

University of Central Arkansas
Council of Deans
Wednesday, September 8, 2021
9:00 a.m. - 11:00 a.m.
Wingo 315-Zoom Optional

MINUTES

The Council of Deans met in regular session at 9:00 a.m. on September 8, 2021. Provost Poulter presided and the following members were present: Stephen Addison, Angela Barlow, Kurt Boniecki, Jonathan Glenn, Victoria Groves-Scott, Michael Hargis, Nancy Reese, Patricia Smith, Tom Williams. Guest: Dr. Robin Williamson, Vice President of Student Affairs

1. Welcome: Provost Poulter welcomed and thanked members for their attendance.
2. Dr. Robin Williamson, Vice President of Student Affairs: Dr. Williamson shared that Student Services will now be called Student Affairs in order to incorporate relational, transactional, and proactive components to student life and activities. Dr. Williamson stated she and her division are looking forward to partnering with colleges and departments to provide positive, productive, and successful student experiences.
3. Action Items
 - a. COD August 25, 2021 Minutes: Minutes were reviewed via email. A motion by Patricia Smith and second by Stephen Addison was made to approve, as amended, the minutes of August 25, 2021. With no discussion, the motion carried.
 - b. Undergraduate Council Action Item: A motion by Kurt Boniecki and second by Stephen Addison was made to approve action items as submitted by the Undergraduate Council. The floor was open for discussion. With no discussion, the motion carried.
4. Discussion Items
 - a. Business
 - i. Provost Updates
 1. Pandemic Planning
 - a. Provost Poulter shared information from the Pandemic Planning Committee including testing and positivity rates and vaccine updates.
 - b. A flu vaccine clinic will be held on October 5th and October 19th. The clinic is free to faculty and staff with UCA insurance.

- c. Contact the Physical Plant if more PPE items are required for offices, buildings, or classrooms.
- d. Members were asked to share mental health and behavior assistance available through UCA's Counseling Center and EAP program. International students struggling with mental health should be directed to the Center for Global Learning and Engagement as there are programs specifically in place for them.

ii. Discussion

- 1. Staff Positions and Status: Position requests will return to weekly reviews, usually on Monday afternoons. A call for new faculty positions will go out in October. The call may be limited in number (ex. Submit only your top three priority positions.)
- 2. Digital Measures for T & P Discussion: Members discussed using Digital Measures to submit tenure and promotion applications. A committee was formed several years ago and reviewed using Digital Measures. It was recommended that this method not be used. Options other than Digital Measures will be investigated and discussed at a later meeting.
- 3. Peer and Aspirants-Members were asked to send their peer and aspirant lists to Jonathan Glenn by Friday, September 17. The information will be discussed at the September 22nd COD meeting.
- 4. Other
 - a. T & P Committees Discussion-Members discussed tenure and promotion committee policies and the importance of following the policy. Members will share this discussion with chairs and faculty.

iii. Information Items

- 1. Provost Poulter shared that Johnson Control will be on campus conducting an energy audit.
 - 2. A spreadsheet will be shared with members to list their essential employees in regard to emergency management.
 - 3. Faculty Excellence Awards Timeline: Provost Poulter shared the updated Faculty Excellence Awards selection timeline. This will be submitted as an information item at the September 14th Faculty Senate meeting. Patricia Smith noted that the Mentorship Award will use this timeline as well.
- b. Division Updates: Members provided an update on their respective college/division.

5. Important Dates

- a. September 22 - COD Meeting 9:00 a.m.
 - b. October 1 - Annual Reports due to Provost
 - c. October 4 - Sabbatical Leave Application for Summer/Fall 2022 due to Dr. Boniecki
 - d. October 15 - Distinguished Faculty Emeritus Nominations due to Provost
 - e. October 31, 2021 - Honorary Degree Nominations due to Provost
- AY20-21 Initiatives
 - Instructional and Campus Continuity - Completed
 - HLC Assurance Argument Update - Completed
 - Strategic Plan Refresh - Completed
 - Incomplete Grade Policy - Completed
 - Retaking courses for grade forgiveness policy - Completed
 - Academic Grade Appeal Process - Awaiting Undergraduate Council final approval
 - Assignment of Instructional Duties - Continuing project
 - BA-BS Discussions and Decisions - Continuing project
 - Momentum Year (includes Meta-Majors) - Continuing project
 - G2C Expansion on Campus - Continuing project
 - Diversity, Belonging, Inclusion, and Equity - Continuing project
 - Policy and Process Improvements - Continuing project

With no further business, the meeting adjourned at 11:00 a.m.