

Council of Deans
May 10, 2017

The Council of Deans met in regular session at 9:00 a.m. on Wednesday, May 10, 2017. Provost Steve Runge presided and the following members were present: Jonathan Glenn, Michael Hargis, Maurice Lee, Vicki Groves-Scott, Kurt Boniecki, Jimmy Ishee, Terry Wright, Ginny Adams (in the absence of Stephen Addison) and Laura Young. Amber Hall was present for item number one. Joan Simon was present for items three through seven.

- 1) Amber Hall provided an update to the Council of Deans about the Mid-Tenure Review process within Digital Measures. A handout was passed out to the Council that detailed changes to the Reviewers Report, Application section, and the Process Flow. She also provided the Council with three options for consideration for the way the narrative is presented within the Application section. Discussion followed. Alicia Crow will email a departments.
- 2) Dr. Jeffrey Holm, candidate for the Dean of the Graduate School and Director of Sponsored Programs position interviewed with the Council of Deans.
- 3) The CoD minutes from the April 26, 2017 meeting were considered and approved.
- 4) Action items of the April 20, 2017 UCA Graduate Council were considered as follows:

New courses for the Doctor of Occupational Therapy (OTD), OTHY 6112 Level I Fieldwork

J. Simon also discussed the draft of a UCA Graduate School Standards of Professional Behavior document that was handed out to the Council members. The Council requested that the document reference/include links to current policies that are in place and make it clear that this policy does not replace those current policies. They also asked that it include an appeal process to the paragraph covering procedures for addressing violations of the policy. Discussion followed.

- 5) S. Runge led a discussion on the process for scheduling final exams for online courses. Currently, students are having conflicting exam schedules for online and on-campus classes. A schedule needs to be created to prevent this from happening in future semesters. K. Boniecki stated that Michael Judge will work with OLAC over the summer to create a schedule for the online exams. S. Runge stated that they should also poll other universities to see how they have structured their exam schedules.

S. Runge also stated that there continues to be cases of final exams being given before the scheduled exam week. Final exams must only be given during the planned week. This same rule applies to online final exams, as well.

6)

The next meeting of the Council of Deans is scheduled for 9:00 a.m. on Wednesday, June 7, 2017.

The Faculty E
the day today.

Each Dean should
representatives.

7) Member Reports:

V. Groves-Scott asked about the process of approving the updated departmental guidelines pertaining to the linking of Tenure and Promotion to Associate Professor. S. Runge stated that he would like to review the updated documents