

University of Central Arkansas
Council of Deans
Wednesday, November 13, 2024
9:00 a.m. - 11:00 a.m.
Wingo 213

MINUTES

1. Welcome: The Council of Deans met on Wednesday, November 13, 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.
2. Action Items
 - a. October 30, 2024 COD Minutes: A motion by Stephen Addison and second by Patricia Smith was made to approve the minutes from October 30, 2024 as written. The motion carried with one abstention.
 - b. November 7, 2024 Undergraduate Council Items: A motion by Kurt Boniecki and second by Stephen Addison was made to approve the Undergraduate Council items from November 7, 2024 as presented. The motion carried.
3. Discussion Items
 - a. IRB Management System - Michael Mills shared that ORSP is researching IRB management systems and anticipates launch of the new system in spring 2025
 - b. Service Learning Position - Dr. Smith shared a proposed position description for the Director of Experiential and Community-Engaged Learning. Members offered recommendations to the proposal and discussed specific unit needs. The proposed language and roles for the position will continue to be discussed through the semester and we will move to implement the new position in Spring 2025.
4. Provost Updates
 - a. Salary Study Timeline: Members received an update regarding the salary study timeline. Institutional Research will reach out to meet with members regarding data for their units.
 - b. Strategic Planning Update: Members received a strategic planning update. Phase one of planning will be completed at the end of this semester. Phase two will take place in spring 2025. Phase three will begin in summer 2025, and phase four in fall 2025. The final plan will be presented to the Board of Trustees during the December 2025 meeting.
 - c. Student Course Materials Access: There will be a small pilot study in spring 2025 with Textbook Brokers. The study will offer students inclusive (course-based) access to textbook materials. Students have the ability to opt-out at the course level with this pilot. Also being considered is equitable access for future semesters, which is a flat rate for students. Both will ensure day-one access to course materials for students.

- d. Shared faculty senate information from Tuesday senate meeting. Members received updates from the November 12th Faculty Senate meeting.
5. Unit Updates: Members provided updates on their respective units.
6. Important Dates
- [Academic Timetable 2024-2025](#)
 - November 19: Donuts with the Deans
 - November 20: AA Team Meeting - 9:00 am
 - December 4: Winter Feast
 - December 6: Board of Trustees
 - December 11: Council of Deans
 - December 13: Graduate Commencement - 5:00 pm
 - December 14: Undergraduate Commencement
 - 9:00 am - College of Arts, Humanities, and Social Sciences/College of Business
 - 12:00 pm - College of Education/College of Health and Behavioral Science/College of Science and Engineering

With no further business the meeting adjourned at 11:05 a.m.