

The Board of Trustees of the University of Central Arkansas convened in regular meeting Monday, December 1, 1997, at 5:00 p.m. in the Fireplace Room in McCastlain Hall with the following officers and members present, to-wit:

Chair:	Dr. Harold H. Chakales
Vice Chair:	Mrs. Elaine W. Goode
Secretary:	Mr. Rickey H. Hicks
	Mr. Madison P. Aydelott III (via telephone)
	Mr. Rush F. Harding III
	Mr. Joe M. White

and with the following absent, to-wit: Mr. Dalda F. Womack

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

Minutes of the September 26, 1997, Board Meeting were unanimously approved as circulated upon motion by Mr. White with a second by Mr. Harding.

Minutes of the October 31, 1997, Teleconference Board Meeting and Confirmation of Action Taken were unanimously approved as circulated upon motion by Mr. White with a second by Mr. Harding.

ACTION AGENDA

The following item was taken out of order at President Thompson's request:

Acquisition of Property Located at 405 S. Donaghey - At the called meeting of the Board of Trustees held on October 31, 1997, the administration was authorized to attempt to negotiate for the acquisition of property owned by Mrs. Agnes Erbach. The purpose of the acquisition is to provide additional parking in light of current and planned construction projects which will eliminate approximately 1000 parking spaces on campus. The new AETN-UCA communications center, the conference center and the Reynolds Performance Hall in particular, will result in the loss of nearly 500 spaces at the "gravel pit" adjacent to AETN and the tennis courts.

After careful evaluation of campus parking needs, including discussions with the officers of the Student Government Association, the administration has determined the "Erbach property" along the south side of Sesame Street is the only reasonably practical location available for substantial numbers of new parking spaces on the south side of campus. Not only will this area provide crucial parking for the communications center, the conference center and the Reynolds Performance Hall,

it avoids the hazards to pedestrians of crossing Donaghey Avenue. It is also ideally located for the operation of the shuttle service which has been so well-received by the student body.

Following the Board meeting of October 31, 1997, the administration wrote to Mrs. Erbach offering to purchase the property. In response, the university received a letter from Mrs. Erbach dated November 16, 1997 in which she clearly indicated that she is not willing to sell her property to the university even with the understanding she could retain a life estate in that portion of her property containing her home and garden.

As indicated to you in late October, the time has now arrived, the administration believes, when acquisition of the property is essential to the operation of the university and cannot be further delayed.

The acquisition of this property has the support of the Student Government Association as indicated by a resolution that was unanimously affirmed by its 32 members recommending that the university obtain any privately held property to be used for a future parking site in the general area of the new communications building.

Mr. White stated that this is probably the most important acquisition of property that the Board has considered. Mr. White further stated that it may be necessary for the university to go a step further in negotiations, although he understands that, legally, the university can only pay the appraised value and that doing otherwise may be setting a precedent. Mr. White said that he would like to see if there is any possibility of a negotiated settlement short of condemnation.

President Thompson stated that the administration has attempted to contact the family to discuss the matter with negative results; however, further attempts to negotiate will be made if members of the family will agree. President Thompson stated that the proposed resolution does not preclude further negotiations, but it does indicate the university's intention to acquire the property and to give some time frame to carry out those discussions and to have the property ready for use by fall 1998.

Mr. Harding stated that he is convinced, as a Board member, of the need for the property; therefore, is prepared to support the proposed resolution to enable the university to go forward with doing whatever is necessary to fund the acquisition. However, he insists on dealing fairly with the Erbach family and doing everything within the Board's power to assure that they are pleased with the transaction in its final form. Mr. Harding stated that he would like to hear comments from a family member if they wished to address the Board.

Mr. Aydelott stated that he shares Mr. Harding's and Mr. White's concerns. He further stated that he considers this issue one of the more important acquisitions that the university must make in the immediate future. Mr. Aydelott said that it is very evident at this point that procrastination on this issue has been very costly to the university. Mr. Aydelott further stated that he wants the family treated fairly; however, at the same time, he must be a good steward to the university. **Mr. Aydelott stated that he is in favor of the resolution as presented and moved that it be adopted as written with the understanding that the university will continue to negotiate with the Erbach family until those negotiations are at a standstill, which they appear to be now in his view.** The resolution as presented is stated below:

“BE IT RESOLVED: THAT IF GOOD FAITH EFFORTS TO NEGOTIATE THE PURCHASE OF THE PROPERTY ARE NOT SUCCESSFUL, THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO INSTITUTE AN ACTION TO EXERCISE THE RIGHT OF EMINENT DOMAIN OVER THE FOLLOWING DESCRIBED REAL PROPERTY LOCATED IN FAULKNER COUNTY, ARKANSAS OWNED BY MRS. AGNES ERBACH LOCATED AT 405 S. DONAGHEY:

BEGINNING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 14, TOWNSHIP 5 NORTH, RANGE 14 WEST, AND RUNNING THENCE NORTH 200 FEET; THENCE, WEST TO THE WEST LINE OF SAID NORTHEAST QUARTER OF THE NORTHEAST QUARTER; THENCE SOUTH 200 FEET; THENCE EAST TO THE POINT OF BEGINNING; CONTAINING 6 ACRES, MORE OR LESS.

PROVIDED THAT: IF IT IS LEGALLY POSSIBLE TO DO SO, THE ADMINISTRATION IS AUTHORIZED TO ACQUIRE THE PROPERTY SUBJECT TO A LIFE ESTATE FOR MRS. AGNES ERBACH IN THE EASTERNMOST ONE ACRE OF THE PROPERTY.

BE IT FURTHER RESOLVED THAT: THE BOARD FINDS THAT THE ACQUISITION OF THE FOREGOING PROPERTY IS NECESSARY FOR THE PRESENT AND FUTURE USE AND BENEFIT OF THE UNIVERSITY OF CENTRAL ARKANSAS. THE PURPOSE FOR WHICH THE PROPERTY IS TO BE CONDEMNED IS TO PROVIDE FOR PARKING ON SOUTH SIDE OF THE CAMPUS AND FOR DEVELOPMENT AND EXPANSION OF THE UNIVERSITY FOR PURPOSES IMPORTANT TO THE EDUCATIONAL

MISSION OF THE UNIVERSITY OF CENTRAL ARKANSAS. FROM THE RECORDS OF FAULKNER COUNTY, ARKANSAS, IT APPEARS THAT THE PROPERTY IS OWNED BY MRS. AGNES ERBACH.”

Before accepting a second to the motion, Chairman Chakales asked if there was further discussion.

Mrs. Goode stated that she understands the feelings of the Erbach family but at the same time the Board must consider its obligation to the university and to the State of Arkansas. Mrs. Goode further stated that she wants to be as fair as possible; however, she does favor the resolution as presented.

Mr. Hicks stated that he would like to hear comments from the Erbach family.

At this time, President Thompson invited Mrs. Marilyn Erbach Worm to address the Board. Mr. Harding requested that Mrs. Worm's comments be made part of the minutes (see Attachment A). Mrs. Worm thanked the Board for allowing her to speak.

Following Mrs. Worm's comments Mr. Hicks stated that it is unfair for President Thompson to be put on the "hot seat" as though he is fully responsible for this issue. Mr. Hicks further stated that no matter what the outcome of this difficult situation, the Board will have to share the responsibility for the betterment of the university. Mr. Hicks pointed out that this is certainly not the first time the Board has condemned property and in each situation it has been extremely difficult because of the personal impacts on the individuals involved. **Mr. Hicks seconded Mr. Aydelott's motion stated above.**

Mr. Harding stated that Mrs. Agnes Erbach should not be contacted directly and asked Mrs. Worm if she would like to name a family member to be involved in negotiations. Mrs. Worm stated that she and her two brothers would discuss the matter.

Mr. White stated that he would like to find some way in which to resolve the issue short of condemnation with the mutual understanding of both parties. Mr. White further stated that he is sorry that President Thompson is bearing the brunt of the situation.

Following further discussion, Mr. White stated that he would like for the Board to be consulted again before proceeding with condemnation if that becomes necessary.

Mr. Aydelott stated that he would accept an amendment to his motion if it did not prevent the situation from being handled expeditiously. **Therefore, it was decided to amend the resolution to state that the Board will be consulted before proceeding with condemnation. Mr. Hicks seconded Mr. Aydelott's motion as amended.**

At this time Mrs. Nancy Erbach, Agnes Erbach's daughter-in-law, briefly addressed the Board. Mrs. Erbach stated that after listening to comments by Board members, she feels that Mrs. Erbach's correspondence has not been shared with Board members. Mr. Harding assured Mrs. Erbach that the Board and the administration will work to improve the lines of communication. Copies of Mrs. Erbach's most recent letters, dated November 16, 1997, and November 30, 1997, were distributed.

The following resolution was adopted unanimously upon motion by Mr. Aydelott with a second by Mr. Hicks:

"BE IT RESOLVED: THAT THE ADMINISTRATION IS ENCOURAGED TO CONTINUE GOOD FAITH EFFORTS TO ACQUIRE THE ERBACH PROPERTY BUT, IF GOOD FAITH EFFORTS TO NEGOTIATE THE PURCHASE OF THE PROPERTY ARE NOT SUCCESSFUL, THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO INSTITUTE AN ACTION TO EXERCISE THE RIGHT OF EMINENT DOMAIN OVER THE FOLLOWING DESCRIBED REAL PROPERTY LOCATED IN FAULKNER COUNTY, ARKANSAS OWNED BY MRS. AGNES ERBACH LOCATED AT 405 S. DONAGHEY, PROVIDED THAT THE ADMINISTRATION WILL CONSULT WITH THE BOARD BEFORE TAKING ANY ACTION TO EXERCISE THE RIGHT OF EMINENT DOMAIN:

BEGINNING AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 14, TOWNSHIP 5 NORTH, RANGE 14 WEST, AND RUNNING THENCE NORTH 200 FEET; THENCE, WEST TO THE WEST LINE OF SAID NORTHEAST QUARTER OF THE NORTHEAST QUARTER; THENCE SOUTH 200 FEET; THENCE EAST TO THE POINT OF BEGINNING; CONTAINING 6 ACRES, MORE OR LESS.

PROVIDED THAT: IF IT IS LEGALLY POSSIBLE TO DO SO, THE ADMINISTRATION IS AUTHORIZED TO ACQUIRE THE PROPERTY

SUBJECT TO A LIFE ESTATE FOR MRS. AGNES ERBACH IN THE EASTERNMOST ONE ACRE OF THE PROPERTY.

BE IT FURTHER RESOLVED THAT: THE BOARD FINDS THAT THE ACQUISITION OF THE FOREGOING PROPERTY IS NECESSARY FOR THE PRESENT AND FUTURE USE AND BENEFIT OF THE UNIVERSITY OF CENTRAL ARKANSAS. THE PURPOSE FOR WHICH THE PROPERTY IS TO BE CONDEMNED IS TO PROVIDE FOR PARKING ON SOUTH SIDE OF THE CAMPUS AND FOR DEVELOPMENT AND EXPANSION OF THE UNIVERSITY FOR PURPOSES IMPORTANT TO THE EDUCATIONAL MISSION OF THE UNIVERSITY OF CENTRAL ARKANSAS. FROM THE RECORDS OF FAULKNER COUNTY, ARKANSAS, IT APPEARS THAT THE PROPERTY IS OWNED BY MRS. AGNES ERBACH."

Mr. Aydelott and Mr. Harding left the meeting at this time. A quorum remained.

Introductions - President Thompson introduced the following individuals:

Mr. Steven Wood - Assistant Vice President for Human Resources;
Mr. James Cofer - Vice President for Finance and Administration at the University of Arkansas System

PRESIDENT'S REPORT

Litigation Report - The following is a report on the status of litigation involving UCA as of November 19, 1997:

Crawford v. Davis, et al., No. LR-C-95-092 (Federal District Court). A jury trial was held on September 22-24 and 29, 1997, pursuant to Ms. Crawford's claims of sexual harassment against Michael Davis. On September 30, 1997, the jury returned verdicts favorable to the university, Dr. Thompson and Ronnie Williams. Subsequent to the jury verdicts, Ms. Crawford filed motions for judgment notwithstanding the verdict, for a new trial and for injunctive relief. On October 29, 1997, the trial court denied Ms. Crawford's post-trial motions and let the jury verdict stand. Ms. Crawford has 30 days to file a notice of appeal.

Crawford v. UCA, et al. No. LR-C-96-334 (Federal District Court). Ms. Michelle Crawford has filed a complaint challenging the validity of UCA's traffic and parking regulations, seeking to certify a class action to contest the regulations, and alleging that she was denied due process in the appeal of her parking tickets. The University has filed an answer denying the complaint. The Attorney General's Office is representing the university. No trial date has been set.

Barbara Holmes v. UCA, EEOC No. 251-97-1362. Dr. Holmes has filed a complaint with the EEOC alleging race and gender discrimination, retaliation and denial of equal pay. Dr. Holmes alleges that she was constructively discharged from her position as Chair of the Department of Administration and Secondary Education due to her race (African American) and gender (female). She claims that she was treated differently than her white male counterparts. The Attorney General represents the university in this matter. On November 17, 1997, the EEOC sent notification to Dr. Holmes that it was dismissing her charge of discrimination based upon its investigation. The EEOC was unable to conclude that the information obtained established violations of her rights. The EEOC also notified Dr. Holmes of her right to file a lawsuit based on her claims within 90 days of receipt of the notice.

UCA v. James C. Owen and Sherry T. Owen, No. Civ. 97-374 (Faulkner County Circuit). On July 25, 1997, the UCA Board of Trustees filed a complaint seeking to condemn the property located at 453 Western. Mr. Owen accepted service of the complaint on September 9, 1997. The defendants filed an answer on September 22, 1997, and have challenged the university's need for this property.

Donny Lane V. UCA, Claim No. 98-0203C-CC (Arkansas State Claims Commission). Donny Lane has filed a claim against UCA with the Arkansas State Claims Commission seeking reimbursement for more than \$9,000.00 in medical bills and anticipated medical bills. Mr. Lane claims that he slipped and fell on the UCA practice football field on July 30, 1994, while attending a football clinic for football officials. Mr. Lane claims that he injured his knee and his shoulder. The Attorney General's office represents the university in this matter. An answer has been filed denying the claim.

Lorraine Fuller v. UCA, EEOC 251-97-1493. Dr. Fuller, a former UCA faculty member, has filed a complaint with the EEOC alleging race discrimination and retaliation. Dr. Fuller alleges that she was subjected to different terms and conditions of employment than other employees and that when she complained about the discriminatory practices, she was discharged. The Attorney General represents the university in this matter.

Earl Croston, Jr. v. UCA, No. LR-C-96-303 (Federal District Court). After a trial was held on August 11, 1997, pursuant to Mr. Croston's claim of race discrimination which ended with a verdict in favor of the university, Mr. Croston filed a notice of appeal to the United States Court of Appeals for the Eighth Circuit. The Attorney General's office will handle the appeal for the university.

Capital Request for the 1999-2001 Biennium - The Arkansas Higher Education Coordinating Board at its October 24, 1997 meeting adopted the capital priority guidelines for the 1999-2001 biennium. These requests will be presented to the Coordinating Board for funding from the State General Improvement Fund. Their priorities include: technology and structure improvements, critical maintenance projects, improvements in instruction and research, clinical equipment and library holdings/technology, renovation of existing facilities to address new program needs, and new construction for facilities to address enrollment growth or replace existing buildings which should not be renovated.

We are currently considering facilities which will be included in this capital request. The following facilities are under consideration, but the request will not be limited to those listed below:

- 1) Technology and Mathematics Education Building (Academic Complex - Phase I) including: computing center, computer science and mathematics, master classroom and open computer labs. Preliminary estimated cost - \$12 million.
- 2) Renovation and conversion of Main building to house portions of the central administration and academic functions. Preliminary estimated cost - \$5 million.
- 3) Academic Complex, Phase II. This would provide classrooms and faculty offices for our history program and other general lecture classrooms. This facility would be built in the location of the current administration building, which would be eliminated as soon as converted space could become available in the Main building. Preliminary estimated cost - \$4.5 million.
- 4) Health, Physical Education, Recreation building. All phases of this complex are expected to cost somewhere in the range of \$20 million. The University has currently funded the first phase for \$4 million, leaving approximately \$16 million for the remaining phases.

The final list of buildings to be included in our capital request, which is to be submitted to the Arkansas Department of Higher Education no later than January 12, 1998, will result from further study of additional information being compiled.

Financial Analysis of UCA and Peer Group for Fiscal Year 1995-96 - At President Thompson's request, Mr. Bob McCormack, vice president for financial services, presented this item with the aid of an overhead projector. Copies of the analysis were distributed.

Minority Student/Employee Data - The university maintains a data base on the recruitment and retention of minority students and employees. The following tables provide highlights and trends for recent years.

MINORITY STUDENT ENROLLMENT
IN ARKANSAS PUBLIC FOUR-YEAR UNIVERSITIES*

ENTERING FRESHMEN

	Fall 1995			Fall 1996		
	Black	Other	Total	Black	Other	Total
UCA	13.2%	5.0%	18.2%	13.9%	5.7%	19.6%
All Four-Year*	14.7%	4.4%	19.2%	14.4%	5.3%	19.7%

ALL UNDERGRADUATE STUDENTS

	Fall 1995			Fall 1996		
	Black	Other	Total	Black	Other	Total
UCA	11.6%	7.1%	18.7%	12.5%	7.4%	19.9%
All Four-Year*	15.3%	5.6%	20.9%	12.0%	5.9%	17.9%

*Excluding University of Arkansas at Pine Bluff

UCA GRADUATE MINORITY STUDENT ENROLLMENT
FOR THE FALL TERMS 1990 THROUGH 1996

	1990		1991		1992		1993		1994		1995		1996	
	N	%	N	%	N	%	N	%	N	%	N	%	N	%
Minority	69	7.2	78	7.5	90	8.2	94	8.2	110	9.6	99	9.8	104	10.0
White	885	92.8	959	92.5	1011	91.8	1046	91.8	1034	90.4	910	90.2	938	90.0
Total	954		1037		1101		1040		1144		1009		1042	

STUDENT RETENTION PERCENTAGES
 PERCENTAGE OF STUDENTS ENROLLED IN FALL TERM
 WHO RETURNED THE FOLLOWING FALL TERM*

Fall	FRESHMEN		SOPHOMORE		JUNIOR	
	White	Minority	White	Minority	White	Minority
95-96	63%	61%	73%	74%	78%	79%
94-95	55%	60%	69%	64%	77%	77%
93-94	63%	59%	72%	64%	79%	74%
87-88	60%	67%	71%	70%	75%	73%
82-83	58%	65%	72%	70%	72%	63%
77-78	59%	64%	71%	66%	72%	68%

Fall	SENIOR		ALL	
	White	Minority	White	Minority
95-96	82%	79%	72%	70%
94-95	87%	87%	70%	68%
93-94	88%	78%	74%	65%
87-88	89%	86%	71%	68%
82-83	90%	89%	70%	68%
77-78	89%	85%	68%	65%

*Students who graduated were excluded from the calculations

FULL-TIME EMPLOYEES

FALL 1995

	MALE				FEMALE					
	White	Black	Other	Total	White	Black	Other	Total	GRAND TOTAL	%MINORITY
Faculty	212	9	8	229	161	7	1	169	398	6.3%
Staff	161	14	6	181	246	29	5	280	461	11.7%
Total	373	23	14	410	407	36	6	449	859	9.2%

FALL 1996

	MALE				FEMALE					
	White	Black	Other	Total	White	Black	Other	Total	GRAND TOTAL	%MINORITY
Faculty	210	8	8	226	160	6	1	167	393	5.9%
Staff	156	16	5	177	246	26	4	276	453	11.3%
Total	366	24	13	403	406	32	5	443	846	8.7%

Freshman Experience Survey - Information regarding this survey appears in charts on the following pages:

Freshman Experience Survey

The purpose of the Freshman Experience Survey is to monitor student satisfaction with the freshman experience, to analyze trends in student satisfaction, and to assess the utilization of the Academic Advising Center.

The Division of Undergraduate Studies conducts the Freshman Experience Survey each year during the fifth, sixth, and seventh weeks of the Fall semester. This survey was first conducted in Fall 1995.

Summary of Findings

This year's findings show a continuing improvement in freshman satisfaction for the second year in a row.

The vast majority of freshmen at the University of Central Arkansas (UCA) for the Fall 1997 semester are happy with their experience thus far (93%) and would choose UCA again (94%). More than three-quarters of the freshmen have recommended UCA to a friend (78%), and most expect to graduate from UCA (89%).

Question	Yes	No
1 - Happy with freshman experience	93%	7%
2 - What I thought it would be	70%	30%
3 - Would choose UCA again	94%	6%
4 - Recommended UCA to friends	78%	22%
5 - Visited advisor	45%	55%
6 - Plan to graduate from UCA	89%	11%

More than two-thirds of the freshmen are finding college life to be what they thought it would be (70%), although a sizable number are finding the reality to be different from their expectations (30%).

Suggestions for Improvements

While the freshmen appear to be generally quite satisfied with their experience at UCA, they did express a number of concerns.

Category	Count	Percent
Housing	69	15.0%
Activities	40	8.7%
Food	34	7.4%
Classes	21	4.6%
Computers	18	3.9%
Parking	18	3.9%
Teachers	18	3.9%
Other	17	3.7%
Campus Efficiency	12	2.6%
Cost	7	1.5%
Time Management	5	1.1%
Campus Police	4	0.9%
Recycling	4	0.9%
Advisors	3	0.7%
Books	3	0.7%
Financial Aid	3	0.7%
Study	3	0.7%
Orientation	2	0.4%

A typical comment regarding housing was "better dorms." Other comments dealt primarily with overcrowding and residence hall rules.

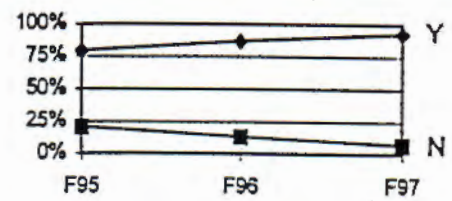
A typical comment regarding activities was "more social activities." Other comments dealt with weekend activities and activities for off-campus and non-traditional students.

A typical comment regarding food was "better food." Other comments dealt with the cafeteria's hours of operation and range of choices.

Trend in Responses

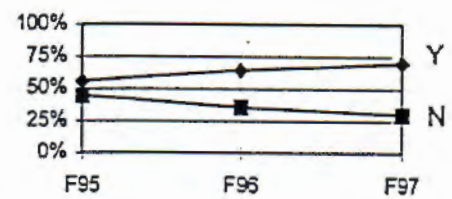
1-Happy

	F95	F96	F97
Yes	79%	87%	93%
No	21%	13%	7%



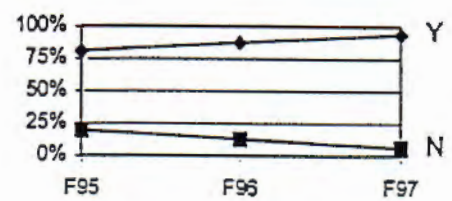
2-What I Thought

	F95	F96	F97
Yes	56%	65%	70%
No	44%	35%	30%



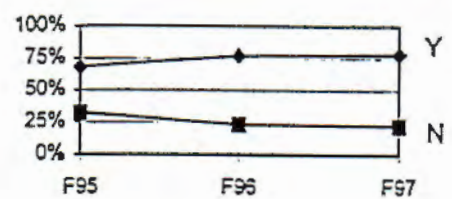
3-Choose Again

	F95	F96	F97
Yes	80%	87%	94%
No	20%	13%	6%



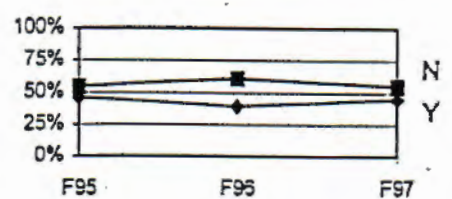
4-Recommended

	F95	F96	F97
Yes	68%	77%	78%
No	32%	23%	22%



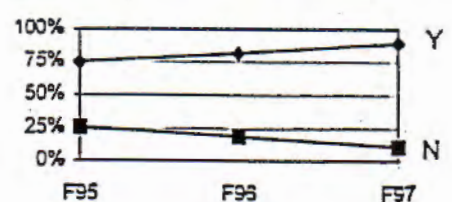
5-Visited Advisor

	F95	F96	F97
Yes	46%	39%	45%
No	54%	61%	55%



6-Plan to Graduate

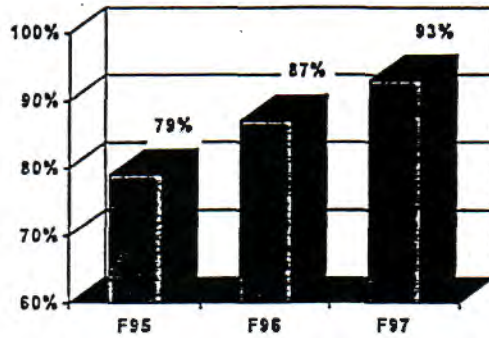
	F95	F96	F97
Yes	75%	81%	89%
No	25%	19%	11%



Freshman Satisfaction



Happy with freshman-year experience

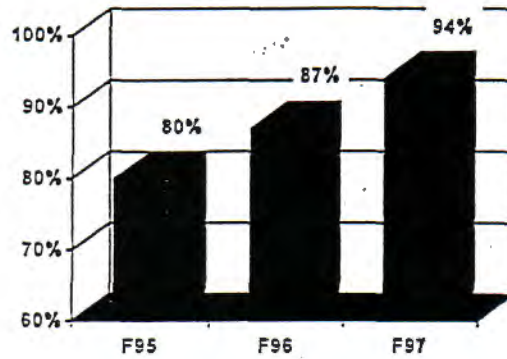


UNIVERSITY OF CENTRAL ARKANSAS

Freshman Satisfaction



Would choose UCA again

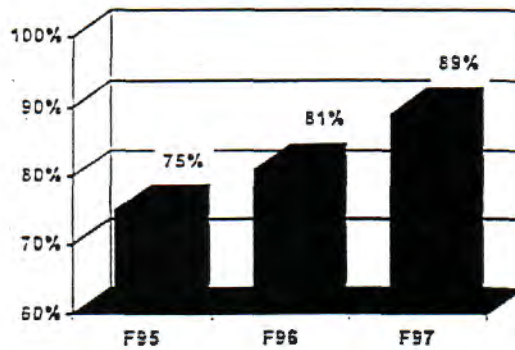


UNIVERSITY OF CENTRAL ARKANSAS

Freshman Satisfaction



Plan to graduate from UCA



UNIVERSITY OF CENTRAL ARKANSAS

Future Board Meetings - Board meetings have been scheduled on the following dates. Board members were asked to check their calendars and notify the President's Office if there are conflicts.

1. Friday, February 20, 1998;
2. Friday, May 8, 1998;
3. Friday, August 14, 1998 (in conjunction with commencement);
4. Friday, September 18, 1998;
5. Friday, December 4, 1998.

Teleconference Board Meeting - A teleconference Board meeting is schedule on Friday, December 12, 1997, at 10:00 a.m. as a follow-up to the action item to be considered today regarding the issuance of bonds

Arkansas Department of Higher Education Trustee Conference - Lu Hardin, Director of the Arkansas Department of Higher Education, has announced that the Trustee Conference normally held during the month of December is tentatively scheduled for Friday, January 30, 1998 in Little Rock.

December Commencement - Graduate and undergraduate commencement ceremonies are scheduled for Friday, December 19, 1997, at 7:00 p.m. and Saturday, December 20, 1997, at 10:30 a.m. respectively in the Farris Center.

ACTION AGENDA (continued)

Student Housing - A new residence hall, with capacity for approximately 200 students, is scheduled to be constructed and available for the 1999 fall semester. Even with construction of this facility, we will have capacity to house less than 25 percent of our students. The new residence hall should meet our immediate need for traditional style student housing. If additional housing is needed to improve the residential atmosphere, the Administration recommends that consideration be given to construction of campus apartment complexes.

Two likely locations for apartment complexes are on property currently owned by the university at the corner of College Avenue and Farris Road and the corner of Robins Street and Donaghey Avenue. The employment of an architect is needed to perform preliminary planning and cost estimates for construction of an apartment complex. If Board authorization is granted for construction of a facility at a later time, this architect would then develop appropriate bid specifications and oversee construction.

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

“BE IT RESOLVED: THAT THE PRESIDENT IS AUTHORIZED TO EMPLOY AN ARCHITECT TO DEVELOP PLANNING AND COST ESTIMATES FOR THE CONSTRUCTION OF STUDENT APARTMENT COMPLEXES ON CAMPUS.”

Board members decided to consider the following three items together:

Minor in Geographic Information Science - The College of Liberal Arts proposes a minor program of study in Geographic Information Science. This 21-hour minor will provide UCA students with a solid foundation in a new applied technology within the field of geography that links traditional mapping techniques with vast data bases. Geographic Information Science combines training in computer-assisted cartography, quantitative and statistical techniques, and data-base management and can be applied to a wide range of practical applications, from urban planning to marketing to public health. As recent news reports confirm (for example, *Chronicle of Higher Education*, November 29, 1996, and *U.S. News and World Report*, October 30, 1995), a growing number of employers are seeking graduates with GIS training, and jobs in the field command impressive starting salaries. GIS is currently the fastest-growing specialty within geography, and GIS-related jobs are considered by one national news magazine to be one of the “Best Jobs for the Future.”

Through a partnership with Intergraph Corporation (a leading manufacturer of GIS computer hardware and software) and an Arkansas distributor, UCA has recently been able to create a sophisticated GIS computer lab worth approximately \$500,000. This new equipment will allow the geography program to provide up-to-date training in Geographic Information Science to UCA students.

This new minor will appeal to majors from a variety of areas (business, health sciences, science, and liberal arts) who wish to acquire training in GIS technology in order to enhance their employment prospects. This new minor is distinct from the general, 24-hour minor in geography, which includes 6 hours required course work in World Regional Geography and allows for 9 hours of unspecified geography electives.

Of the seven required courses for the Geographic Information Science minor, six already exist and are currently being offered on a regular basis.

GEOGRAPHIC INFORMATION SCIENCE MINOR
21 hours (7 courses)

GEOG 1315	Introduction to Physical Geography
GEOG 1320	Introduction to Human Geography
GEOG 2345	Geographic Information Techniques
*GEOG 23XX	Introduction to Geographic Information Systems
GEOG 3306	Remote Sensing and Image Interpretation
GEOG 3375	Cartography
GEOG 4330	Geographic Information Analysis

*new course

The program has been reviewed and recommended for approval by all appropriate committees, councils, and administrators.

Minor in Southern and Arkansas Studies - The College of Liberal Arts proposes a minor program of study in Southern and Arkansas Studies. This 21-hour interdisciplinary minor will give UCA students a broad understanding of the heritage, life, and culture of the region in which they live and will provide training and opportunities for individualized learning experiences through research, an internship, or field work. The minor offers students an opportunity to explore the history, geography, politics, literature, and culture of Arkansas and of the American South and to better understand key issues that have shaped Southern society, such as race, religion, economic underdevelopment, and distinctive cultural forms. Combining course work from history, political science, geography, English, and sociology, the Southern and Arkansas Studies minor will also draw upon the rich resources available locally, such as the Ozark Heritage Institute, the Ozark Folk Center, and the Southern Autobiography Conference. With the new state law requiring the study of Arkansas history in the public schools, prospective teachers who must teach about Arkansas history may find this new minor especially appealing.

No new courses or new faculty are necessary for this minor: all courses are existing courses that are currently offered on a regular basis.

SOUTHERN AND ARKANSAS STUDIES MINOR
21 Hours (7 courses)

Core: 9 hours (3 courses) from among the following core courses:

ENGL 3343	Southern Literature
HIST 4345	The South to 1865
HIST 4346	The South since 1865
HIST 4355	The Role of Arkansas in the Nation
GEOG 3380	Geography of Arkansas
PSCI 2340	State and Local Government

Electives: 9 hours (3 courses) from the remaining core courses above and/or from the following:

ENGL 4380	African and African-American Literature
GEOG 3320	Field Studies
HIST 3353	African-American History to 1868
HIST 3354	African-American History since 1868

Capstone: 3 hours of focused readings or research in some aspect of Southern or Arkansas studies, such as:

- Independent Study
- Special Topics Seminar, for example:
 - HIST 4391 Topics in History (when Southern or Arkansas topic is offered)
 - SOC 4390 Selected Problems in Sociology (when Southern or Arkansas topic is offered)
 - GEOG 4360 Special Problems in Geography (when Southern or Arkansas topic is offered)
 - ENGL 4304 Studies in English and American Literature (when Southern or Arkansas topic is offered)
- Internship at the Ozark Heritage Institute, the Old State House Museum, or the Ozark Folk Center

The program has been reviewed and recommended for approval by all appropriate committees, councils, and administrators.

Masters Degree in Training and Development - The Department of Applied Academic Technologies seeks to change the current Master of Science in Education (MSE) degree in Business and Marketing Teacher Education to a Master of Science (MS) degree in Training and Development. The proposed MS degree would include three tracks: Track I - Business and Marketing Technology, Track II - Training and Development, and Track III - Adult Education. The MSE degree will be phased out after the MS is implemented as proposed in the fall of 1998.

The present MSE degree is directed toward secondary school teachers in business and marketing education and requires that entering graduate students hold a teaching certificate from the Arkansas Department of Education. This degree requires completion of 36 hours, nine (9) of which are professional education courses. There is a need for a program other than traditional teacher certification programs. Personnel who are teaching business administration courses in technical colleges, four-year institutions, and technical institutes seek a degree that includes more courses in computer technology. Track I (Business and Marketing Technology Education) will continue to meet the needs of those who are currently being served but will also accommodate individuals without teacher certification.

Formal instruction is an increasingly vital function in many diverse settings. Community agencies, youth and adult organizations, labor, business, government, media, and religious organizations are examples of settings where significant educational and training activities occur. Current research from The American Society of Training and Development reports that a new surge of interest in preparing graduate students in training and development competencies has emerged, with industry spending over \$32 billion annually on training. Because of rapid technological advances, it is estimated that by the year 2020 workers in many industries will need to be retrained as many as thirteen times. Track II of the proposed degree, Training and Development, will meet the needs of instructors, facilitators, and directors who must develop competencies in training for a well-trained, educated workforce to exist for Arkansas.

The Adult Education Track (III) will include all courses required for licensure in adult education. The Annual Report of the Governor's Commission on Adult Literacy outlines the need for well educated instructors. Over two hundred adult education sites serving 10,314 workers are being funded as well as local education agencies providing instructors for basic adult education courses, for classes for institutionalized adults, and for instruction in English as a Second Language.

The enrollment in the present Master of Science of Education in Business and Marketing Education has been stable for the last five years. It is expected that the enrollment of 45 to 55 students will continue. It is expected that between ten and fifteen students will enroll initially in the new tracks of the MS program, increasing to approximately twenty students over the first three years.

Each track in the new MS program in Training and Development will require 36 hours of course work for degree completion. All courses to support the three tracks are currently being taught and no new courses are proposed. No additional program costs are expected since faculty resources, library holdings, facilities, and equipment are adequate for meeting the needs of students and faculty.

Proposal for Change in Degree and Structure

Objective: To change the degree of the current MSE in Business and Marketing Education to a MS in Training and Development including three tracks--Business and Marketing Technology, Training and Development, and Adult Education.

Overview:

The Master of Science in Training and Development will be an interdisciplinary program of study. The program will accommodate students who have interest in Business and Marketing Technology (Track I), Training and Development (Track II), and Adult Education (Track III).

Learning and teaching are increasingly being viewed as vital functions in many diverse settings. Community agencies, youth and adult organizations, labor, business, government, media, and religious organizations are examples of settings where relevant and significant educational and training activities occur. The program would include the present Master of Science in Education in Business and Marketing Education, a new track in Training and Developing, and a new track in Adult Education. Courses in Training and Developing and Adult Education have been approved and offered in the College of Education. Certification for Adult Education has been built into the track.

There is a need for a professional degree program which is directed toward preparing educational personnel which differs from the traditional existing teacher certification programs. Personnel who are teaching business administration courses or working at the technical colleges, four year institutions, and technical institutes (which do not require a teaching certificate) wish a degree that includes those courses offered in the current Master of Science in Education in Business and Marketing Education.

The Training and Development track and Adult Education track will meet the needs of instructors, facilitators, and directors who are requesting competencies in training and adult education.

Since the Business and Marketing Education track is in place, minor changes in names and curriculum will be necessary. No new courses will be proposed to this track. The track will be called Business and Marketing Technology. The Arkansas Department of Education changed the name to Business and Marketing Technology in 1990. The new level and areas of Arkansas licensure refer to Business and Marketing Technology. No new courses will be needed for the Training and Development track or for the Adult Education track.

No additional program costs are expected since faculty resources, library holdings, facilities, and equipment are adequate in meeting needs of the students and faculty.

Role and Scope

The Role and Scope for the University of Central Arkansas states that the instructional program is based upon the goals of maintaining the highest academic quality and of assuring that the curriculum remains current, dynamic, and responsive to curricular trends and state needs. Tracks II and III are a direct result of this statement. Students have requested course work in training and adult education. Track I, Business and Marketing Education, continues to be a strong program at University of Central Arkansas serving not only central Arkansas but the State.

Availability of Students and Need

The enrollment in the present Master of Science of Education in Business and Marketing Education has been stable for the last five years. It is expected that the enrollment of 45 to 55 students will continue. It is expected that between 10 and 15 students will enroll in the new tracks of the program and that the number of students will increase by five over the next three years. Current research from The American Society of Training and Development reports that a new surge of interest in preparing graduate students in training and development competencies has emerged. They report that industry spends over \$32 billion annually on training. Because of rapid technological advances, it is estimated that by the year 2020 workers in many industries will need to be retrained as many as 13 times.

The Governor's Commission on Adult Literacy Annual Report provides insight for the need for a well trained faculty to meet the needs of the on-going projects. Over two hundred adult education sites involving 10,314 workers were funded. Funding was also provided for local education agencies to teach homeless adults; direct and equitable grants to provide basic educational services, adult education classes serving over 4,000 institutionalized adults, and English as a Second Language programs serving over 2,000.

Personnel with competencies in adult education and training and development will be required to direct and provide instruction for the future workforce.

The Arkansas Higher Education Plan 1989-1994 cites the Quality Higher Education Study Committee which concluded that the emerging trends in business point to an economic future for the state and the citizens that will suffer unless a higher priority is place on education at all levels. The Plan also states that training and retraining needs of the workforce will impose new demands on higher education. **One of those demands will be to provide competent teachers, trainers, and/or facilitators who will provide the instruction in order that a well trained educated workforce will exist for Arkansas.**

Organizational Structure

Training and Development is unique. Of course, Business and Marketing Education programs (Track I) and Adult Education programs (Track III) are offered at other institutions in Arkansas. Track II, Training and Development, is not. Hoffman and Viehrock's (1992) research of a state by state analysis of training and development offerings at the collegiate level at NABTE institutions cite no training and development course offerings in Louisiana, Missouri, and Tennessee. The University of Arkansas at Little Rock offers a Master of Arts in Interpersonal and Organizational Communication in which some trainers have enrolled.

MS in Training and Development does not exist at other institutions in the area. It is a combination of tracks that makes the program unique.

Training and Development will be administered by the Department of Applied Academic Technologies in the College of Education. The administrative structure will not change. The Business and Marketing Education courses are already in place and will roll over to Track I in Training Systems. Since the courses for Training and Development (Track 2) and Adult Education (Track III) are already being offered, additional administrative structures will not be needed.

No new personnel, facilities, or equipment will need to be added to the program. Business and Marketing Education (Track I) has been in existence for over thirty years. The courses in Track II and Track III are currently being offered by the present faculty. Courses offered in all three tracks would continue on the present rotation.

Track I--Business and Marketing Technology

The American Vocational Education Association and the Arkansas Department of Education changed to Business and Marketing Technology from Business Education in 1990. Courses with Business Education and/or Marketing Education would change to Business and Marketing Technology Education. The words, "business and marketing education," need to be dropped from BMED 6322 Research Studies in Business and Marketing Education and, "on Business Education," needs to be dropped from BMED 6323 Seminar on Business Education. The following courses would be required of Track I.

BMED 5325 Applications of Computers in Education

BMED 6321 Foundations of Business and Marketing Technology Education

BMED 6322 Research Studies

BMED 6323 Seminar

BMED 6326 Curriculum and Supervision in Business and Marketing Technology Education

BMED 6359 Improvement of Instruction in Vocational Education for the Special Needs Learner

ADSE 6382 Educational Statistics

Fifteen hours may be selected from the following: BMED 5375, 5359, 5396, 6301, 6310, 6320, 6325, 6328, 6330, 6335, 6349, 6350, 6355, 6358, 6359, 6331, TECH 5311 and 5312.

Track II--Training and Development

No new courses need to be added. Courses in the track are interdisciplinary because competencies for trainers established by the American Society of Training and Development are found in the courses of other disciplines. The following courses will be required.

BMED 6340 Advanced Instructional Techniques for Trainers

BMED 6350 Concepts and Practices of Training and Development

BMED 5396 Methods and Techniques of Adult Education

BMED 5325 Application of Computer in Education

BMED 6322 Research Studies

BMED 6323 Seminar

BMED 6335 Computer Application Software

ADSE 6382 Educational Statistics

EMLS 6354 Multimedia

EMLS 6375 Global Information Resources

Six hours from the following: COUN 6342, COUN 6343, COUN 6345, INFO 6361, MGMT 5345, MGMT 6341, TECH 6337, EMLS 6355

Track--III Adult Education

This track will prepare individuals as instructors, learning facilitators, and adult education center directors. An individualized program of study which will allow for specific interests and career goals will be designed for each student. The program would lead to certification in adult education.

BMED 5395 Introduction to Adult Education

BMED 5396 Methods and Techniques of Adult Education

PSYC 5352 Adult Psychology

BMED 6330 Directed Field Experiences (Three or six hours)

BMED 5325 Applications of Computers in Education

BMED 6322 Research Studies

BMED 6323 Seminar

ADSE 6382 Educational Statistics

Nine or twelve hours of electives from specialization field

The proposal has been recommended for approval by all the appropriate committees, councils, and administrators.

The following resolution was approved unanimously upon motion by Mr. Hicks with a second by Mr. White:

“BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES HEREBY APPROVES A MINOR IN GEOGRAPHIC INFORMATION SCIENCE.

BE IT FURTHER RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES HEREBY APPROVES A MINOR IN SOUTHERN AND ARKANSAS STUDIES.

BE IT FURTHER RESOLVED: THAT THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CENTRAL ARKANSAS APPROVES THE MASTER OF SCIENCE IN TRAINING AND DEVELOPMENT (CIP 13.1303) TO REPLACE THE EXISTING MSE IN BUSINESS AND MARKETING EDUCATION EFFECTIVE FALL, 1998.”

Retention Standards Policy (Board Policy No. 330) - On April 5, 1997, the UCA Board of Trustees adopted a revised retention standards policy as recommended by the Retention Standards

Committee. The revised policy went into effect fall 1996. One year after implementation, the Retention Standards Task Force was asked to review the revised policy. The Retention Standards Task Force was satisfied with and recommended no change in the semester hours attempted and the minimum cumulative grade point average for a student to remain in school. It did, however, recommend a change in the length of the first and second academic suspension. The following is the policy now in effect and the proposed change in the retention standards policy.

This recommendation has been reviewed and endorsed by the Retention Committee, Undergraduate Council, and the Council of Deans. It also was the recommendation of the various groups that the suspension provisions be retroactive and any fall 1996 entering freshman student suspended under the current policy be eligible to return to UCA for the spring 1998 semester.

The following resolution as an amendment to Board Policy No. 330, "Student Retention," was adopted unanimously upon motion by Mr. White with a second by Mr. Hicks:

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING REVISION TO BOARD POLICY NO. 330, 'STUDENT RETENTION.'"

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 330

Subject: Student Retention

Page 1 of 1

Date Adopted: 5/92 Revised: 4/96, 12/97

Undergraduate and Post-baccalaureate Students. In addition to the completion of prescribed courses, students must meet established scholarship standards in order to continue in the university.

A student will be placed on academic probation whenever the semester grade point average is less than 2.000.

A student will be removed from academic probation whenever the semester grade point average equals or exceeds 2.000 and the cumulative grade point average equals or exceeds 2.000.

A student on academic probation who does not achieve a 2.000 semester grade point average and does not meet the minimum cumulative average listed below will be academically suspended.

SEM HRS ATTEMPTED

MINIMUM CUMULATIVE G.P.A.

1 - 30	1.70
31 - 59	1.85
60 OR MORE	2.00

The calculation of hours attempted will include grades A, B, C, D, F, and WF.

~~A first suspension will be for one calendar year.~~

~~A second suspension will be for two calendar years.~~

A first suspension will be for one semester.

A second suspension will be for one calendar year.

A third suspension will be academic dismissal, for an indefinite period of time.

All standards with respect to retention are binding and are not, therefore, subject to appeal.

Dental Insurance Contract - The annual dental insurance contract with Delta Dental Plan of Arkansas will expire on December 31, 1997. Delta Dental has submitted the following rate proposal for calendar year 1998. No changes in plan design are proposed.

Plan Summary

	<u>Employee Out-of-Pocket</u>	<u>Plan Coverage</u>
Diagnostic and Preventative	0%	100%
Basic Restorative	20%	80%
Major Restorative	50%	50%
Surgical Periodontics	50%	50%
Annual Individual Deductible	\$50.00	
Annual Maximum Family Deductible	\$150.00	

Monthly Premiums

	<u>Current Employer Cost</u>	<u>Current Employee Cost</u>	<u>Revised Employer Cost</u>	<u>Revised Employee Cost</u>
Employee Only	\$15.78	\$0.00	\$18.15	\$0.00
Employee/Spouse	\$15.78	\$15.78	\$18.15	\$18.15
Employee/Child(ren)	\$15.78	\$20.56	\$18.15	\$23.64
Family	\$15.78	\$36.84	\$18.15	\$42.37
Percentage Increase			15%	
Expected Annual Additional Cost to UCA			\$24,500	
Additional Annual Cost to Employees				
Employee Only		\$0.00		
Employee and Spouse		\$28.44		
Employee and Child(ren)		\$36.96		
Family		\$66.36		

In support of the rate proposal, Delta Dental has provided the following claims expense information for the period of January through September 1997.

Premiums Received		\$205,822
Claims Paid	\$194,267	
Claims in Process	\$34,968	
Administrative Services	\$19,868	
		(\$43,281)

Based upon this claims experience, it is recommended that the proposed dental plan with Delta Dental Plan of Arkansas, reviewed and recommended by the University Fringe Benefits Committee, be renewed for calendar year 1998.

During 1998, a review of employee communications, plan design and co-payments will be undertaken to assist in cost control for the plan.

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

“BE IT RESOLVED: THAT THE PRESIDENT IS AUTHORIZED TO RENEW THE DENTAL INSURANCE CONTRACT WITH DELTA DENTAL PLAN OF ARKANSAS FOR THE PERIOD OF JANUARY 1, 1998 THROUGH DECEMBER 31, 1998, AT THE RATES AND TERMS INDICATED ABOVE.”

Acquisition of Property Located at 439 Western Avenue - A property owner within the university's projected growth area has approached the university regarding purchase of their property. The administration has obtained appraisals on the property and signed an offer and acceptance agreement with the owner, subject to Board of Trustees and State of Arkansas approval. The property is approximately 1.46 acres and contains a 2,750 square foot house. The property will be used on a temporary basis as either faculty or staff housing.

The following resolution was adopted unanimously upon motion by Mr. White with a second by Mr. Hicks:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY AUTHORIZES THE ADMINISTRATION TO PURCHASE PROPERTY AT 439 WESTERN AVENUE OWNED BY MR. AND MRS. RICHARD HENDRICKSON.”

Bond Issue - The following resolution was adopted unanimously upon motion by Mrs. Goode with a second by Mr. Hicks:

A RESOLUTION AUTHORIZING PREPARATIONS FOR THE ISSUANCE BY THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CENTRAL ARKANSAS \$6,500,000 HOUSING SYSTEM REVENUE BONDS, SERIES 1997A; \$550,000 PARKING FACILITIES REVENUE BONDS, SERIES 1997B; AND \$2,000,000 RECREATION FACILITIES ALLOCATED REVENUE BONDS, SERIES 1997C

WHEREAS, the General Assembly of the State of Arkansas at its 1947 Regular Session enacted Act 62 of 1947 (Arkansas Code Annotated 6-62-301 *et seq.*) (the "Act") pursuant to which the University of Central Arkansas ("UCA") is authorized and empowered as a public agency of the State of Arkansas to construct buildings, structures, parking facilities or other improvements which the Board of Trustees of UCA (the "Board") deems proper, and to issue bonds in order to finance such; and

WHEREAS, on August 11, 1995 and May 20, 1997 the State Board of Higher Education reviewed proposals by UCA for the acquisition and construction of a new residence hall, new parking facilities and the renovation of existing parking facilities and the first phase of a Health, Physical Education and Recreation Complex on the campus of UCA (collectively the "Project") and approved UCA going forward to issue and sell bonds to finance the Project; and

WHEREAS, the Board has previously determined that a new residence hall; new and renovated parking facilities; and the first phase of a Health, Physical Education and Recreation Complex are necessary for the efficient operation of the UCA campus and has previously approved plans for such.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

Section 1. The Administrative staff of UCA commence all necessary preparation for the issuance of not to exceed \$6,500,000 Housing System Revenue Bonds, Series 1997A; \$550,000 Parking Facilities Revenue Bonds, Series 1997B; and \$2,000,000 Recreation Facilities Allocated Revenue Bonds, Series 1997C to be issued in such series, to mature, to bear interest, and to contain such other terms and conditions and shall be sold to the public pursuant to an Official Notice of Sale.

Section 2. The Vice President for Financial Affairs, for and on behalf of the Board, is hereby authorized to prepare and approve for distribution to the public a Preliminary Official Statement describing the terms and conditions under which the 1997 Bonds are to be issued and secured, and which may be deemed final within the meaning of SEC Rule 15c2-12 upon the approval thereof by such officer.

Section 3. The Vice President for Financial Affairs shall, as soon as possible, comply with all requirements of the laws of the State with respect to a public sale, and after such sale, shall review the bids and select the one which offers the lowest costs to UCA.

ADOPTED AND APPROVED December 1, 1997.

**BOARD OF TRUSTEES OF THE
UNIVERSITY OF CENTRAL ARKANSAS**

By: _____
Chairman

ATTEST:

By: _____
Secretary

EXECUTIVE SESSION

Executive session was declared upon motion by Mr. Hicks with a second by Mr. White.

OPEN SESSION

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

“BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES APPROVES THE FOLLOWING ADJUSTMENTS, APPOINTMENTS, AND RESIGNATIONS, PROVIDED, HOWEVER, THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE.”

ADJUSTMENTS:

1. Terri L. Canino, change from Accounting Technician II, Torreyson Library, to Project Coordinator/Grants, Financial Services, Non-faculty Appointment, effective October 1, 1997 through June 30, 1998 @ a salary of \$18,000.00.
2. Valerie Nicholson, change from Project Coordinator/Grants, Financial Services to Data Base Coordinator, Financial Services, effective September 8, 1997 through June 30, 1998 @ a salary of \$28,387.00.
3. Tracy Swank, Assistant Librarian, change from night duty to day, change salary from \$27,750.00 to \$28,500.00 effective November 3, 1997.

APPOINTMENTS:

1. Rick Fought, Assistant Librarian, Torreyson Library, Non-faculty Appointment, effective November 3, 1997 through June 30, 1998 @ a salary of \$19,000.00.
2. Kimberly Stubbs, Assistant Project Coordinator, Small Business Advancement, Non-faculty Appointment, effective September 22, 197 through June 30, 1998 @ a salary of \$16,316.00.
3. Jeanette Thomas, Project coordinator, Small Business Advancement, Non-faculty Appointment, effective September 11, 1997 through June 30, 1998 @ a salary of \$20,064.00.

RESIGNATIONS:

1. Woodrow Cummins, Development Office October 17, 1997
2. Rebecca Harrington, Psychology October 31, 1997
3. Beverly Tallent, Family & Consumer Sciences August 5, 1997
4. Frances Thomas, Music May 15, 1997

Dr. Chakales expressed appreciation to Mr. Bob McCormack, who will be retiring in January, for his years of service to the university.

There being no further business to come before the Board, the meeting was adjourned upon motion by Mr. White with a second by Mrs. Goode.

Dr. Harold H. Chakales, Chairman

Mr. Rickey H. Hicks, Secretary