

UA Little Rock Graduate Council
September 11, 2019 3:00 p.m.
Ottenheimer Library, Room 535

Minutes

Members Present:

Qingfang He, Roger Dorsey, Gary Geissler, Sung-Kwan Kim, Jim Grover, Laura Ruhl, Yupo Chan, Trisha Rhodes, Karen Kuralt, Jerry Stevenson, Natalie Snow, Nicole Godfrey, Bryce Jackson-Litteken, Rebekah White, T. Greg Barrett, David Manry, John Nichols, Lynne Larsen

Members Absent:

Annie Childers, Nawab Ali, Adelene McClenny, Mengjun Xie, Gail Hughes, Donna Rose

Others Present:

Paula Baker, Dana Steele, Malissa Mathis, Ross Bradley

Meeting called to order at **3:03 p.m**

Old Business

- Approved minutes from August 28, 2019 meeting.

New Business

- **Report of the Curriculum Committee**
 - **Donaghey College of Engineering and Information Technology**

19-6051	SYEN	5376	New Course APPROVED
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19-6052	SYEN	5374	New Course APPROVED
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- **College of Education and Health Professions**

19-6004	AUSP - PhD		Program Deletion APPROVED
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19-6006	AUD		Program Deletion APPROVED
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19-6005	AUSP - MS		Program Deletion APPROVED
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Comments About Program Deletion:

- Committee thinks this is a tragic loss to the university.
- Program had been around for roughly 30 years.
- Everything has moved over to UAMS.
- Usually the committee likes to suspend programs and/or courses, this gives the program or course a chance to be revived again on campus, but the defender of these Curriculum Change Forms (CCF) stated there is no chance these programs will return to campus.
- **Report of the Policy and Personnel Committee**
 - **Nominees for Graduate Faculty Affiliate Status:**
 - Ben Dory Master's UA Little Rock CALS

APPROVED
 - **Nominees for Full Graduate Faculty Status:**
 - Richard H. Lewis Doctorate UA Little Rock CSSC

APPROVED

Dean's Report

N/A

Open Forum

The committee discussed the importance of log numbers on Curriculum Change Forms.

- These numbers play a big role in the new catalog system.
- When submitting CCFs, it is important that the log number is known. Knowing this number can help keep track of the submission.
- There is a link on the new catalog website that allows you to submit your comments, edits, or concerns. To complete this form, you must know your log number.
- Make sure log numbers are correct.
- Committee members should take their CCF log numbers back to their colleges and share the information with their faculty.
- Note that your log number will only work if your CCF has been approved.
- For more information, please visit <https://ualr.edu/catalogs/how-to-use-the-catalog/>.

The process of a CCF form is as follows:

CCF leaves meeting → Travels to the Provost Office → Properly categorized → Emailed to appropriate individuals → Approved and added to catalog

Catalog Deadlines

- CCFs must be in before March 1st to make the catalog.
- If CCFs are received after March 1st, they will be added to the next catalog.

Catalog Concerns

Currently looking into a few issues that committee members expressed.

- A couple missing master's programs.
 - Records and Registration agreed to investigate this. The office believes that these programs may still be active, but may have fallen out of the catalog at some point.
- Program closures without committee approval.

Committee members spoke about legislation that passed to prohibit programs being taken away without faculty consent.

- Legislation states that program closures due to financial administrator recommendation must go through the committee before a program disappears on campus.
- If a program has disappeared without acknowledgment, the faculty should ask for the program to be reinstated.
- The committee has the power to vote on the matter if there is a good reason for the deleted program to exist, however, the committee doesn't have the final say so.

New Graduate School Contact

- If any committee member has any comments, questions, or concerns, they should contact Paula Baker.
- If Paula cannot address your comments, questions, or concerns, she will refer to Dr. Berry for guidance as needed.

Meeting adjourned **3:37 p.m.**