

University of Central Arkansas  
Council of Deans  
Wednesday, March 1, 2023  
9:00 a.m. - 11:00 a.m.  
Wingo 214

The Council of Deans met on Wednesday, March 1, 2023 at 9:00 a.m. in Wingo 214. Patricia 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, and Tom Williams. Guests: Joy Ritchey

1. Welcome: Provost Poulter welcomed members and guests and thanked them for their attendance.
2. Guests:
  - a. Dean for a Day Representatives: Time was held and there was no conversation.
  - b. Joy Ritchey, Director of Research and Sponsored Programs: Ms. Ritchey shared the current activities in the Office of Research and Sponsored Programs. The new version of the CAYUSE system is now operating and Ms. Ritchey gave a review of the system. Members will receive the ORSP checklist to be used by departments as a way to streamline processes. A Banner consultant is working with Grant Accounting to automate data management in the department.
3. Action Items
  - a. Minutes-February 15, 2023: A motion by Stephen Addison and second by Patricia Smith was made to approve the minutes from February 15, 2023 as presented. The motion carried.
  - b. Graduate Council Items: A motion by Angela Barlow and second by Nancy Reese was made to approve all items as presented by the Graduate Council. The motion carried.
  - c. Instructional Methods: Members were presented with a draft of the instructional methods definitions. A motion by Stephen Addison and second by Michael Hargis was made to approve the document. The goal is to have the definitions in place for summer 2023. The motion to approve carried with recommended revisions to be made by Kurt Boniecki.
4. Business
  - a. Provost Updates
    - i. Members received updates regarding Vector training.
    - ii. Campus Talk will be held on March 16th at x-period. All faculty and staff are invited to attend.

- iii. The Campus Climate Survey opens today. All are encouraged to participate.
- iv. Members received information regarding new processes being developed by Human Resources. Updates will be given as received.
- v. Members were asked to contact UMAC to schedule a new headshot for the university website.

5. Discussion

- a. Spring Break Remote Work: Staff will have the option to work remotely during spring break. Members were asked to work with their staff regarding office needs.
- b. Division Updates: Members shared information on their prospective colleges.

6. Important Dates

- a. March 9th: Day of Giving
  - b. March 15th: Dean for a Day
  - c. March 16th: Campus Talk
  - d. March 19th-26th: Spring Break
  - e. March 29th: COD-CANCELED
  - f. April 13<sup>th</sup>: Service Awards
  - g. April 20<sup>th</sup>: Forever a Bear
  - h. May 5th-6th: Spring Commencement
- Academic Affairs Initiatives
    - Diversity, Belonging, Inclusion, and Equity - Continuing project
    - Policy and Process Improvements - Continuing project
    - First-year Seminar Program - Continuing project
    - Summer School Guidelines – Continuing

With no further business the meeting adjourned at 11:10 a.m.