

Deans Council Meeting Minutes
April 24, 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, Dr. Marsha Clayton, Ms. Carrie Johnson, Ms. Linda Rushing, Mr. Bob Ware, Ms. Sharon Cantrell, and Ms. Rita Hyatt.

The minutes from the April 10, 2018 meeting were approved.

Ms. Dolberry provided the Council with information about the final exam schedule to revise the UAM calendar. The revised final exam schedule will only be four days. Dr. Doss thanked Ms. Dolberry for her work on the final exam schedule. She will submit the revised schedule to the Executive Council for approval.

Ms. Halley continued the discussion on repeating courses. The Council discussed removing the maximum times to repeat course, add a comment about mathematics courses, and that a student should see the Unit Head about repeating courses.

Ms. Dolberry reminded the Council that final grades are to be posted by 10:00 a.m. on May 9. Dr. Doss encouraged the deans to get a copy on faculty grades rosters before they leave campus. The deadline to submit grades are very important.

Mr. Boice talked about the HLC updates concerning the accreditation process. He stated that UAM's assurance review is due to HLC in May 2019 with the on-line review process in June 2019. The HLC review will be completed electronically and via phone with Mr. Boice there will no on-site visit. Mr. Boice stated that the HLC steering Committee has started gathering information for the upcoming accreditation process. The Committee has identified two concerns 1) Student Learning Outcomes 2) Assessment/Co-Curriculars. Mr. Boice stated that the CASSA committee needs to be adjusted to meet HLC guidelines.

Dr. Doss reminded the Council that Annual Reports are due on August 10 and must be posted to the UAM website.

Dr. Doss asked the Council to provide an update on the Strategic Planning process within their unit.

Dr. Doss reminded the Council that Commencement will be Friday, May 11 at 10:00 a.m. and 2:00 p.m. in the Steelman Field House. She provided the Council with a copy of the policy for Commencement participation. Dr. Doss stated that all faculty are required to attend Commencement; however, if a faculty member cannot attend, the Deans should send a request to the Office of Academic Affairs for the faculty member to be excused. Ms. Dolberry stated that faculty will line up on the sidewalk along the UAM (Weevil) pond at the south end of the football field. Ms. Hyatt will assist in lining up faculty beginning at 9:30 and 1:30.

UAM Commencement Ceremony – May 11

10:00 a.m. ceremony

School of Forestry 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

Dr. Doss encouraged the deans to have a discussion with faculty on topics for Professional Development Week.

Dr. Doss provided the deans with a copy of the UAM OPERATING PROCEDURE 440.3 Summer School Compensation Policy and asked deans to complete the workload spreadsheet by May 18. Ms. Dolberry asked the deans to review the class schedules for summer and fall 2018, for faculty updates and class locations.

Dr. Doss provided the Council with the summer pre-registration dates and reminded the deans that faculty teaching classes in summer should help with registration dates.

Important Reminders:

No activities within 24 hours prior to final exam week

On Going Process:

Strategic Plan Development
Advisement Campaign
Recording of Attendance
Submission of Mid-term Grades

The meeting adjourned at 4:12 p.m.