

University of Central Arkansas
Council of Deans
Wednesday, December 7, 2022
9:00 a.m. - 11:00 a.m.
Zoom

MINUTES

The Council of Deans met on Wednesday, December 7, 2022 at 9:00 via Zoom. Provost Poulter presided and the following members were present: Stephen Addison, Angela Barlow, Jonathan Glenn, Victoria Groves-Scott, Michael Hargis, Nancy Reese, Patricia Smith, and Tom Williams.

1. Welcome: Provost Poulter welcomed members and thanked them for their attendance.
2. Action Items
 - a. COD Minutes: A motion by Stephen Addison and second by Michael Hargis was made to approve the minutes from November 9, 2022 as presented. The motion carried.
 - b. Undergraduate Council Items: A motion by Jonathan Glenn and second by Stephen Addison was made to approve the items from the Undergraduate Council with the stipulation that Items 1, 3 and 5 need further work. The motion carried.
 - c. Graduate Council Items: A motion by Angela Barlow and second by Stephen Addison was made to approve items from the Graduate Council as presented. The motion carried.
 - d. Political Science Name Change: A motion by Tom Williams and second by Jonathan Glenn was made to approve the following proposed title change from the Department of Political Science to the Department of Government, Public Service and International Affairs. The proposed new name more accurately describes the focus of the department's degree programs in political science, public administration, and international studies. The motion carried.
3. Business
 - a. Provost Updates
 - i. Covid Resource Group: Provost Poulter provided updates from the most recent Covid resource group meeting.
 - ii. Employee Service Awards will be held April 13, 2023 and Forever a Bear will be held April 27, 2023. Members were asked to encourage faculty and staff to plan to attend these events. Stephen Addison suggested adding these events to the university calendar.
 - iii. Faculty Emeritus/Emerita: Academic Affairs will begin submitting names for approval to the rank of Faculty Emeritus/Emerita beginning at the May 2023 Board of Trustees meeting. This is in accordance with the Faculty Handbook.
 - iv. Summer School: Members discussed information that will be sent to faculty regarding summer school before the beginning of winter break.

- v. Hybrid Definition: Members were asked to please review their note regarding past hybrid definition discussions and send their final revisions to the Provost.

4. Discussion

- a. Journals Produced on Campus-Patricia Smith: Members discussed what journals are produced on campus. Dr. Barlow suggested students contact the Office of Research and Sponsored Programs or individual departments for this information.
- b. Dean for a Day-Patricia Smith: Dr. Smith offered dates for consideration for Dean for a Day. Members will review their calendars and contact Dr. Smith.
- c. Academic Administrator Evaluations Update-Jonathan Glenn: A new form is available for the academic administrator evaluation. Dr. Glenn will send the information to members to share with department chairs.
- d. Division Updates: Members shared information regarding their prospective colleges.

5. Important Dates

- a. December 12-16: Finals Week
- b. December 16th: Graduate Commencement
- c. December 17th: Undergraduate Commencement
 - i. 9:00 a.m. - COE, CHBS, CNSM
 - ii. 12:00 p.m. - CAHSS, COE

6. Academic Timeline

- a. January 15th: Promotion/Tenure Applications due to Provost
- AY21-22 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 - 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

With no further business the meeting adjourned at 10:50 am