

The Board of Trustees of the University of Central Arkansas convened in a called meeting Friday, November 19, 1999, at 3:00 p.m. in the Fireplace Room in McCastlain Hall with the following officers and members present, to-wit:

Chair:	Mr. Rickey Hicks
Vice Chair:	Mr. Dalda Womack
Secretary:	Mr. Randy Sims
	Dr. Harold Chakales
	Mrs. Elaine Goode
	Mr. Rush Harding

and with the following absent, to-wit:

Mr. Madison P. Aydelott III

constituting a quorum of said Board, at which meeting the following business was transacted, to-wit:

MINUTES

Minutes of the October 4, 1999, Board Meeting were unanimously approved as circulated upon motion by Mr. Harding with a second by Mr. Sims.

STATEMENTS FROM THE PRESIDENTS OF THE STAFF SENATE, NON-TENURE TRACK FACULTY SENATE, FACULTY SENATE, AND STUDENT GOVERNMENT ASSOCIATION

Copies of the statements from the presidents of the Staff Senate, Sharon Russell; Faculty Senate, Don Whistler; and Student Government Association, Heather Harmon; and the president-elect of the Non-tenure Track Faculty Senate, Marc Hirrell, are attached.

(Note: Mrs. Goode arrived at this point in the meeting.)

INTRODUCTIONS AND ANNOUNCEMENTS

President Thompson introduced Dr. Margaret Morgan who has agreed to serve as Interim Director of the Instructional Development Center (IDC) following the recent death of Joan Pritchard. Dr. Morgan has been involved as a faculty member in the activities of the IDC and brings knowledge, enthusiasm, and commitment to the position.

ACTION AGENDA

Scholarship Policy (Board Policy No. 621) - In October 1998, the Board of Trustees amended Board Policy No. 621 to authorize students at UCA to combine multiple university-sponsored scholarships up to the cost of attendance as defined by the policy. The purpose of the amended policy was to address certain problems that the university had encountered regarding stacking of scholarships. However, during the regular session of the Arkansas General Assembly held earlier this year, the legislature adopted a statute concerning the stacking of scholarships using public funds. While the university's policy is not in direct conflict with the new statute, the administration feels that it would be appropriate to ask the Board to repeal the university's policy on stacking and permit the new statute to set the stacking limitations. The new statute uses the federal cost of attendance rather than the more narrowly defined cost of attendance contained in our policy and it addresses stacking issues involving all public funds rather than being limited to university-sponsored scholarships.

The following resolution was adopted unanimously upon motion by Mr. Sims with a second by Mr. Harding:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES DELETION OF BOARD POLICY NO. 621, ‘SCHOLARSHIPS.’”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 621

Subject: Scholarships Page 1 of 1

Date Adopted: Revised: 10/98

The university permits a student to combine or stack university-sponsored scholarships up to and including the cost of attendance at the university. For purposes of this policy, the cost of attendance is defined as including tuition and fees, room (a double room in university housing) and board (any standard meal plan at the university, not an optional meal plan), and books up to the amount authorized by the UCA Financial Aid Office for purposes of determining eligibility for financial aid.

Student athletes may combine scholarships to bring the athlete up to maximum eligibility under NCAA guidelines.

Except to the extent that a stipend is awarded as a part of a scholarship, no student will be allowed to receive cash back as the result of combining or stacking university-sponsored scholarships which results in more than 100% of the cost of attendance.

University-sponsored tuition scholarships may not be combined with the Fee Waiver discount (Board Policy No. 621) available to employees, and their spouses and dependents. Persons eligible for both a university-sponsored tuition scholarship and the fee waiver must elect between the two.

This policy will be effective beginning with the Fall 1999 term.

Conflict of Interest Policy (Board Policy No. 517) - During the August 6, 1999 meeting, the board approved a conflict of interest policy for the Administrative and Financial Services Division. At that meeting, the president informed the board that at an upcoming meeting, the board would be presented with a proposal for a conflict of interest policy that would apply to the entire university. Adoption of the proposed policy would set a uniform standard for disclosure of actual and potential conflicts of interest for all employees.

The following resolution was adopted unanimously upon motion by Dr. Chakales with a second by Mr. Sims:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING BOARD POLICY NO. 517, ‘CONFLICT OF INTEREST.’

BE IT FURTHER RESOLVED: THAT APPROVAL OF POLICY NO. 517, ‘CONFLICT OF INTEREST’ NECESSITATES THE DELETION OF BOARD POLICY NO. 645, ‘CONFLICT OF INTEREST.’”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 517

Subject: Conflict of Interest

Page 1 of 3

Date Adopted: _____

Revised: _____

PURPOSE:

It has been, and shall continue to be, the policy of the university that all employees take affirmative steps to avoid or minimize actual and potential conflicts of interest between their financial or other personal interests and the goals and policies of the university. Each faculty and staff member, by virtue of employment, accepts the responsibility to avoid activities or commitments that are inconsistent with university duties.

APPLICATION:

This policy is applicable to all faculty and staff employed by the university, whether full- or part-time.

DEFINITIONS:

“Immediate family member” is defined as an employee’s spouse and dependent children as defined by the Internal Revenue Service.

“Financial interest” is defined as any relationship, including consultation or other professionally-related employment, entered into by an employee or a member of his/her immediate family, that could result in financial gain to the employee or a member of his/her immediate family, including but not limited to salary or other payments for services, or equity interest.

“Equity instrument” is defined as preferred and common stock, stock options, warrants, bonds, notes or similar instrument. Investments in mutual funds or other investments in which an independent party has primary decision making control regarding stocks selected or shares held are not included within this definition.

CONFLICTS OF INTEREST:

Because of the complexity and diversity of personal relationships is extensive, the perception of a conflict of interest may vary from one individual to another. The most effective means to address a conflict of interest is to establish a system by which employees disclose and obtain evaluation of actual or potential conflicts of interest. This policy establishes such a system.

An employee has a conflict of interest if his/her judgment and discretion in matters affecting the university could result in personal gain or financial benefit. Arkansas law prohibits state employees from using employment positions to gain special privileges or exemptions for themselves or immediate family members that are not available to the general public.

The following is a partial list of activities or actions that merit case-by-case analysis to determine whether, individually or collectively, they create an actual or potential conflict of interest that should either be managed appropriately or eliminated:

- (a) use of an employee's position or authority to influence or make decisions that lead to any form of financial or personal gain for that employee or an immediate family member;
- (b) consultation and other professionally-related employment;
- (c) purchase of goods or services for the university from businesses in which the employee, or a member of his/her immediate family, has a financial interest, or as a result of such purchase, may directly benefit;
- (d) receipt of gifts, gratuities, loans, or special favors;
- (e) holding of an ownership interest by the employee or a member of the employee's immediate family in any real or personal property leased or purchased by the university;
- (f) holding of an equity, royalty, or debt instrument by the employee or a member of the employee's immediate family in an entity providing to the university financial support when such support will benefit the employee;
- (g) receipt, directly to the employee from non-university sources, of cash, services, or equipment provided in support of the employee's university activities;
- (h) some memberships on board of directors, committees, advisory groups or similar bodies of governmental, for-profit or not-for-profit entities; and
- (i) use of information received as a university employee for personal purposes.

PROCEDURE:

On an annual basis and no later than January 31st of each year, all employees shall submit a "Conflict of Interest - Financial Disclosure Statement". All employees are required to update the statement on an as-needed basis, such as when there is a significant change in information that indicates an actual or potential conflict of interest. For a limited number of employees, this statement will be in addition to extra income statements and ethics disclosure forms required by state law.

For all employees except the president, vice presidents, and faculty members, the completed statement shall be submitted for review through the supervisory line to the vice president. In the case of faculty members, the completed statement shall be submitted through the supervisory line to the dean. In the case of vice presidents, the completed statement shall be submitted to the president. The president's statement shall be submitted to the chair of the Board of Trustees. The dean, vice president, president or chair of the Board of Trustees shall review the statement to determine whether an actual or potential conflict of interest exists. For all employees other than faculty the vice president, president or chair of the Board of Trustees shall determine what conditions or restrictions, if any, should be imposed in order to manage, reduce, or otherwise eliminate the conflict. In the event it is determined that an actual or potential conflict of interest exists for a faculty member, the provost, upon receipt of a written recommendation from the dean, shall determine what conditions or restrictions, if any, should be imposed in order to manage, reduce, or otherwise eliminate the conflict..

The following is a partial list of conditions or restrictions that may be imposed, individually or collectively, to manage, reduce, or otherwise eliminate the actual or potential conflict of interest:

- (a) monitoring of an employee's responsibilities, duties or tasks;
- (b) modification of the employee's responsibilities, duties or tasks;
- (c) public disclosure of the financial interest;
- (d) divestiture of the financial interest;
- (e) severance of the relationship creating the actual or potential conflict.

DOCUMENTATION:

Other than faculty, vice presidents and the president, the "Conflict of Interest - Financial Disclosure Statement", as well as all recommendations, decisions, and actions taken concerning an actual or potential conflict of interest shall be maintained in the office of the vice president. The dean's office shall maintain all documentation concerning faculty, the president's office shall

maintain all documentation concerning each vice president, and the general counsel shall maintain all documentation concerning the president. Individuals to whom disclosures have been made shall take all reasonable steps to ensure the confidentiality of the disclosures to the extent permitted by state law, including the maintenance of documentation in a confidential manner.

DISCIPLINARY ACTION:

Failure to comply with the requirements of this policy may constitute grounds for disciplinary action consistent with the Faculty and Staff handbooks.

PREVIOUS POLICY STATEMENTS:

This policy supersedes any and all previous conflict of interest statements and/or policies, except Board of Trustees Policy No. 320, "Conflict of Interest - Sponsored Programs," and internal departmental policies established by the financial aid office.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 645

Subject: Conflict of Interest Policy Page 1 of 4

Date Adopted: 8/99 Revised: _____

All members of the University of Central Arkansas' (UCA) Division of Financial and Administrative Services are expected to conduct their financial affairs so as to avoid or minimize conflict of interest and the appearance of a conflict of interest. State law prohibits university employees from using their position to gain special privileges or exemptions for themselves or their immediate family members that are not available to the general public and from accepting gifts for performing their university duties. The UCA Faculty and Staff Handbooks address conflicts of commitment that may result from outside employment of university employees. The purpose of this policy is to establish the standards and procedures governing conflicts of interest in the Division of Financial and Administrative Services.

An employee should avoid, where possible, acquiring any significant financial interest that could affect the procedures, conduct, decisions or reporting of any UCA financial transactions. Where a significant financial interest exists, the interest must be disclosed as required by this policy. A conflict of interest occurs when an administrator under this policy reasonably determines that an employee has significant financial interest that could directly and significantly effect the procedures, conduct, decisions or reporting of any UCA financial transaction. Where appropriate, conditions or restrictions should be imposed to manage, reduce or eliminate actual or potential conflicts of interest.

Definitions:

Immediate family: For the purpose of this policy, immediate family member is defined as: father, mother, sister, brother, husband, wife, child, grandparents, grandchildren, in-laws, or any individual for whom you act as guardian.

Employee: Any person employed by the university in a position which is responsible either jointly or severally for: (1) facilitating the financial procedures; (2) conducting the university's financial

transactions; (3) financial decision making; and/or (4) reporting financial activities of the university.

Significant Financial Interest: Anything of monetary value, including but not limited to salary or other payments for services or equity interest. A significant financial interest does NOT include:

- ~~—— (A) Salary, royalties, or other remuneration from UCA;~~
- ~~—— (B) Ownership rights held by UCA;~~
- ~~—— (C) An equity interest that when aggregated is not more than \$5,000 or is not more than five percent (5%) ownership interest in any single entity; or,~~
- ~~—— (D) Salary, royalties, or other payments that when aggregated for the next twelve months, is expected to be not more than \$5,000.~~

Procedures:

- ~~1. Each employee under the Division of Financial and Administrative Services must submit on an annual basis an updated "Conflict of Interest, Financial Disclosure Statement." In addition, the employee must update their financial disclosure information at any time during the year they acquire a new significant financial interest as defined by this policy.~~
- ~~2. The completed financial disclosure forms shall be submitted for review through the chain of command to the Vice President for Financial and Administrative Services. The Vice President for Financial and Administrative Services shall submit his/her financial disclosure form to the President of the university.~~
- ~~3. The President (for a vice presidential disclosure), or the Vice President for Financial and Administrative Services (for an associate/assistant vice presidential disclosure) or the Associate Vice President for Financial Services (for a subordinate's disclosure) shall review the financial disclosure statement. The reviewer will then determine whether an actual or potential conflict of interest exists. Second, a determination will be made on what conditions or restrictions, if any, should be imposed in order to manage, reduce, or eliminate such conflict of interest. The reviewer shall transmit the determinations down the chain of command to the affected employee and his/her immediate supervisor.~~
- ~~4. The affected employee shall comply with the decision of the reviewer.~~

5. ~~Examples of conditions or restrictions that might be imposed to manage, reduce, or eliminate actual or potential conflicts of interest include:
 - ~~(A) Public disclosure of significant financial interest;~~
 - ~~(B) Monitoring of the affected employee's responsibilities, duties or tasks;~~
 - ~~(C) Modification of the affected employee's responsibilities, duties or tasks;~~
 - ~~(D) Divestiture of the significant financial interest; or,~~
 - ~~(E) Severance of relationships that create actual or potential conflicts.~~~~
6. ~~If an actual or potential conflict of interest is identified at any time between annual reviews, the disclosure statement will be completed by the affected employee and the conflict of interest will be managed, eliminated or reduced, at least on an interim basis, within 60 days of identification.~~
7. ~~Records of all financial disclosure statements and all recommendations and actions taken concerning an actual or potential conflict of interest shall be maintained in the office of the Vice President for Financial and Administrative Services.~~
8. ~~Failure of an employee to comply with this policy shall constitute grounds for disciplinary action consistent with the UCA Staff Handbook.~~

Financial Disclosure Statement:

1. Do you or your immediate family (as defined in the definitions) have any significant (in the aggregate, having a value of \$5,000 or more, or comprising five percent (5%) or more of the equity in any single entity) financial interest in any entity which also does business with the university? Include only those equity interest that are controlled by you or your family (as defined in the definitions) and not those managed by a third party, such as a mutual fund. If yes, please list and describe in detail on an attached sheet. YES NO
2. Do you or your immediate family (as defined in the definitions) reasonably expect to acquire or otherwise receive any significant financial interest (as described above) during the next year, which interest may reasonably affect the financial transactions of the university? If yes, please list and describe in detail on an attached sheet. YES NO
3. Do you or any member of your immediate family (as defined in the definitions) have, or expect to have within the next year, any employment, consulting or other relationship with an entity or person that may reasonably be affected financially through your position held at the university? If yes, please list and describe in detail on an attached sheet. YES NO
4. Do you or your immediate family (as defined in the definitions) have any relationships or commitments, not described above, that could present or give the appearance of presenting a conflict of interest concerning any of your university assigned responsibilities, duties or tasks? If yes, please list and describe in detail on an attached sheet. YES NO
5. If your answer to any of the foregoing questions raises a conflict, potential conflict, or appearance of a conflict of interest, please attach a plan for eliminating, reducing or managing the conflict of interest.

NOTE: Do not include your remuneration from the University of Central Arkansas in the above responses.

Name/Signature

Title

Department

Date

Health Insurance - In September 1999, UCA received a renewal proposal from Cigna/Health Source of Arkansas for calendar year 2000. The renewal for the current Health Maintenance Organization (HMO) plan was proposed at a 12% increase over current rates. Upon recommendation of the University Fringe Benefits Committee, the University then requested bids on health insurance and received proposals from Health Source, Blue Cross and United Healthcare.

Following review of the proposed plans and rates and discussion with the campus, the Fringe Benefits Committee recommended continuation of the current Health Source HMO and implementation of a Health Source Cost-Share HMO or base plan. The Committee further recommended that eligible employees be given the annual choice of participation in either plan.

Under both plans Primary Care Physician (PCP) visits are available with a flat \$20 access fee and the pharmacy plans remain at \$5 - generic, \$15 preferred and \$25 -non-preferred. Under the base plan, employees moving beyond the PCP service level have a \$200 deductible and an 80/20% copayment with a \$1,000 out-of-pocket maximum. The total premium increase over the current cost is 12% for the enhanced plan and 5.9% for the base plan. The monthly premium distributions for each plan are provided below.

	<u>Current Plan</u>		<u>Enhanced Plan</u>		<u>Base Plan</u>	
	UCA Pays	Employee Pays	UCA Pays	Employee Pays	UCA Pays	Employee Pays
Employee Only	\$153.75	\$27	\$172.44	\$30	\$163.56	\$28
Employee Plus One	\$198.51	\$163	\$222.89	\$182	\$211.13	\$172
Family	\$235.58	\$287	\$263.03	\$322	\$246.62	\$306

Discussion followed during which President Thompson and Dr. John Smith, Vice President for Financial and Administrative Services, responded to questions from the Board. During the discussion, Dr. Chakales suggested that the administration consider the possibility of self-insurance for faculty, staff and students which would result in better coverage at less cost.

Based upon the review and recommendation of the Fringe Benefits Committee and the President, the following resolution was adopted unanimously upon motion by Mr. Harding with a second by Mrs. Goode:

“BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES APPROVES THE TWO-TIER HEALTH INSURANCE PLAN AND RATES AS DESCRIBED ABOVE FOR ELIGIBLE UCA EMPLOYEES AND THEIR ELIGIBLE DEPENDENTS. FURTHER, ELIGIBLE EMPLOYEES WILL BE GIVEN THE ANNUAL CHOICE OF PARTICIPATION IN EITHER PLAN.”

Carmichael Hall Renovation - Carmichael Hall was constructed in 1968 and, other than Wingo Hall, is currently in the poorest condition of any residence hall the university has in operation. No major improvements have been made to the facility since its original construction. A partial renovation can be completed during the summer of 2000 using funds from the Housing and Food Service budgets. The renovation will include, but not be limited to, repair of room closets, replacement of some room furniture, replacement of the fire alarm system, replacement of bathroom partitions and ceramic floors, replacement of vanity lighting in rooms, painting of interior of the building, some fan coil replacement, and electrical upgrade of student rooms. This partial renovation will cost approximately \$400,000.

The following resolution was adopted unanimously upon motion by Mr. Harding with a second by Dr. Chakales:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES A PARTIAL RENOVATION OF CARMICHAEL HALL AT A COST NOT TO EXCEED \$500,000, THE EXPENSES TO BE FUNDED FROM THE HOUSING AND FOOD SERVICE BUDGETS.”

Property Acquisitions:

Pinter Property - On October 31, 1997, the Board of Trustees authorized the administration to negotiate for the purchase of the remaining property owned by Mr. and Mrs. Philip Pinter located on Highway 286/Dave Ward Drive. The parcels consist of the Pinter's residence located at 2290 Dave Ward Drive and three undeveloped lots. The acquisition of this property would complete the university's effort to acquire all property on the north side of Highway 286/Dave Ward Drive between Donaghey Avenue and Farris Road. The property is also adjacent to the Farris Fields.

The administration has obtained appraisals on the property and has reached an agreement with the Pinters subject to Board of Trustees and State of Arkansas approval. The legal description

of the property is Lots 2, 4, 5 and 6, Block 1, University Park Subdivision, Faulkner County, Conway, Arkansas.

The following resolution was adopted unanimously upon motion by Mr. Womack with a second by Mrs. Goode:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO PURCHASE THE PROPERTY ON HIGHWAY 286 OWNED BY MR. AND MRS. PHILIP PINTER.

THE PROPERTY IS DESCRIBED AS FOLLOWS:

LOTS 2, 4, 5 AND 6, BLOCK 1, UNIVERSITY PARK SUBDIVISION, FAULKNER COUNTY, CONWAY, ARKANSAS.”

Old Conway Hospital - At the October 4, 1999 meeting of the Board of Trustees, the administration was authorized to submit a fair and reasonable bid on the “old Conway hospital” property. On October 7, 1999, the university submitted a bid of \$163,000, based upon our appraisal at the property’s current zoning of R-2A. The only other bid, submitted by the Conway Regional Health Foundation, was for \$305,800, contingent on the city rezoning the property to S-1. On October 12, 1999, the Conway City Council voted to accept the bid from the Conway Regional Health Foundation.

The Conway Regional Health Foundation has indicated a willingness to sell the property to the university for the price they pay the city. This property is within the university’s projected growth area and can be used for parking until a permanent usage is identified.

Following discussion, during which President Thompson and Dr. John Smith responded to questions and concerns from some Board members, the following resolution was adopted upon motion by Mr. Harding with a second by Mr. Sims. Dr. Chakales abstained.

“BE IT RESOLVED: IF THE CONWAY REGIONAL HEALTH FOUNDATION ACQUIRES THE ‘OLD CONWAY HOSPITAL’ PROPERTY AT 2215 COLLEGE AVENUE AND WISHES TO SELL IT TO THE UNIVERSITY, THE ADMINISTRATION IS AUTHORIZED TO PURCHASE THE PROPERTY AT THE PRICE THE FOUNDATION PAID THE CITY.”

Prince Property - The UCA Foundation is currently in the process of purchasing an apartment complex owned by Denver Prince located at 1966 and 1972 Bruce Streets, including portions of an alley on the north side of the property. It is anticipated that the sale of the property will be concluded shortly after January 1, 2000. Upon completion of the sale of the property, the Foundation desires to sell the property to the University. Although an appraisal of the property has been done, the University has not signed an offer and acceptance agreement with the Foundation. The property will become part of the UCA housing system.

The following resolution was adopted unanimously upon motion by Mr. Sims with a second by Mrs. Goode:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO PURCHASE THE PROPERTY LOCATED AT 1966 AND 1972 BRUCE STREETS, INCLUDING PORTIONS OF AN ALLEY ON THE NORTH SIDE OF THE PROPERTY, CURRENTLY OWNED BY DENVER AND FREDA PRINCE UPON COMPLETION OF THE SALE OF THE PROPERTY TO THE UCA FOUNDATION.

THE PROPERTY IS DESCRIBED AS FOLLOWS:

1966 BRUCE STREET, WHICH CONSISTS OF LOT 7 AND THE WEST ½ OF LOT 8, BLOCK 63, BOULEVARD ADDITION TO THE CITY OF CONWAY, ALSO INCLUDING THE SOUTH ½ OF A CLOSED ALLEY ON THE NORTH SIDE OF THE PROPERTY, AND 1972 BRUCE STREET, WHICH CONSISTS OF LOT 9 AND THE EAST ½ OF LOT 8, BLOCK 63, BOULEVARD ADDITION TO THE CITY OF CONWAY, ALSO INCLUDING THE SOUTH ½ OF A CLOSED ALLEY ON THE NORTH SIDE OF THE PROPERTY, ALL SITUATED IN FAULKNER COUNTY, CONWAY, ARKANSAS.”

EXECUTIVE SESSION

Executive session was declared upon motion by Mr. Sims with a second by Mr. Harding to consider personnel matters and to discuss applicants for the position of head football coach.

OPEN SESSION

The following resolution was adopted unanimously upon motion by Mr. Harding with a second by Dr. Chakales:

“BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES APPROVES THE FOLLOWING ADJUSTMENTS, APPOINTMENTS, APPOINTMENTS FROM RESTRICTED/GRANT FUNDS, RETIREMENTS, AND SABBATICALS, PROVIDED HOWEVER, THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE.”

ADJUSTMENTS:

1. Deborah Barnes, effective July 1, 1999 to July 1, 2000, change title from Instructor/Coord. Of Directed Teaching to Interim Assistant Dean/Coord. of Directed Teaching, College of Education, change salary from \$42,158. to \$50,000.
2. Dan Barrington, effective August 16, 1999, change title from Instructor to Lecturer, College of Education.
3. Brian Bolter, effective September 1, 1999, change title from Director of International Programs to Vice President for Institutional Advancement, change salary from \$77,500. to \$90,000. due to reorganization.
4. Jann Bryant, Instructor/Director of Community School, Music, effective July 1, 1999, change salary from \$24,826. to \$33,000.
5. Donna Cain, effective August 16, 1999, change title from Instructor to Lecturer, College of Education.
6. Patricia Carlin, effective August 16, 1999, change title from Instructor to Lecturer, College of Liberal Arts.
7. Charlotte Cone, effective October 1, 1999, change title from Research Associate/Instructor to Research Associate/Director of University College of Arkansas, Provost/Continuing Education.

8. Joe Darling, effective September 1, 1999, change title from Dir. Of University Relations to Assistant Vice President, Institutional Advancement, change salary from \$70,000 to \$80,500. due to reorganization.
9. Emogene Fox, Department Chair/Professor, Health Sciences, change salary from \$66,068. to \$68,000. Equity adjustment.
10. Jack Gillean, effective September 1, 1999, change title from Executive Assistant to the President, to Vice President for University Relations, Office of the President, change salary from \$85,933. to \$91,000.
11. Lisa George, effective August 16, 1999, change title from Instructor to Lecturer, College of Education.
12. Angela Greenland, effective August 16, 1999, change title from Instructor to Lecturer, College of Education.
13. Rose Hamilton, effective August 16, 1999, change title from Instructor to Lecturer, Speech.
14. Mary Harlan, Department Chair/Professor, Family and Consumer Sciences, effective July 1, 1999, change salary from \$68,770. to \$70,000. as Equity Adjustment.
15. Richard Hancock, change from Classified position to Non-classified position as Interim Design Coordinator, Institutional Advancement, effective September 1, 1999, due to reorganization, change salary from \$29,830. to \$35,830.
16. David Harvey, Associate Professor/Director, Writing Program, effective July 1, 1999, change salary from \$59,278. to \$65,000.
17. Joe Hatcher, change title from Vice President for Institutional Advancement to Executive Assistant to the President for Major Gifts, effective September 1, 1999.
18. Penny Hatfield, effective September 1, 1999, change title from Assistant Director of Admissions to Interim Director of Admissions, due to reorganization.
19. Teri Higginbotham, effective August 16, 1999, change title from Instructor to Lecturer, Speech.

20. Deborah Howell, Department Chair/Associate Professor, Kinesiology and Physical Education, effective July 1, 1999, change salary from \$67,762. to \$68,000.
21. Dawn Jakubowski, Visiting Assistant Professor, Philosophy, effective August 16, 1999, change salary from \$32,500. to \$33,500. due to completion of doctorate.
22. Carolyn Kelley, effective August 16, 1999, change title from Instructor to Lecturer, Curriculum and Instruction.
23. Christopher Knife, effective September 6, 1999, change from classified position to Associate Director of Development, Institutional Advancement, Non-faculty Appointment, change salary from \$24,158. to \$33,000.
24. Carol Knipscheer, effective September 1, 1999, change title from Instructor to Interim Director, International Programs, change salary from \$38,492. to \$42,492.
25. Greg Kost, Project Coordinator, International Programs, effective September 1, 1999, change salary from \$29,000. to \$34,500. due to reorganization and additional duties.
26. Mary Landreth, effective August 16, 1999, change title from Instructor to Lecturer, History.
27. Anna Mosbo, effective August 16, 1999, change title from Instructor to Lecturer, Curriculum and Instruction.
28. Jennifer Parrack, effective August 16, 1999, Foreign Languages, change title from Instructor to Assistant Professor, change salary from \$34,000 to \$35,000. due to completion of doctorate.
29. Mary Sue Passe-Smith, Laboratory Instructor, Geography, Political Science, and Sociology, effective July 1, 1999, change salary from \$22,068. to \$27,000.
30. Sloan Powell, Assistant Librarian, Library, effective July 1, 1999, change salary from \$15,288. to \$16,500 due to market adjustment.
31. Jim Shelton, Professor/Chair, Philosophy, effective July 1, 1999, change salary from \$67,050 to \$69,000. as Equity Adjustment.

32. John W. Smith, effective September 1, 1999, change title from Vice President for Administrative Services to Vice President for Financial and Administrative Services, due to reorganization.
33. Craig Wesolowski, Instructor, Chemistry, effective August 16, 1999, change salary from \$37,000. to \$36,000 due to non-completion of doctorate.
34. Robert Willenbrink, Chair, Speech, Theatre, Mass Communication, effective July 1, 1999, change salary from \$65,702. to \$68,000. as Equity Adjustment.

APPOINTMENTS:

1. Pamela Bennett, Clinical Instructor, Family and Consumer Sciences, Non-tenure Track, effective August 16, 1999 through May 15, 2000 @ a salary of \$30,000.
2. Elizabeth Coffman, Instructor, Family and Consumer Sciences, Non-tenure Track, effective August 16, 1999 through May 15, 2000 @ a salary of \$43,500.
3. Sheneka Freeman, Interim Coordinator of Credit Programs, Continuing Education, Non-tenure Track, effective September 27, 1999 through June 30, 2000 @ an annual salary of \$29,000.
4. Anne Gillespie-Bolter, Instructor, Speech, Non-tenure Track, effective August 16, 1999 through May 15, 2000 @ a salary of \$27,000.
5. Sarah Hamilton, Instructor, Speech, Non-tenure Track, effective August 16, 1999 through May 15, 2000 @ a salary of \$27,000.
6. Donna Lampkin Stephens, Instructor, Speech, Non-tenure Track, effective August 16, 1999 through May 15, 2000 @ a salary of \$30,000.
7. Jeffery Pitchford, Director of Governmental Relations, President's Office, Non-faculty Appointment, effective August 2, 1999 through June 30, 2000 @ an annual salary of \$60,000.
8. Arlona Sturdivant, Instructor, Child Study Center, Non-tenure Track, effective August 16, 1999 through May 15, 2000 @ a salary of \$25,000.

9. Xinying Wang, Assistant Director, Institutional Research, Non-faculty Appointment, effective October 4, 1999 through June 30, 2000 @ an annual salary of \$38,000.

APPOINTMENTS FROM RESTRICTED/GRANT FUNDS:

1. Tony Timms, Secondary Math Specialist, Center for Mathematics Education, Non-tenure Track, effective August 9, 1999 through June 30, 2000 @ an annual salary of \$45,000.

RETIREMENTS:

- | | |
|---|-------------------|
| 1. James Barr, Marketing and Management | December 31, 1999 |
| 2. Doug Carter, Accounting | December 31, 1999 |
| 3. Clemens Gruen, Academic Technology | December 31, 1999 |
| 4. Herff L. Moore, Marketing and Management | December 31, 1999 |

SABBATICALS:

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| 1. Bryan Massey, Art | Spring, 2000 |
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Mr. Hicks announced that in addition to approving the above personnel list, the Board discussed applicants for the position of head football coach.

President Thompson stated that the administration has publicized a list of qualities it is seeking in candidates for the coaching position and that a list of applicants has been furnished to the press. Dr. Thompson requested Dr. John Smith to furnish the same information to Board members.

PRESIDENT'S REPORT

Review of Greek System - At President Thompson's request, Mr. Ronnie Williams, Vice President for Student Services presented the following report and responded to questions from Board members during a lengthy discussion which followed:

Proposed Responses to Off-Campus Underage Drinking by UCA Students

A committee consisting of Gary Roberts, Jennie Taylor, Terry Love, Hank Phelps, and Wendy Holbrook, met on two occasions to develop short term and long term responses to underage drinking by UCA students at off-campus formal and informal functions. These discussions were prompted by the recent deaths of three individuals who attended parties put on by UCA Greek organizations.

The following assumptions have been made:

- There is a significant amount of underage drinking occurring off-campus, primarily at "informal gatherings or parties."
- Drinking is particularly a problem within the Greek community, as indicated by research.
- Although we do not have firm figures, a small percentage of Greek members are legally eligible to consume alcohol, perhaps 20 to 30 percent.
- The use and abuse of alcohol results in many severe consequences, including poor academic performance, sexual abuse, committing physical harm, damaging property, and in some cases, death. Within the last five years we are aware of at least eight individuals (7 students and one non-student) whose deaths were related to alcohol use. Most of these individuals were members of Greek organizations.

Short Term Response

It is our recommendation that the following plan of action be implemented immediately:

- Alcohol related events for all student organizations be canceled for the remainder of the 1999-2000 academic year. Student organizations may not hold an event in which alcoholic beverages are served or consumed by participants, regardless of age, for the remainder of the academic year. The scheduling of alcohol related events beyond 1999-2000 will be determined at a later date.

In order to address underage drinking at informal off-campus parties and in parking lots prior to organized events, we recommend the following:

- Students who are under the age of 21 and who consume or are in possession of alcohol at an off-campus function, and/or who are stopped for drinking and driving, will have their parents notified in writing by the dean of students. Information will be

provided to the dean of students by the UCA Police, Conway Police, and Faulkner County Sheriff departments; and other law agencies outside Faulkner County.

- In cases where several students are involved and the students belong to a specific organization, the recognition of that organization will be suspended immediately by the university, and will remain suspended until the completion of an investigation and possible disciplinary action. In addition, the organization's national office will be notified of actions taken by the university.

Students are encouraged to schedule social events on-campus. The UCA Student Center staff have already reserved the Student Center Ballroom for social events to be held on Thursday nights. The Student Center staff will provide a disk jockey and music. Student groups will only need to provide security and refreshments.

Long Term Response

It is our recommendation that a full review be conducted of the Greek community between now and the end of the academic year. More specifically, we recommend:

- A vision statement be prepared by the division of student services specifying what the Greek community should be like at UCA.
- A Greek Task Force be established, chaired by Terry Love and Jennie Taylor, to address several issues related to this vision. The task force would consist of approximately 15 individuals.
- The Greek Task Force will be responsible for developing specific plans to implement the vision for the Greek community. A few issues the task force will be asked to address include: (1) deferred rush for fraternities and sororities, (2) membership requirements, and (3) a report card system in which Greek organizations are rated according to risk management practices, academic achievement, community service, and other criteria.

Communication

A meeting will be scheduled for all Greek members to attend to communicate this plan of action. The meeting will take place before the end of the 1999 fall semester.

Report on Netherlands Campus - At President Thompson's request, Dr. Brian Bolter, Vice President for Institutional Advancement, gave a brief update on UCA's campus located in Maastricht, Netherlands.

Mrs. Goode and Mr. Hicks expressed their approval of establishing the campus which, they feel, will provide tremendous opportunities for students. They also commended Dr. Bolter for arranging a recent trip to the campus for several Board members.

Financial Report - At President Thompson's request, Dr. John Smith briefly reviewed the financial report ending September 30, 1999.

There being no further business to come before the Board, the meeting was adjourned upon motion by Dr. Chakales with a second by Mr. Womack.

Mr. Rickey Hicks, Chair

Mr. Randy Sims, Secretary