

**Deans Council Meeting Minutes**  
**March 27, 2018 at 2:00 p.m.**  
**Sandra Campbell Conference Room**

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

The Council interviewed Dr. Marsha Clayton for the position of Dean for the School of Business.

The minutes from the March 8, 2018 meeting were approved.

Dr. Doss announced to the Council as of yesterday the Enrollment Management Services has transitioned under the umbrella of the Office of Academic Affairs.

Ms. Halley discussed Scholars Day about having students in groups according to their major. She stated the deans would receive a list of student names a week before event. Ms. Halley will provide academic advising sheet. Please ask faculty to print student's class schedule.

Ms. Halley reminded the Council of the Academic Advising Training on March 28 at 2:00-4:00 in BBC 213.

Dr. Doss reminded the Council to encourage faculty to use the appointment campaign and send out an invitation to students the Sunday prior to pre-registration.

Dr. Doss stated the pre-registration starts on Monday, April 2 and ends on April 13.

Dr. Doss discussed the Academic Works and asked the Council to give names of their unit representative to Mr. Harrison.

Dr. Doss asked the Deans to remind faculty to encourage students to complete the course evaluation.

Dr. Doss encouraged the units to continue working with faculty on the Strategic Plan.

**Important Reminders:**

- No activities within 24 hours prior to final exam week
- Pre-Registration Days for Summer and Fall – April 2-13
- Course Evaluations using Blackboard for Spring 2018 – April 2 -15
- Assembly Meeting – April 9
- Scholar's Day – April 16
- Early Admit Advising (Conditional Prep) – April 17
- UAM Commencement Ceremony – May 11 @ 10:00 and 2:00

**10:00 a.m. ceremony**

- School of Forestry & Natural Resources
- School of Mathematical and Natural Sciences
- School of Nursing
- School of Social and Behavioral Sciences
- Division of General Studies
- University of Arkansas System eVersity

**2:00 p.m. ceremony**

School of Agriculture

School of Arts and Humanities

School of Business

School of Computer Information Systems

School of Education

Important Dates:

Grades for Spring 2018

Term for Spring 2018

Full Term

8 Week 2 Sessions

Last Day to Drop

March 28

April 13

Mid-term Grade Posted/Due

March 21

April 10

On Going Progress:

Strategic Plan Development

Advisement Campaign

Recording of Attendance

Submission of Mid-term Grades

The meeting adjourned at 3:50 p.m.