

University of Central Arkansas
Council of Deans
Wednesday, November 17, 2021
9:00 a.m. - 10:00 a.m.
Wingo 315-Zoom

MINUTES

The Council of Deans met in regular session via Zoom at 9:00 a.m. on November 17, 2021. Provost Poulter presided and the following members were present: Ginny Adams (for Stephen Addison), Kurt Boniecki, Jonathan Glenn, Victoria Groves-Scott, Michael Hargis, Nancy Reese, Patricia Smith, and Tom Williams. Absent: Angela Barlow

1. Welcome: Provost Poulter welcomed and thanked members for their attendance.
2. Action Items
 - a. COD November 3, 2021 Minutes: A motion by Michael Hargis and second by Patricia Smith was made to approve the minutes of November 3, 2021. The motion carried.
 - b. Undergraduate Council Items: A motion by Kurt Boniecki and second by Jonathan Glenn was made to approve three action items as submitted by Undergraduate Council. Discussion was held regarding the removal of university-level special degree requirements for BA and BS degrees. There was considerable discussion about the foreign language requirement in the BA degree, with the understanding that the foreign language requirement would remain for all BA degrees, but would be a related requirement at the departmental/programmatic level. Following discussion, the motions carried with the following votes:
 - i. Item 1: ACAD 1180-passed unanimously
 - ii. Item 2: Remove the BS university-level special degree requirement-passed unanimously
 - iii. Item 3: Change the BA university-level special degree requirement to a related degree requirement - 7 yes, 1 no
 - c. Graduate Council Items: A motion by Kurt Boniecki and second by Patricia Smith was made to approve action items 2, 3, and 4, noting that action item 1 (Incomplete Grade Policy) had been tabled by the Graduate Council. With no discussion, the motion carried unanimously.
3. Discussion Items
 - a. Business

i. Provost Updates

1. Pandemic

- a. The University will continue to follow CDC guidelines.
- b. PPE continues to be available upon request.
- c. Spring 2022 semester conversations continue and information will be shared as it is received.

2. Pre-professional programs, Undergraduate Bulletin, and DegreeWorks: Academic Affairs will be reaching out to colleges that offer pre-professional programs. These programs need to be more clearly articulated in the UCA Bulletin so they can be added to DegreeWorks.

3. Program Viability letters: Members will be receiving program viability letters for review and to make adjustments.

4. Budget process: Academic Affairs will begin meeting with deans regarding operating budgets. It is acknowledged that growth areas have not had appropriate budget adjustments. It is acknowledged that the enrollment cliff is of significant importance when projecting budgets.

5. Enrollment projections: Enrollment projections will be discussed during the December 1st meeting. Materials will be distributed prior to the meeting.

6. Position requests: Deans were asked to submit position changes to Lori Hudspeth as soon as they occur.

7. Dean for a Day: Members discussed the Dean for a Day event and look forward to participating. More information will be shared as it is received.

ii. Information Items

1. December 1st meeting: The December 1st meeting will include discussion and updates on enrollment projections and momentum year. The meeting will take place via Zoom and members may invite administrative leaders.

b. Division Updates: Members provided an update on their respective college/division.

4. Important Dates

- a. November 25-26 - Thanksgiving Break
- b. December 1 - COD Meeting
- c. December 3 - Board of Trustees - 3:00 p.m.

- d. December 10 - Graduate Commencement - 6:00 p.m.
 - e. December 11 - Undergraduate Commencement (COE, CHBS, CNSM) - 10:00 a.m.
 - f. December 11 - Undergraduate Commencement (CAHSS, COB) - 1:00 p.m.
 - g. December 15 - Phased Retirement Applications for Tenured Faculty - Provost Decision
 - h. December 15 - Council of Deans/Academic Affairs Holiday Breakfast - 9:00 a.m. - BHCC
 - i. December 23-January 3 - Winter Break
- AY20-21 Initiatives
 - Instructional and Campus Continuity - Completed
 - HLC Assurance Argument Update - Completed
 - Strategic Plan Refresh - Completed
 - Incomplete Grade Policy - Awaiting final approval
 - Retaking courses for grade forgiveness policy - Completed
 - Academic Grade Appeal Process - Completed
 - Assignment of Instructional Duties - Continuing project
 - BA-BS Discussions and Decisions - Continuing project
 - Momentum Year (includes Focus Areas) - Continuing project
 - G2C Expansion on Campus - Continuing project
 - Diversity, Belonging, Inclusion, and Equity - Continuing project
 - Policy and Process Improvements - Continuing project