

University of Central Arkansas
Council of Deans
Wednesday, December 11, 2024
9:00 a.m. - 11:00 a.m.
Wingo 214

MINUTES

1. Welcome: The Council of Deans met on Wednesday, December 11, 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. November 13, 2024 COD Minutes: A motion by Stephen Addison and a second by Mike Casey was made to approve the minutes from November 13, 2024 as written. The motion carried.
 - b. November 21, 2024 Graduate Council Items: A motion by Michael Mills and second by Stephen Addison was made to approve the Graduate Council items from November 21, 2024 as submitted. The motion carried.
 - c. December 5, 2024 Undergraduate Council Items: A motion by Kurt Boniecki and second by Stephen Addison was made to approve the Undergraduate Council items from December 5, 2024 as submitted. The motion carried.
3. Discussion Items
 - a. Strategic Planning Calendar Hold - January 7, 2025: EAB representatives will be on campus for a strategic planning meeting. The meeting will focus on identifying strengths and opportunities and will serve as the campus Kick Off for our Strategic Planning Efforts. Members were asked to hold the January 7, 2025 for this meeting.
 - b. Enrollment Management Update: Members received an enrollment management update.
 - c. Request for Future COD Meeting Updates: Members were asked to share unit activities and accolades with the Provost and the COD. Members discussed deliberate ways to look ahead across the calendar to share future activities. Michael Mills will create a few models and will share them with our group during a future meeting.
 - d. The Council discussed the importance of aligning candidate qualifications in hiring proposals and minimum qualifications specified in job postings: Members discussed advertising vacancies and the hiring process.
 - e. Other Items of Note
 - i. Members discussed 2025 commencements.
 - ii. Members discussed the schedules for locking buildings.
 - iii. Provost Hargis provided an update regarding phishing on campus. IT will be increasing security measures.

4. Unit Updates: Members shared information on their respective units.
5. Important Dates
 - [Academic Timetable 2024-2025](#)
 - 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
 - January 15th: COD w/ Fredricka Sharkey, 9:00 am
 - January 15th: Promotion/Tenure Applications due to Provost
 - January 29th: COD, 9:00 am
 - February 5th: Academic Affairs Leadership Team, 9:00 am
 - February 12th: COD, 9:00 am
 - February 21st: Board of Trustees, 10:00 am

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