

# College of Health Professions Executive Committee – Meeting Record

<b>DATE</b>	March 31, 2016	<b>FACILITATOR</b>	Douglas Murphy	<b>LOCATION</b>	Winters Conference Room, Administration West Building
<b>TIME</b>	8:30-9:30 am	<b>RECORDER</b>	Deborah Taylor	<b>GUESTS</b>	

### ATTENDEES (✓ INDICATES ATTENDANCE)

✓ Tony Baker	✓ Mitzi Efurd	✓ Karen Hunter	✓ Douglas Murphy	Mark Wallenmeyer
✓ Danny Bercher	✓ Phyllis Fields	✓ John Jefferson	Nannette Nicholson	✓ Bill Woodell
✓ Erna Boone	✓ Reza Hakkak	✓ Trish Kelly	✓ Cindy Saylor	✓ Tiffany Lepard
Lori Williamson Dean	✓ Suzanne Hansen	✓ Susan Long	✓ Kathy Trawick	✓ Betholyn Gentry

### AGENDA

### MEETING RECORD

Time	Item	Presenter	Main Points / Discussion
8:30	I. Announcements	Varies	<ol style="list-style-type: none"> <li>Promotion and Tenure workshop, April 29, 12:00-1:30 pm – department chairs should attend with faculty members. Contact Danny Bercher or Nannette Nicholson with any questions.</li> <li>Save the date for the CHP Faculty Showcase on Wednesday, July 13, tentatively 9:00 am to 4:00 pm. Additional details to come. Contact Mary Ellen Nevins or Susan Long with any questions.</li> <li>Douglas Murphy on vacation April 7-17</li> <li>Recruitment brochure progress – anticipated completion date is May 1</li> <li>Hooping Ceremony for master's and doctoral graduates and faculty, Thursday, May 19, 5:30-6:30, UALR Stella Boyle Smith Auditorium</li> <li>Graduation Celebration Brunch for graduates, their family and friends, and CHP faculty and staff, Friday, May 20, 10:00-11:30 am, Administration West Lobby and Portico</li> <li>Commencement, Saturday, May 21, 3:00 pm – faculty expected to attend</li> </ol>
8:40	II. Follow-up on Promotion and Tenure Guidelines	Douglas Murphy	<ul style="list-style-type: none"> <li>Continue with discussion of proposed promotion and tenure guidelines; compile suggestions for refinement (discussed pages 1-6)</li> <li>Will continue discussion in the April 21 EC meeting</li> </ul>
9:10	III. Overview of College Planning Process – Connection to College Values	Douglas Murphy	<p>The strategic planning process that we are using is organized around the “disciplines” outlined in Lencioni, P. (2012). <i>The advantage: Why organizational health trumps everything else in business</i>. San Francisco: Jossey-Bass. (See the process outline below.) Over the past year and a half or so, we have worked together on Discipline 1 and the first few portions of Discipline 2. At the EC retreat last fall, we began work on defining college values (part of “How Do We Behave?”) and in subsequent meetings, the values statements have been refined in EC meetings and with input from faculty and staff. We are now ready to begin using the values statements and all the previous work to plan for “How Will We Succeed?”. Over the next two or three months, we will schedule EC meeting agendas to begin preliminary work on those plans, and we will schedule an EC retreat (probably a half-day) in late summer or early fall for some in-depth work on planning.</p> <p>Discipline 1 – Build a Cohesive Team</p> <ul style="list-style-type: none"> <li>Build Trust</li> <li>Master Conflict</li> <li>Achieve Commitment</li> <li>Embrace Accountability</li> <li>Focus on Result</li> </ul>

			Discipline 2 – Create Clarity <ul style="list-style-type: none"> <li>• Why do we exist?</li> <li>• What do we do?</li> <li>• <b>How do we behave? (College Values)</b></li> <li>• How will we succeed? (Planning Part 1)</li> <li>• What is important – right now? (Planning Part 2)</li> <li>• Who must do what? (Planning Part 3)</li> </ul> Discipline 3 – Overcommunicate Clarity Discipline 4 – Reinforce Clarity
9:30	Adjourn		

ACTION PLAN		
Action Item	Owner	Target Date
<ul style="list-style-type: none"> <li>• Promotion and Tenure Guidelines – Incorporate suggestions into revised guidelines for presentation to faculty at spring faculty meeting on April 22. Two or three “hearings” will be planned in early fall for additional faculty input.</li> <li>• Douglas will request additional comments and suggestions to be sent by email; due by April 15 at 4:30 pm</li> </ul>	Douglas Murphy	<ul style="list-style-type: none"> <li>• Complete current revisions and send to EC members – April 5</li> <li>• Hearings TBD</li> </ul>
College Planning Process – Set future “workshop” dates during EC and retreat in summer	Douglas Murphy / Deborah Taylor	TBD