

University of Central Arkansas
Council of Deans
May 20, 2020 at 9:00 a.m.
Zoom Meeting

MINUTES

The Council of Deans met in regular session at 9:00 a.m. on May 20, 2020, via Zoom. Provost Patricia Poulter presided, and the following members were present: Jonathan Glenn, Michael Hargis, Jimmy Ishee, Victoria Groves-Scott, Patricia Smith, Kurt Boniecki, Angela Barlow, Stephen Addison and Gayle Seymour.

1. Action Items

- a. Minutes from May 13, 2020, meeting were approved.

2. Discussion Items

a. ROI/Budget

- i. P. Poulter confirmed that the budget is ready to be presented to the Board; she shared meeting logistics for May 28.

b. Pandemic transition planning

- i. P. Poulter shared details regarding the transition planning group that meets every Monday morning. She will begin providing an update to Deans after each meeting.

c. Summer communication with faculty (instructional planning, health/safety, return to campus)

- i. The group discussed ways in which communication is occurring with faculty, including methods to stay connected throughout the summer, protect and accommodate vulnerable faculty and document requirements for those individuals. P. Poulter reminded the group about the FAQ that is available regarding expanded FMLA for COVID-19.
- ii. K. Boniecki (PPE working group) and J. Glenn (physical distancing working group) encouraged Deans to share plans and ideas specific to each college with the working groups, along with the benefits of doing so.
- iii. P. Poulter shared the following information:

- (1) Timeline for state guidelines related to higher education.
- (2) Ways in which the state will be providing resources to support higher education (including both public and private institutions).
- (3) Campus plans for testing and tracing.
- (4) Details regarding the redesign of UCA's COVID-19 webpage and other communication plans for the reopening of campus throughout the summer.

d. Attendance guidelines for academic year 2020-2021

- i. The group discussed the following:
 - (1) The importance of taking attendance for contract tracing purposes and what "present" looks like in our courses.
 - (2) The necessity of each class being set-up in Blackboard.
 - (3) Efforts underway for A/B scheduling.

3. Important Dates

- a. May 27: HR Zoom presentation for faculty supervisors, 9:00-10:00 am
- b. May 27: COD meeting, 10-11:00 am
- c. May 28: Board of Trustees meeting, 2:00 pm