

reporting deadline will be noon Tuesday, August 16. He also distributed a timetable for preparation of the 1995 spring semester schedule of classes.

COUNCIL OF DEANS MINUTES, AUGUST 3, 1994 - PAGE 2

Dean Miller reported on the Community Development Institute being held on campus and invited everyone to visit the activities.

Dean Hardin reported on the progress of repairs to the library computer system.

Dean Roden reported on freshman registration and academic scholarships for 1994 as compared to last year. She also distributed a brochure detailing academic support and tutorial services available in from the Division of Undergraduate Studies. This information will be made available to students and parents.

The meeting adjourned.

COUNCIL OF DEANS
MINUTES
AUGUST 18, 1994

The Council of Deans met at 1:30 p.m. on Thursday, August 18, 1994, in the Vice President for Academic Affairs' conference room of the Administration Building. All members were present except Dean McLaughlin, Dean Miller, and Ms. Pritchard. Vice President Berry presided.

Dean Lorenzi moved approval of the August 3 meeting minutes, seconded by Dean Stark. After the discussion, the minutes were unanimously approved.

The following items were discussed:

1. Pre-session activities for the 1994 fall semester.
2. The Obstacles to Graduation Committee materials.
Discussion will continue.
3. The Rising Junior Examination. All students are being provided with notice of the examination at registration and fee payment. College deans will inform their faculty at college meetings. The examination is scheduled to be administered in April 1995.
4. An Associate of Applied Science degree program in Industrial Technology.

Dean Stark reported on accreditation of the Theatre and Art programs, and plans for an up-grade of the KUCA transmitter.

Dean Bowman announced that Dr. Dave Naylor has been named Interim Assistant Dean. Dr. Carol Pierson has left to become Interim Dean of the College of Education at Dakota State University, SD.

Mr. Sitz reported on fall semester registration and fee payment activities.

Dean Hardin reported on the status of searches for Library positions.

Dean Roden reported on new student registration and academic scholarships for the 1994 fall semester.

The meeting adjourned at 2:50 p.m.

ANTHONY D. SITZ, Secretary

COUNCIL OF DEANS
MINUTES
AUGUST 24, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, August 24, 1994, in the Vice President for Academic Affairs' conference room in the Administration Building. All members were present except Dean Bowman. Dr. Dave Naylor represented the College of Education. Vice President Berry presided.

Dean Hattlestad moved approval of the August 18 meeting minutes, seconded by Dean Stark. After the discussion, the minutes were unanimously approved.

Dean McLaughlin presented the minutes of the August 23 meeting of the Graduate Council and moved support of the recommendation for a new program proposal in Early Childhood Special Education. Seconded by Dean Hattlestad, the motion passed by a unanimous vote.

Dean McLaughlin moved support for the endorsement of the following individuals for Graduate Faculty Status:

Barbara F. Banks	CHED	Adjunct/PT	2 years
George T. Blevins	BIOL	Adjunct/PT	3 years
Ralph C. Calhoun	SPED	Adjunct/FT	1 year
Kim Dunleavy	PTHY	Adjunct/FT	2 years
Joyce A. Fiddler	CHED	Initial	2 years
Loreta Holder-Brown	SPED	Initial	2 years
Barbara D. Holmes	ADSE	Initial	2 years
Jean Irion	PTHY	Adjunct/FT	2 years
Rita Monsen	NURS	Adjunct/PT	2 years
John A. Mosbo	CHEM	Initial	2 years
Anthony Onwuegbuzie	ADSE	Initial	2 years

Seconded by Dean Hattlestad, the motion passed by a unanimous vote.

Dean McLaughlin noted the following Information Items:

COURSE TITLE CHANGES

NURS 6301 Research Process in Nursing II TO

NURS 6301 NURSING RESEARCH METHODOLOGY
NURS 6202 Research Process in Nursing II TO
NURS 6202 NURSING RESEARCH UTILIZATION
PSYC 6313 Intellectual Assessment I TO
PSYC 6313 PSYCHOEDUCATIONAL ASSESSMENT I
PSYC 6376 Intellectual Assessment II TO
PSYC 6376 PSYCHOEDUCATIONAL ASSESSMENT II
PSYC 6375 Survey of Intelligence Tests TO
PSYC 6375 PROFESSIONAL SCHOOL PSYCHOLOGY

COUNCIL OF DEANS MINUTES, AUGUST 24, 1994 - PAGE 2

The Council reviewed fall term opening activities and concerns, including:

1. The length of the fee payment/late registration period.
2. Weekend orientation activities.
3. The opening schedule of academic buildings.
4. Availability of faculty advisors and department chairs during peak periods.

Ms. Pritchard reported that the new faculty orientation program was a success.

Dean Stark reported that the world history survey courses would be reviewed as a part of the general education discussion.

Dean McLauchlin distributed information about AAUW Fellowships and Grants, and the Fulbright Visiting Scholars Program. He also reported on plans for the October 7 grants workshop.

Mr. Sitz reported on fall semester enrollment as compared to last year, requested that all fall schedule changes and corrections regarding personnel and courses be made by the eleventh class day, and announced the selection of Lynn Price for the Assistant Registrar position responsible for international credentials and transfer credits evaluation.

Dean Hardin reported that the library's opening of term reception and tours were a success.

Dean Roden reported on the status of the RIP d[oth ours cu06]lioPeetningadjtountedhat2:30 p.ms.

COUNCIL OF DEANS
MINUTES
AUGUST 31, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, August 31, 1994, in the Vice President for Academic Affairs' conference room in the Administration Building. All members were present. Vice President Berry presided.

Dean Hattlestad moved approval of the August 24 meeting minutes, seconded by Dean Mosbo. After the discussion, the minutes were unanimously approved.

The following items were discussed:

1. October Board of Trustees Meeting. Vice President Berry reported on deadlines for preparation of the meeting agenda.
2. The Uniform Reporting Act.
3. Expanding course offerings in the summer. Discussion will continue.

Dean Stark reported on plans in the College of Arts and Letters to bring greater consistency to the grade appeals process.

Mr. Sitz reported on fall semester enrollment as compared to last year.

Dean McLauchlin reported on the status of current graduate enrollment as compared to last year.

Dean Miller reported on continuing education enrollment for fall.

Dean Hardin reported on training programs about library services.

Dean Lorenzi reported on fall semester enrollment in the College of Business.

Dean Roden reported on fall semester enrollment in transitional

courses.

The meeting adjourned at 3:15 p.m.

ANTHONY D. SITZ
Secretary

COUNCIL OF DEANS
MINUTES
SEPTEMBER 7, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, September 7, 1994, in the Vice President for Academic Affairs' conference room in the Administration Building. All members except Deans Lorenzi and Miller were present. Dr. Jim Barr represented the College of Business Administration. Vice President Berry presided.

Dean McLauchlin moved approval of the August 31 meeting minutes, seconded by Dean Hattlestad. After the discussion, the minutes were unanimously approved.

The following items were reviewed:

1. The Newcomers Breakfast hosted by the Conway Area Chamber of Commerce. This year the breakfast will be held at Hendrix College on September 22.
2. The Uniform Reporting Act. Vice President Bob McCormack visited the Council meeting to discuss aspects of the legislation.
3. Summer School Offerings. Discussion continued and included ideas and possibilities for expansion.

Dean Bowman reported on scholarship opportunities for junior African-American students who qualify for admission to teacher education. Dr. Cynthia Pace may be contacted for information.

Dean McLauchlin reported on fall graduate enrollment as compared to last year. He also indicated that 54 people have registered for the October 7 grant workshop.

The meeting adjourned at 3:15 p.m.

ANTHONY D. SITZ
Secretary

COUNCIL OF DEANS
MINUTES
SEPTEMBER 14, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, September 14, 1994, in room 119 of the Administration Building. All members were present. Vice President Berry presided.

Dean Bowman moved approval of the September 7 meeting minutes, seconded by Dean Mosbo. After the discussion, the minutes were unanimously approved.

The following items were discussed:

1. January orientation activities. Ms. Pritchard presented information from Hank Phelps which outlined different options for the program. Dean Roden and Mr. Sitz will review this topic with Mr. Phelps and report back to Vice President Berry.
2. Touch-tone Telephone Registration and how such a process might work at UCA. General discussion included advising, access to registration, systems used at other institutions, etc.
3. Transfer credits and how they relate to UCA degree programs.
4. Two-year and Technical Colleges and possible implications for UCA.
5. The Faculty Handbook. Discussion continued on sections relating to outside employment, promotion and tenure procedures, other academic personnel, and councils and committees.

Dean Mosbo reported on plans for informal sessions with new faculty in the college.

Dean Roden reported on plans to update advisor lists. She also asked the college deans to remind their faculty that institutional

policy prohibits the dropping of required transitional courses.

COUNCIL OF DEANS MINUTES, SEPTEMBER 14, 1994 - PAGE 2

Mr. Sitz reported that the official fall 1994 enrollment is 9,192.

Dean McLauchlin reported an increase in enrollment of minority graduate students this fall.

Dean Hattlestad reported that the first meeting of the ADHE Telecommunications Committee will be held September 15th.

Dean Miller reported an enrollment increase for fall semester Continuing Education credit courses.

Dean Lorenzi reported increased enrollment in the College of Business Administration.

Deans Mosbo and Stark reported that the first meeting with

COUNCIL OF DEANS
MINUTES

Dean Mosbo reported on plans for public presentations by the faculty from his college.

Dean Bowman reported on the Break the Mold meeting to be held at the Winrock Conference Center.

Mr. Sitz reported that 2.9 is the average gpa for the 498 students who transferred to UCA this fall semester.

Dean Stark reported an upcoming review of the Theatre program for accreditation.

Dean Roden reported on her meeting with the ASG president regarding telephone registration and advising.

The meeting adjourned at 3:10 p.m.

ANTHONY D. SITZ
Secretary

COUNCIL OF DEANS
MINUTES
SEPTEMBER 28, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, September 28, 1994 in the Vice President for Academic Affairs' conference room of the Administration Building. All members were present, except Ms. Pritchard and Dean Lorenzi. Dr. Jim Barr represented the College of Business Administration. Vice President Berry presided.

Dean Hattlestad moved approval of the September 21 meeting minutes, seconded by Dean Miller. After the discussion, the minutes were unanimously approved.

The following items were reviewed and discussed:

1. United Way. Dean Hattlestad showed a video presentation of the services provided by the Faulkner County United Way.
2. Freshman Summer Program. Dean Roden distributed an outline of possible program options. Discussion included courses, activities, University services, how to market the program, etc. Dean Roden will review this topic with Public Affairs and Student Affairs.
3. Advising. Dean Roden reported on efforts to update advising lists. Dean Roden, Dean Mosbo, and Mr. Sitz will review options and report back to the Council of Deans.
4. Discussion continued on the topics of the ADHE Review Guidelines, the Uniform Reporting Act, and the Rising Junior Examination.

Vice President Berry reported that UCA will continue to offer courses in a fashion that will allow for the completion of all general education requirements by enrollment at the 7:00 a.m., Saturday, and evening non-traditional time periods. He reminded the deans about the procedures which need to be followed when

advertising for positions.

Dean Roden reported that Dr. Kay Schallencamp will conduct an assessment workshop on Tuesday, October 4th.

COUNCIL OF DEANS MINUTES, SEPTEMBER 28, 1994 - PAGE 2

Dean Bowman distributed information about the AACTE/ATE conference to be held March 30, 1995.

Dean McLauchlin distributed a director's position announcement for the Virginia Tech Northern Virginia Graduate Center in Falls Church, Virginia.

Mr. Sitz reported that a student's class schedule is academic information covered by the "Buckley Amendment", the same as grades and grade point averages.

Dean Hardin reported on the progress of the committee that is studying the upgrading of library systems.

Dean Stark announced that works by Art department faculty are being displayed in his suite.

The meeting adjourned at 3:00 p.m.

ANTHONY D. SITZ
Secretary

COUNCIL OF DEANS
MINUTES
OCTOBER 6, 1994

The Council of Deans convened at 1:30 p.m. on Thursday, October 6, 1994, in the conference room of the Vice President for Academic Affairs. All members were present except Mrs. Pritchard, Mr. Tony Sitz, Mr. Bill Miller and Dean Lorenzi. Dr. Jim Barr represented the College of Business Administration.

Dean Hattlestad moved approval of the September 28 meeting minutes. Motion was seconded by Dr. Hardin. After discussion, the minutes were unanimously approved.

1. Uniform Reporting Act - Dr. Berry reported on the meeting held at DHE last Thursday regarding this act.
2. Inclement Weather Policy - Dean Stark reported a question regarding class cancellation for inclement weather. There was consensus that further clarification of the policy is needed.
3. Assessment - Dr. Sam Buchanan discussed the consulting work completed on October 4 by Dr. Kay Schallenkamp regarding North Central Accreditation. Her focus was on assessment with attention to the review process for assessment of plans. She met with the Assessment Committee, the Assessment Subcommittees, department chairs, deans and the Vice President for Academic Affairs. Dr. Schallenkamp reinforced the idea that assessment aims at program improvement. Department goals should be measured through student outcomes and linked to university goals. In the near future, Dr. Buchanan will ask departments to submit program goals to his office.
4. Course Approval - Dean Roden moved on behalf of the Undergraduate Council that CHEM 3150 be approved. The motion was seconded by Dean McLauchlin and unanimously approved.
5. Dean's Reports -

Dean McLauchlin distributed an announcement regarding the Doctoral Scholars Programs.

Dean Mosbo reported that the College of Natural Science

COUNCIL OF DEANS
MINUTES
OCTOBER 12, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, October 12, 1994, in the Vice President for Academic Affairs' conference room. All members were present except Ms. Pritchard and Dean McLauchlin.

faculty.

Mr. Sitz thanked Dean Bowman for taking minutes on October 6 and reported on the recent meeting of the Arkansas Association of Collegiate Registrars and Admissions Officers, at which Dean Lorenzi was a featured speaker. He announced that the spring schedules are expected to arrive on campus the last week of this month.

Dean Hardin reported on the recent Arkansas Library Association meeting.

Dean Miller reported on the ADHE conference regarding Economic Promotional Grants.

Dean Lorenzi reported on a proposal from Inti College for the establishment of a distance learning program with UCA. He announced a positive review by ADHE of UCA's 2-year business program.

The meeting adjourned at 2:45 p.m.

ANTHONY D. SITZ
Secretary

COUNCIL OF DEANS
MINUTES
OCTOBER 19, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, October 19, 1994, in the Vice President for Academic Affairs' conference room. All members were present except Ms. Pritchard, Dean Roden, and Dean Lorenzi. Dr. Jim Barr represented the College of Business Administration. Vice President Berry presided.

University development was the primary topic of the meeting. Mr. John Ward, Ms. Carolyn Dombek, and Mr. Woody Cummins from the Division of Public Affairs visited the meeting and led the discussion of issues related to development.

Dean Stark moved approval of the October 12 meeting minutes, seconded by Dean Mosbo. After the discussion, the minutes were unanimously approved.

Dean Stark distributed copies of a grade appeal form that has been developed by departments in the College of Arts and Letters.

The meeting adjourned at 2:10 p.m.

ANTHONY D. SITZ
Secretary

vote.

Dean McLauchlin presented the following course prefix change as an information item:

QMIS 6301 BUSINESS INFORMATION SYSTEMS
TO
INFO 6301 BUSINESS INFORMATION SYSTEMS

The Council of Deans discussed the following items:

1. Revision of the grade change and X grade forms.
2. Senate Concurrent Resolution of the 79th General Assembly, Second Extraordinary Session, 1994.
3. Laboratory Fees.

Dean Mosbo reported on the visit of two people from the Arkansas Science and Technology Authority, and distributed materials they had provided.

Dean McLauchlin reported on the Fulbright Scholar Program and availability of the Directory of Visiting International Scholars.

Dean Bowman reported on the Exemplary Practices in Education workshop to be held at UCA on November 1. Ms. Tommie Butler will be presenting the topic, "Preparing Them Wisely."

Dean Hattlestad reported that the College of Health and Applied Sciences is hosting health programs advisors from other Arkansas institutions on Friday, October 28.

Dean Lorenzi reported on a recent international student focus group meeting.

Dean Miller announced that a Time Management Workshop will be held at UCA on December 2.

The meeting adjourned at 2:50 p.m.

ANTHONY D. SITZ
Secretary

COUNCIL OF DEANS
MINUTES
NOVEMBER 2, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, November 2, 1994 in the Vice President for Academic Affairs' conference room. All members were present except Ms. Pritchard, Dean Hattlestad, and Dean Hardin.

Dean Bowman moved approval of the October 26 meeting minutes, seconded by Dean

COUNCIL OF DEANS
MINUTES
NOVEMBER 9, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, November 9, 1994 in the Vice President for Academic Affairs' conference room. All members were present except Ms. Pritchard and Dean Lorenzi. Dr. Jim Barr represented the College of Business Administration. Vice President Berry presided.

Dean Hattlestad moved approval of the November 2 meeting minutes, seconded by Dean Miller. After the discussion, the minutes were unanimously approved.

Dean Hardin reported on his upcoming meeting with the National Association of Schools of Art and Design evaluation team members.

Dean Stark also reported on the NASAD evaluation team visit and announced Art department exhibits and locations.

Mr. Sitz reported on plans to redesign the present trial study form and implement a request form for academic information from the Computer Center. He distributed draft forms for Deans Council members' review.

The Council discussed the following:

1. Degree requirements, including the average time in which degrees, majors, and minors may be completed. The impact of teacher education certification, acc anw8 FtlFn. nsues wasStark ncil discletview.
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COUNCIL OF DEANS
MINUTES
NOVEMBER 16, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, November 16, 1994 in the Vice President for Academic Affairs' conference room. All members were present except Ms. Pritchard, Dean Bowman, Dean Lorenzi, Dean Mosbo, Dean Stark, and Dean Miller. Dr. Jim Barr represented the College of Business Administration and Dr. Fred Litton represented the College of Education. Vice President Berry presided.

Dean Hattlestad moved approval of the November 9 meeting minutes, seconded by Dean Roden. After the discussion, the minutes were unanimously approved.

The following items were discussed:

1. Doctoral degree proposals.
2. December Commencement.
3. Budget requests.

Mr. Sitz reported on advance registration for the 1995 spring semester.

The meeting adjourned at 1:50 p.m.

ANTHONY D. SITZ
Secretary

COUNCIL OF DEANS
MINUTES
NOVEMBER 29, 1994

The Council of Deans met at 1:30 p.m. on Tuesday, November 29, 1994, in the Vice President for Academic Affairs' conference room. All members were present except Ms. Pritchard. Vice President Berry presided.

Dean Hattlestad moved approval of the November 16 meeting minutes, seconded by Dean Bowman. After the discussion, the minutes were unanimously approved.

Dean Roden presented the minutes of the November Undergraduate Council meeting and moved support for the following recommendations:

NEW COURSES

TECH 1315 Microcomputer Applications for Technologists

TECH 2105 Supervised Training

TECH 2205 Supervised Training

TECH 2305 Supervised Training

NEW PROGRAM PROPOSAL

Associate of Applied Science degree in Industrial Technology

Dean Bowman seconded the motion to support the recommendation. After discussion, Dean McLauchlin moved to table the motion at this time in order to allow for additional discussion before final action. Seconded by Dean Hattlestad, the motion to table passed.

The following other items were discussed:

1. Academic Program Priorities.
2. The College/Technical Preparation Core Curriculum.
3. New Student Orientation for the 1995 spring term.

Dean Roden reported on the December 6 Student Retention and Recruitment Workshop to be presented by Dr. Jim Carr.

Dean Hattlestad invited everyone to the College of Health and Applied Science Student Colloquium.

Dean McLauchlin reported that applications are available for the ADHE promotional grants.

Mr. Sitz reported on several items. 6,470 students have advance registered for the spring semester. Final grade rosters for this fall semester will be delivered to departments by December 7. The Registrar's Office will be open Saturday, December 17 and Sunday, December 18 to receive final grades from the faculty. The Winter Commencement will be at 7:30 p.m. on December 16. There are approximately 524 degree candidates.

Dean Hardin reported on the work of the Library Systems Committee.

Dean Miller reported on Continuing Education course offerings for the 1995 spring semester.

Dean Stark reported on the recent Faculty Senate meeting where he represented Vice President Berry.

Dean Lorenzi reported on his recent visit to institutions in Russia, Malaysia, and Taiwan.

Vice President Berry reported that a meeting will be held at ADHE on November 30 regarding administering the Rising Junior Examinations.

The meeting adjourned at 3:00 p.m.

ANTHONY D. SITZ
Secretary

COUNCIL OF DEANS
MINUTES
DECEMBER 7, 1994

The Council of Deans met at 1:30 p.m., Wednesday, December 7, 1994, in the conference room of the Vice-President for Academic Affairs. Present were Dean Stark, Dean Mosbo, Dean Bowman, Dean Hattlestad, Dean Roden, Dean Hardin, Dean Miller and Ms. Pritchard. Dr. Jim Barr represented the College of Business Administration. Vice-President Berry presided. Deans Lorenzi and McLauchlin and Mr. Sitz were away from campus. Dean Miller took the minutes in the absence of the secretary.

Dean Stark moved approval of the November 30 meeting minutes. Dean Mosbo seconded and the minutes were unanimously approved.

Dean Roden moved approval of a proposal for an Associate of Applied Science in Industrial Technology program as amended (see attached). Dean Bowman seconded. Motion passed unanimously.

A question concerning the he Arkansas Teacher Licensure Task Force was discussed. Deans Mosbo and Bowman summarized questions from their respective colleges. Dr. Berry requested that Dean Mosbo ask Dr. Stanitski to prepare a short memo that calls attention to concerns.

Dean Bowman reported that Childhood Education and Special Education recommended a merger of the two departments and moved that the Council of Deans accept their recommendation. Dean Hattlestad seconded and the motion carried unanimously.

General discussion of relations with community colleges was conducted. The council will return to this topic at a later date.

Briefly addressed also were possible course offerings, schedules and budgets for summer school. This topic will also be taken up again at a later date.

Dean Bowman reported that the College of Education had a good meeting with representatives of five community and technical colleges at UCA, November 15.

COUNCIL OF DEANS
MINUTES
DECEMBER 14, 1994

The Council of Deans met at 1:30 p.m. on Wednesday, December 14, 1994, in the Vice President for Academic Affairs' conference room. All members were present except Dean Roden. Vice President Berry presided.

Dean McLauchlin moved approval of the December 7 meeting minutes. Seconded by Dean Hattlestad, the minutes were unanimously approved.

Vice President Berry announced that the Conway Area Chamber of Commerce will sponsor a public reception honoring Senator Stanley Russ on January 9, 1995, at the State Capitol in Little Rock.

The following items were discussed:

1. Final Examination Schedules.
2. The Undergraduate Bulletin. The deans will continue discussion regarding possible revisions.
3. ADHE Promotional Grants. Dean McLauchlin reviewed submissions to date and the general categories of the grants. The deans will identify and report potential grant items from their areas to Dean McLauchlin by the first week of January.
4. Equity Pay Adjustment. Discussion will continue at a future meeting.

Dr. Jim Dombek, Vice President for Administration, joined the meeting at 2:30 to report on his recent visit to Ball State University in Indiana. Dean Mosbo and Dr. Earl McGehee accompanied Dr. Dombek on the visit and they observed Ball State's computer operations, distance learning, and visual information systems.

Dean Mosbo reported the appointment of Dr. Stephen Addison as acting Assistant Dean of the College of Natural Sciences and Mathematics, beginning January 1.

Dean Stark announced the appointment of Dr. Anne Patterson as Assistant Dean of the College of Arts and Letters, beginning January 1.

Dean Bowman reported on the Arkansas Rural Educators Association meeting and thanked the council members for their participation.

Dean Hardin reported that a library research survey is being conducted.

Dr. Buchanan reported on assessment plans for 1995.

The meeting adjourned at 3:20 p.m.

ANTHONY D. SITZ
Secretary