

## UCA Core Council Meeting Minutes

October 1, 2020

1:40 PM – Zoom

### I. Call to Order:

a. Dr. Held calls the meeting to order at 1:42 pm.

### II. Members Present:

a. Chairs:

1. Stephanie Watson (BUS 2022)
2. Dee Lance (HBS 2023)
3. Janet Filer (COE 2021)

b. College Representatives:

1. Donna Wake (ED 2022)
2. Tammy Rogers (COB 2023)
3. Mike Scoles (HBS 2022)
4. Sean Engle (HBS 2021)
5. Laura Niswonger (FAC 2021)
6. Jennifer Parrack (CAHSS 2022)
7. Tracie Rushing (COE 2023)
8. Ahmad Patooghy (NSM 2023)

c. Honors/University College

1. Amanda Willey-Martin (DST 2022)

d. Student Reps:

1. TBD
2. TBD

e. Ex-Officio:

1. Becky Rasnick, Registrar

### III. Members Absent:

a. Chairs:

1. Stephen O'Connell (NSM 2021)
2. Wendy Lucas (CAHSS 2023)

b. College Representatives:

1. Stephen Yao (COB 2021)
2. Ling Zhang (NSM 2022)

c. Honors/University College:

1. Ellen Hostetter (Honors 2023)

d. Ex-Officio:

1. Kurt Boniecki (Associate Provost for Instructional Support)
2. Dean Covington (Director of the Library (or Proxy))

**IV. Welcome:**

- a. Dr. Held began the meeting by welcoming the newest members, Ahmad Patooghy and Ling Zhang from NSM.

**V. Approval of September Minutes:**

- a. Stephanie motioned to approve the minutes; Tammy second her motion.
- b. 2 abstentions; all other members unanimously approved.

**VI. Assessment Sub-Committee:**

- a. Dr. Held asked Ahmad if he would be interested in being on the Assessment Sub-Committee. Ahmad said yes, he would be but tentatively. He felt that the offer should also be extended to Ling.
- b. Dr. Held gave a brief update on the Assessment Sub-Committee since its first meeting:
  1. The Critical Inquiry report and the Four-Year Summary report were both reviewed at the last meeting.
- c. The survey for Responsible Living was sent out through UCA Inform. Dr. Held is following up with those who still need to complete the survey.

**VII. Curriculum Committee:**

- a. Wendy was absent from today's meeting, therefore could not provide an update.
- b. Proposals distributed:
  1. NUTR 4301: to be reviewed
  2. USCH 4320: to be reviewed
- c. Diversity documents will be coming in for the committee to review at next meeting.

**VII. Assessment/Dr. Held Update:**

- a. Dr. Held had an earlier meeting today discussing improvement sessions for Effective Communication. Dr. Held gave the committee members a summary of his meeting. Resources, other than CTE, are being developed that will help with engagement.

**VIII. Questions and Concerns:**

- a. Stephanie asked for Dr. Held's opinion on adding a resource to college websites for faculty to view, include dates and information of events that they should be aware of. Discussion ensued between the two.
- b. Tammy suggested reaching out to Kaye McKenzie and Jim Downey to see if students could take over web design for semester.
- c. Ahmad suggested consultations as part of resources.

- d. Tammy said that there needs to be a way to notify deans/chairs of who is not submitting required documents/not being compliant. Response rates are not what they should be. Dr. Held mentioned possibly addressing the issue with Dr. Glenn. Discussion ensued on the topic.

**IX. Adjournment:**

- a. Dr. Held adjourned the meeting at 2:08 PM. The next Core Council meeting will be on November 3, 2020 at 1:40 PM via Zoom.

Minutes submitted by: Emilee Estridge

Minutes approved by: