

Deans Council Meeting Minutes
September 12, 2017
2:00 p.m.
Sandra Campbell Conference Room

Present: Dr. Peggy Doss, Dr. Laura Evans, Dr. Rick Clubb, Mr. Mark Spencer, Dr. Lou James, Ms. Kim Level, Dr. Phil Tappe, Mr. Dan Boice, Dr. Brandy Haley, Dr. Kelly Bryant, Mr. Brian Hairston, Dr. Morris Bramlett, Ms. Crystal Halley, Ms. Linda Rushing, Ms. Janie Carter, Mr. Bob Ware and Ms. Sharon Cantrell.

The minutes from the August 28, 2017 meeting were approved.

Each dean gave a departmental update.

Dr. Doss asked the deans to review textbook adoption forms for accuracy and ensure that a form is submitted for every class. She also asked that the departments try to place 1-2 copies of each textbook on reserve in the Library. Also, remind faculty to work with students who cannot currently purchase textbooks due to in-progress financial aid. Dr. Evans will contact the bookstore about the issue of not having books in-stock as required by the textbook adoption forms.

Dr. Doss discussed performance funding strategies. There will be a two groups developing strategic plans for performance funding. Dr. Doss will lead the academic team, and Mr. Hughes will lead the university operations team. Initial meetings will be held with Dr. Bramlett, Mr. Spencer, Dr. Evans, Ms. Rushing and Mr. Ware, leading into larger group meetings. These teams are in addition the performance funding watchdog group.

Dr. Doss stated that in moving forward the departments will need to have more frequent, meaningful meetings to ensure that everyone is fully informed. Please share all vital information with your faculty.

Dr. Doss asked deans to address any concerns of faculty not being conducive to retention. If there is room for improvement, then it should be reflected during the faculty evaluation process.

Dr. Doss stated that leaders have to be problem solver and make tough decisions.

Dr. Evans discussed the progress UAM has made with Math Pathways. There are many changes being made for the Spring 2018 semester.

Ms. Halley stated that a Blackboard shell with advisor training materials will be available to all advisors soon. She will also send out instructions on how to view the notes entered on an Academic Alert. The following dates have been set for advisor training.

- October 13 – Crossett Campus
- October 24 – Redesigned Majors Event
- October 31 – New Advisor Training
- November 2 – Experienced Advisor Training
- November 3 – McGehee Campus

Dr. Doss asked the deans to turn in class schedule drafts by the due dates. The deans should turn in a draft even there are no changes. She asked the deans to ensure that the schedules are as accurate as possible, removing STAFF as soon as possible and making sure there are rooms assigned to every class.

Ms. Haley presented Curriculum & Standards Proposals for the School of Nursing.

1. Add Entrance Exam Policy for students applying to Nursing School.
2. Modify the Readmission Policy by removing the option for readmitted nursing students to audit a course.

The Council approved both C&S proposals.

Important Dates:

- Parent/Family Appreciation Day – September 16
- UAM College Fair, Sept. 14-15 in UC Gym
- Arkansas Dean’s Association Annual Meeting September 17-18
- “Beam Signing” & Ribbon Cutting Ceremony for the Learning Commons - October 18
- Homecoming October 21
- Herbarium Open House September 23 at 11:00 a.m.

The meeting adjourned at 4:40 p.m.