

University of Central Arkansas  
Council of Deans  
Wednesday, September 13, 2023  
9:00 a.m. - 11:00 a.m.  
Wingo 213

MINUTES

1. Welcome: The Council of Deans met on Wednesday, September 13, 2023 at 9:00 am in Wingo 213. Provost Poulter presided and the following members were present: Stephen Addison, Victoria Groves-Scott, Michael Hargis, Chad Lairamore (for Nancy Reese), Patricia Smith, and Tom Williams. Guests: Joy Ritchey and Kim Ashley-Pauley
2. Guest Discussion
  - a. Joy Ritchey, Director and Kim Ashley-Pauley, Research Compliance Officer, Office of Research and Sponsored Programs: Ms. Ritchey and Ms. Ashley-Pauley shared information regarding the Office of Research and Sponsored Programs and emphasized the importance of using F&A funds to support the administration of grants. Ms. Ritchey has accepted a new position and will be leaving the university. Provost Poulter stated that Ms. Ashley-Pauley will serve as Interim Director.
3. Action Items
  - a. August 30, 2023 Minutes: A motion by Stephen Addison and second by Patricia Smith was made to approve the minutes from August 30, 2023 as presented. The motion carried.
4. Business
  - a. Undergraduate Council Information Items: Kurt Boniecki presented Undergraduate Council information items for review.
  - b. Provost Updates
    - i. UCA Commitment
      1. President Davis will discuss UCA Commitment during the September 19th Campus Talk.
      2. Members discussed the student employment component of UCA Commitment. A survey will be sent campus-wide regarding student worker needs. Jobs will always be available for students not enrolled in UCA Commitment.
    - ii. Social Norming Campaign by Student Affairs: The Office of Student Affairs has started a campaign to address drug and alcohol abuse. Members discussed the possibility of ITC or Campus Safety continuing to offer NARCAN training for faculty, staff, and students.
5. Discussion

- a. UCA Commitment/Department of Student Transitions: Members discussed how to support student and faculty development for underprepared incoming students.
  - b. UCA Commitment/First year Core course data: Members discussed first year course data. Provost Poulter reshared the spreadsheet.
  - c. Division Updates: Members shared information regarding their respective college.
6. Important Dates
- [Academic Timetable 2023-2024](#)
  - September 19th: Campus Talk: X-period, COB 103
  - October 2nd-6th: DBIE Week
  - October 6th: Board of Trustees Meeting
  - October 10th: Summer/Fall Sabbatical Applications to Graduate Dean
  - October 15th: Distinguished Faculty Emeritus/Emerita Nominations to Provost
- 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 10:50 am