

University of Central Arkansas
Council of Deans
Wednesday, October 28, 2020
9:00 a.m. – 11:00 a.m.
Zoom Meeting

MINUTES

The Council of Deans met in regular session at 9:00 a.m. on October 21, 2020 via Zoom. Provost Patricia Poulter presided and the following members were present: Stephen Addison, Angela Barlow, Kurt Boneicki, Jonathan Glenn, Victoria Groves-Scott, Michael Hargis, Nancy Reese, Patricia Smith, and Tom Williams.

1. Welcome: Provost Poulter welcomed members.
2. Action Items
 - a. COD October 21, 2020 Minutes: Minutes were approved with one correction.
3. Discussion Items
 - a. Business
 - i. Provost Updates
 1. COVID-19
 - a. Planning continues through Fall 2021.
 - b. A new student guide is being published for Spring 2021.
 - c. There will be a testing event for faculty, staff, and students following spring break.
 - d. Members are asked to review alternative work requests to assure coverage in divisions and on campus.
 - e. Student Affairs continues to monitor student events for compliance.
 2. Winter Commencement: Deans should only attend the commencement ceremony (ceremonies) for their college.
 3. Workshop Experience: Discussion will be held regarding the October 14th workshop during a future COD meeting.
 4. The ADHE program viability report will be discussed at the next meeting. Responses are due to ADHE by December 1, 2020.
 5. The university is expanding the campus Zoom license.
 6. The laptop initiative has expanded beyond incoming freshmen.

- iii. Attendance Policy-Spring 2021: The university attendance policy is still in effect. Faculty should include this policy in their syllabus and take class attendance. Also, grades must be posted on Blackboard.
- iv. Alumni Outcomes Reports: Reports are available on the COD shared drive.
- v. Including Associate Deans when the faculty evaluates Deans and Chairs: Stephen Addison: Dr. Addison requested that Associate Deans be included in online evaluations by faculty. The evaluations will be conducted at the same time as Chair evaluations. Members discussed conducting all three evaluations (Chairs, Associate Deans, and Deans) during the spring semester. Chairs and Associate Deans will be evaluated in February and Deans in April. Dr. Glenn will adjust the evaluation process to include Associate Deans and the information will be shared on the Academic Affairs website.
- vi. College Updates:
 - 1. Members provided an update on their respective college/division.
 - 2. Dr. Williams recognized Dr. Groves-Scott and Dr. Barlow for their recently published chapter in the book: "Using Mobiles in Early Childhood and Elementary Settings".

4. Important Dates

- a. October 31: Honorary Degree Nominations Due to Provost
- b. November 1: Annual Reports due to Provost
- c. November 2: Sabbatical Leave Applications Summer/Fall 2021 due to Provost
- d. November 11: COD 9:00 a.m. via Zoom

AY20-21 Initiatives

- o Instructional and Campus Continuity
- o Diversity, Belonging, Inclusion, and Equity
- o Assignment of Instructional Duties – Finalize
- o BA-BS Discussions and Decisions
- o Momentum Year (includes Meta-Majors)
- o Policy and Process Improvement