

University of Central Arkansas  
Council of Deans  
Wednesday, September 18, 2024  
9:00 a.m. - 11:00 a.m.  
Wingo 213

MINUTES

1. Welcome: The Council of Deans met on Wednesday, September 18, 2024 at 9:00 am in Wingo 214. Provost Hargis presided and the following members were present: Stephen Addison, Kurt Boniecki, Mike Casey, Victoria Groves-Scott, Michael Mills, Nancy Reese, Patricia Smith, and Tom Williams. Guest: Mary Lackie, Vice President for University Advancement
2. Guest: Mary Lackie: Dr. Lackie shared updates and information from the Office of University Advancement.
3. Action Items
  - a. September 4, 2024 Minutes: A motion by Stephen Addison and second by Patricia Smith was made to approve the minutes from September 4, 2024 as written. The motion carried with two abstentions.
4. Business
  - a. Enrollment Reports: Members discussed the status of fall enrollments within their colleges. Moving forward, enrollment reports, faculty-student ratios, and student semester credit hour (SSCH) data will be used to evaluate position requests.
  - b. Teacher Preparation Redesign Requirements - Dr. Groves-Scott shared an update on the new design requirements for teacher preparation required by the state. The new requirements will be in effect beginning Fall 2026.
5. Discussion
  - a. Annual Reports: Members discussed annual reports submission.
  - b. Class Schedule for Spring: Members discussed the deadline for submitting spring class schedules. The information is available on the academic timetable and the Registrar's office will provide advanced notifications. The deadline is in effect and all departments should have classes available for review by the deadline.
  - c. Unit Updates: Members provided updates on their respective colleges.
6. Important Dates
  - o [Academic Timetable 2024-2025](#)
  - o September 20: Sabbatical Leave Applications due to department chair
  - o September 27: Sabbatical Leave Applications due to dean
  - o September 30-October 18: Faculty Excellence Awards call for nominations
  - o October 1: Faculty Research Grants & Summer Stipend Applications due to dean

- October 2: COD Meeting/Jeremy Gillam
- October 3: Majors Fair (12:30 - 3:00pm)
- October 4: Board of Trustees
- October 21-26: UCA Homecoming

With no further business the meeting adjourned at 11:15 am