



# **COUNCIL OF DEANS**

**September 6, 2006**

The Council of Deans met in regular session at 9:00 a.m., Wednesday, September 6, 2006, in the present: Pat Cantrell, Neil Hattlestad, Maurice Lee, Elaine McNiece, Rollin Potter, Larry

Roden reminded the deans of a retirement reception for Norma Farthing.

Following a motion by Seidman and second by Robinson, the meeting adjourned at 10:00 a.m.

csd

## **COUNCIL OF DEANS**

**September 20, 2006**

The Council of Deans met at 2:30 p.m., Wednesday, September 20, 2006 Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Neil Hattlestad, Elaine McNiece, Rollin Potter, Larry Robinson, Sally Roden, and Stephen Seidman. Peter Mehl represented Maurice Lee.

Potter presented a proposal from the Department of Writing and Speech to reorganize the unit into two separate departments. Following discussion, Potter moved to accept the proposal to reorganize the existing single department into a department of writing and a department of speech and public relations. He indicated that the departmental faculties will decide the formal department names later this semester. Roden seconded the motion, which passed unanimously.

Potter led a discussion of approval levels for travel and purchase orders through the Banner system. Esteban asked the deans to inform his office of preferred approval levels by September 29.

Roden shared information with the council regarding budget deficits in Torreyson Library. Departments are asked to have library requests to the library director in January for the next fall semester. Discussion followed.

Lee discussed the approval process for Phased Retirement proposals and stated that the department chair and dean should be added to the approval chain. He asked that the agreement

McNiece distributed information on summer enrollments. The data included a final report for summer 2006 and planning information for summer 2007. She asked the deans to urge chairs to begin the process for 2007.

McNiece shared information on graduate enrollment for fall 2006, and handed out the new Graduate School brochure. A discussion on doctoral programs followed.

Hattlestad raised a question regarding promotion and tenure recommendation letters for faculty who apply for both. Discussion regarding promotion and tenure followed.

Potter indicated that the National Symphony Orchestra has been invited to perform at UCA in 2009. He also informed the deans of programmin





Hattlestad reminded the council that the Arkansas De meeting October 2 at the University of Arkansas and announced that UCA will host the event next year.



# **COUNCIL OF DEANS**

**October 11, 2006**

The Council of Deans met in regular session at 9:00 a.m., Wednesday, October 11, 2006, in the



# COUNCIL OF DEANS

October 25, 2006

The Council of Deans met in regular session at 9:00 a.m., Wednesday, October 25, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Neil Hattlestad, Maurice Lee, Elaine McNiece, Rollin Potter, Larry Robinson, and Sally Roden. Paul Hamilton represented Stephen Seidman. Jonathan Glenn attended at the Provost's request.

The COD minutes of October 11 were approved as circulated.

Roden presented the Undergraduate Council minutes of October 17.

Roden moved to recommend approval to curriculum changes in the Bachelor of Science in Health Sciences with an emphasis in Health Services Administration.

Change from an elective to a required course:  
HED 4370 Administration of Health Programs

Hattlestad seconded the motion, which passed unanimously.

Roden asked the deans to review the following information items:

Change HED 3315 Theory and Practice of Prevention from a required course to an elective

Hattlestad asked if other colleges have an admissions staff member who is assigned to their college. He complimented the work of Chris Riggins who recruits students for the CHBS and suggested that other colleges may benefit from an admissions recruiter.

Potter reported on a recent meeting with John Gale and the Student Government Association to discuss the UCA radio stations.

Roden: (1) shared concerns about the disability policy submitted by Crystal Hill. Esteban asked her to draft a formal response from the Council of Deans; (2) announced that Marvin Williams was one of only four in the nation to receive the NAACA advising award and invited everyone to attend a reception in his honor on Thursday.

Following a motion by Hamilton seconded by Robinson, the meeting adjourned at 10:45 a.m.

csd

## COUNCIL OF DEANS

November 8, 2006

The Council of Deans met in regular session at 9:00 a.m., Wednesday, November 8, 2006, in the

present: Neil Hattlestad, Elaine McNiece, Rollin Potter, Larry Robinson, Sally Roden, and Stephen Seidman. Peter Mehl represented Maurice Lee, and Joe Cangelosi represented Pat Cantrell. Jonathan Glenn attended at the request of the Provost.

The COD minutes of October 25 were approved as circulated.

McNiece presented the Graduate Council minutes of October 24.

McNiece moved to accept the following recommendations for graduate faculty:

8-year review

Jay Ruud	ENGL	5305,5340,5360, 6393,6392,6394,6301
----------	------	-------------------------------------

3-year review

Richard Noyes	BIOL	5100, 5X71, 5210, 5X90, 5404, 5410, 5415, 5450, 5470, 6X01, 6X95, 6290, 6330, 6443, 6450, 6480, 6382
James Deitrick	PHIL	5350
Nancy Gallavan	ASTL	5340, 6301, 6302, 6303, 6305, 6380
	MSTS	6322, 6323
Joe Dull	FILM	6320, 6322, 6324, 6325, 5392
Kari Naylor	BIOL	5X71, 5210, 5X90, 5420, 5530, 5540, 6X01, 6X95, 6290, 6430, 6455, 6480, 6382



**Council of Deans Minutes  
November 8, 2006**

# **COUNCIL OF DEANS**

**November 29, 2006**

The Council of Deans met in regular session at 9:00 a.m., Wednesday, November 29, 2006, in

were present: Pat Cantrell, Neil Hattlestad, Elaine McNiece, Rollin Potter, Larry Robinson, Sally



Dean Reports

Hattlestad called for donations from the COD for the Centennial Campaign.  
Potter distributed material prepared by Jimmy Bryant with regard to the time capsule and suggestions for the types of items that should be submitted.

permanent site for the event.

Roden: (1) informed the deans of the beginning of the second phase of work for the Foundations of Excellence Committee; (2) stated that the Retention Committee will meet this afternoon; (3) reported on the recommendations of the Admissions Committee to return to the 1998 point levels.

Following a motion by Seidman and second by Robinson, the meeting adjourned at 11:00 a.m.

csd

# **COUNCIL OF DEANS**

**December 6, 2006**

The Council of Deans met in regular session at 9:00 a.m., Wednesday, December 6, 2006, in the Provost's Conference Room. Gabriel Esteban presided, and the following council members were present: Pat Cantrell, Ne

bond paper will be placed in a secured area in Torreyson Library, while the copy will be made available for review. The department will specify the number of copies with original signatures to be submitted and stipulate whether they are to be bound or unbound. In addition to the original and copy for the Library, there will be a minimum of two copies, one for the student and one for the department.

Hattlestad seconded the motion, which passed unanimously.

McNiece moved to recommend the following:

MBA Admission Change: Increase minimum GMAT score (for admission into program) from 450 to 500.

Cantrell seconded the motion, which passed unanimously.

McNiece presented the following information items:

UALR/UAMS/UCA Joint Graduate Council approval of course changes of fixed credit hour courses to variable credit in the Communication Sciences and Disorder Program:

Harvey seconded the motion, which passed unanimously.

Roden moved to recommend the following new courses in English:

ENGL 4315 Twentieth-Century American Poetry  
ENGL 4366 Literary Theory and Criticism

ENGL 4385/4685 Travel Seminar in Literature

Harvey seconded the motion, which passed unanimously.

Roden presented the following information items:

Delete ENGL 3611 Travel Seminar in English Literature  
Add SPAN 3315 as an elective to the Latin American Studies minor  
Either RELG 1320 or 1330 may count as electives for Religious Studies majors & minors  
Change CHED 2303 Special Topics to ECSE 2303 Special Topics  
Convert BMTE 4311 to electronic delivery

Roden urged deans to monitor electives.

Roden shared information about questions that have arisen regarding the approval of distance education courses. Discussion followed.

Esteban: (1) reported on yesterday's luncheon with the Faculty Senate Executive Committee and President Hardin; (2) shared an invitation to AETN's 40<sup>th</sup> anniversary event; (3) reminded deans of the Board of Trustees meeting on Friday; (4) stated that of the Golden Apple Awards that were presented last night, all of the school districts winning awards were in the northern part of the state; (5) will host a d ? \$n ?'sba t O ; 5)rd d r