

University of Central Arkansas
Council of Deans
Wednesday, December 3, 2025
9:00 a.m. - 10:30 a.m.
Wingo 214

MINUTES

1. Welcome: The Council of Deans met on Wednesday, December 3, 2025, at 9:00 a.m. in Wingo 214. Provost Michael Hargis presided, and the following members were present: Dr. Stephen Addison, Dr. Tim Bisping, Dr. Kurt Boniecki, Dr. Debbie Dailey, Dr. Michael Mills, Dr. Patricia Smith, and Dr. Tom Williams. Dr. Darshon Reed represented CHBS for Dr. Nancy Reese.
2. Action Items
 - a. November 19, 2025 COD Minutes: A motion by Stephen Addison and second by Patricia Smith was made to approve the minutes of November 19, 2025 with two friendly adjustments shared by Dr. Stephen Addison and Dr. Kurt Boniecki. The motion carried with unanimous approval.
 - b. November 20, 2025 Graduate Council Items: A motion by Michael Mills and second by Stephen Addison was made to approve the Graduate Council items of November 20, 2025 as presented. The motion carried.
3. Provost Updates
 - a. Provost Hargis provided updates related to university salary study.
4. Discussion Items
 - a. Due dates for Spring Only Adjunct Vector Training. Following discussion, the COD agreed that adjunct/part-time faculty hired for the spring semester only should complete their required annual Vector training by **March 31**.
5. Unit Updates
 - a. Each unit provided an update on current operations, including the status of open searches, upcoming calendar reminders and invitations, and a reminder about the testing protocols in place for the University Testing Center.
6. Important Dates and Information Items
 - [2025-2026 Academic Timetable](#)
 - [Academic Year 2025–2026 Schedule for Student Course Experience Surveys](#)
 - COD Meetings
 - December 3, 2025
 - December 10, 2025
 - January 14, 2026
 - January 28, 2026
 - November 17-24, 2025: International Education Week
 - November 20, 2025: Donuts with the Deans
 - December 1, 2025: Promotion/Tenure/Advancement applications due to dean
 - December 5, 2025: Board of Trustees Meeting

- December 5, 2025: Bear Facts Day
- December 10, 2025: Holiday Breakfast
- December 11-12, 2025: Winter Commencement
- February 4, 2026: Academic Affairs Leadership Team Meeting
- March 11, 2026: Dean for a Day
- March 12, 2026: UCA Day of Giving/March 13, 2026: Announcement
- May 19-21, 2026: Dean's Retreat

With no further business the meeting adjourned at 10:30 a.m.