

The Board of Trustees of the University of Central Arkansas convened in regular meeting Friday, October 30, 1992 at 3:00 p.m. in Torreyson Library with the following officers and members present, to-wit:

Chairman:	Mr. Jerry Malone
Vice Chairman:	Mr. Dalda Womack
Secretary:	Mr. Joe White
	Mr. Madison P. Aydelott III
	Mr. Ben F. Burton
	Mrs. Elaine Goode
	Mr. Rush Harding III

and with the following absent, to-wit: None

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

Minutes of the last regular meeting, August 14, 1992, were approved as circulated on motion by Mr. White, seconded by Mr. Aydelott, and passed.

In reference to an item in the August 14, 1992 minutes Mr. Malone requested an estimated number of former students eligible for academic clemency and the cost of contacting those students. President Thompson stated that he will contact the offices of Admissions and Registrar to determine if the information can be retrieved. He explained that it has been only in recent years that information necessary to contact students has been obtained when they leave the university.

### **PRESIDENT'S REPORT**

President Thompson reported on the following items:

**International Activities** - For the past few years UCA has worked to develop an international program to give international students an opportunity to study at UCA and UCA students, faculty, and staff greater opportunities to study and travel overseas. A handout showing some of the progress made in international programs was distributed. There is an increase of over 100 international students this fall representing over 30 countries. With the renovation of Minton Hall, UCA now has an international house although it is not limited to international students.

Three UCA professors, Dr. Paul Butt, Dr. Charles Mullins, and Ms. Helen Phillips, are or have been on Fulbright or other exchange programs in Africa this year. The Office of International Programs is working on the possibility of sending a number of UCA students to Africa in May.

The President of the Moscow State Pedagogical Institute is visiting the UCA campus today.

**Athletic Programs** - As a follow-up to his report during the August 14, 1992 Board meeting concerning possible elimination of baseball and track programs, President Thompson reported that the two programs may be continued for one more year (from Spring 1993 to Spring 1994) to enable students who were recruited into the programs as juniors to complete their programs and graduate. President Thompson has requested Mr. Bill Stephens, Athletic Director, to discuss the matter with members of the athletic committee. A recommendation will be made at a later time. If the university eliminates the programs students may transfer elsewhere and participate in athletic programs immediately.

Mr. Harding asked if scholarships will be honored for those students who choose to remain at UCA. President Thompson explained that baseball and track are not scholarship programs; however, any financial aid to which the students are entitled will continue.

**Architect Selections for Campus Projects** - Architects have been selected for the following upcoming projects: (1) fly loft and elevator in Snow Fine Arts Center; (2) tennis courts to be located on the south side of campus; (3) an art gallery which will most likely be an addition to West Commons; and (4) parking lot improvements on the Baldrige property located east of Donaghey Avenue. Final plans for these projects are not available at this time.

**Construction Update** - Most projects are at or near completion with the exception of Irby Hall which is approximately 40% complete. Irby should be ready for occupancy at the beginning of the 1993 fall term.

**Litigation Report** - President Thompson requested Mary Stallcup, legal counsel, to present this report. Ms. Stallcup reported on the following items:

1. Veazey, et al. v Ming Fang Wang, University of Central Arkansas and State of Arkansas. The plaintiffs, Norman Veazey and his wife, have filed this suit in state court in DuPage County, Illinois, to recover damages for injuries allegedly sustained in an automobile accident with Dr. Ming Fang Wang, one of our faculty members. Mr. Veazey and his wife are asking for damages in excess of



\$300,000 for medical expenses, pain and suffering, lost earnings and loss of consortium. Legal representation for UCA, the State and Dr. Wang is being provided by the Illinois law firms of Wylie, Mulherrin, Rehfeldt and Varchetto and O'Reilly, Cunningham, Norton and Mancini, as well as the Attorney General's Office.

The Illinois law firms have been retained by the state vehicle fleet insurer and by Dr. Wang's insurance company. The state policy limits are \$65,000 and Dr. Wang's insurance company has a \$25,000 limit. Our attorneys have filed responses denying liability. The next step is the discovery process, which should take several months to complete.

2. Carver v UCA. Ms. Carver, a UCA student, is asking the State Claims Commission for \$75,000 in damages for injuries to her back and ankle allegedly incurred when Ms. Carver fell down the steps outside Main. Ms. Carver claims that her fall occurred because UCA negligently failed to repair a cracked step. This matter is set for hearing on November 12, 1992.
3. UCA v. Super-Chef Manufacturing Co., Inc. and Capitol Fire Extinguisher Co., Inc. et al. UCA's insurance company has filed suit in Faulkner County Circuit Court to recover approximately \$775,000 it paid to UCA for damages from an August 18, 1990 fire at the Bear's Pit. The insurance company will bear all expenses and will receive any judgment (except for a \$5,000 deductible paid by UCA) resulting from the lawsuit. The complaint is filed in the name of UCA and its board of trustees because our insurance contract allows the insurer to bring a subrogation action in UCA's name.
4. Rayfus Dukes v UCA. Mr. Dukes, an employee in the grounds maintenance department claimed that he had been the victim of racial slurs, had been paid less than similarly situated whites and had been unfairly disciplined because of his race, black, and as retaliation for testifying in a grievance hearing. On August 4, 1992, the Equal Employment Opportunity Commission ("EEOC") issued a determination that there was no cause to believe that discrimination had occurred. Mr. Dukes has 90 days from receipt of the letter to file a lawsuit based on his claim of discrimination.
5. Dennis Charles v UCA. Mr. Dennis Charles, a white male, was discharged from his employment at UCA's Physical Plant in February 1992. He subsequently filed an EEOC claim alleging sex discrimination and retaliation. Mr. Charles



claimed that he was subjected to sexist comments from his supervisor and co-workers and that his complaints to management produced no results. UCA has denied the claim and has provided information showing that discrimination did not occur. EEOC has not yet issued a determination.

Mr. Malone asked if the university could under certain circumstances face liability when employees travel on university business and if so, can UCA request those employees to obtain higher liability insurance limits. Ms. Stallcup stated that UCA could be liable under state statute. She explained that UCA has raised the insurance coverage on the state fleet vehicles to a minimum of \$150,000 per incident. Dr. Thompson stated that he is not sure if UCA can require individual employees to obtain additional coverage as a condition of using university vehicles.

Mr. Womack asked if the university has tort immunity. Ms. Stallcup explained that the Arkansas Supreme Court has ruled that immunity does not apply to the act of driving a car. Driving is considered to be in the normal scope of action as a citizen.

Mr. Harding stated that \$150,000 seems inadequate if immunity does not apply and that UCA should look at obtaining a blanket insurance policy.

**Student Records/Freedom of Information Act** - Pursuant to the recommendation of a campus task force President Thompson will authorize the Department of Public Safety to release incident reports, with the exceptions noted in the task force recommendation, without deletion of personally identifiable information effective November 1. The task force was established following changes in the Federal law which clarified the question of whether Federal funds could be withheld from institutions if they released information arguably in violation of the Buckley Amendment. It now appears that there is no significant risk of funds being withheld because of the modifications in Federal law and, therefore, no reason for UCA to continue withholding public safety records.

**W. C. Ferguson Memorial Chapel** - Ferguson Chapel was built on campus approximately 30 years ago. In light of the recent Supreme Court decisions related to religion and public institutions it appears that changes may need to be made in Ferguson Chapel. Possible changes are to place a curtain or other removable covering over the Christian mural and to change the mounting of the crosses so they can be placed in use or removed, as users prefer, and to minimize specific religious denominational identification. The proposed changes will not destroy the work that was previously done on the building. If this is done Christian students may use the mural and crosses during their ceremonies and others may bring their own religious materials for use in the chapel. The chapel will be equally available for use by secular groups.



These proposed changes should meet the requirements of the Supreme Court decisions.

Mrs. Goode expressed her concern about the proposed changes. She feels that the chapel is a part of UCA's history and should not be altered. Mr. Harding also expressed concern about the proposal. Following a discussion it was decided that this issue will be reviewed and further information submitted to the Board.

**Financial Report September 1992** - At President Thompson's request Mr. Robert McCormack reviewed and explained UCA's financial report through September 30, 1992.

**December Commencement** - The Student Government Association and other student groups have suggested that UCA begin having a December commencement for those students who complete their academic requirements at the end of the fall term and are unable to participate in the spring commencement. The proposal has been approved by all appropriate councils and barring an objection from the Board UCA will have its first December commencement on December 18, 1992 at 7:30 p.m. There was no objection.

**State Hall - possible renovation** - President Thompson hopes to consider the possibility of a renovation of State Hall over the summer. This hall is the one remaining men's residence hall that very badly needs renovating. The source of funds for the renovation has not yet been identified, therefore, a proposal has not been prepared for the Board. If a source of funds can be identified, the Board will be provided necessary information during an upcoming meeting.

**Resignation of Bill Tervin from ARA** - Mr. Bill Tervin, Director of ARA Food Services on the UCA campus, has accepted other employment and will be leaving ARA and UCA effective October 31, 1992. President Thompson expressed his appreciation and wished Mr. Tervin well in his new position.

**Possible Board Retreat** - Hopefully, a retreat can be planned for the Board shortly after the Christmas holidays to discuss some of the budget issues UCA will be faced with during the next two to five years.

### **OLD BUSINESS**

**Baldrige Property - Revision of Memorandum of Understanding and Naming of Property** - In its August 14, 1992 meeting, the UCA Board of Trustees approved a resolution authorizing the President to accept the Doyle Baldrige Property and pay Dr. and Mrs. Doyle Baldrige an annual life annuity in accordance with the terms of the Charitable Remainder Annuity Trust Agreement and the Memorandum of Understanding which were included with the agenda book for the meeting.

Subsequently, the attorneys negotiated a further provision to the Memorandum of Understanding to be added as section 12 (thus necessitating the re-numbering of former section 12 as section 13). This new section 12 reads as follows:

"12. The Baldridges will hold harmless UCA, its Board of Trustees, agents and employees in the event of any claims, demands, injuries, or other causes of action as a result of the location of the mobile homes and/or maintenance shed on the property; and..."

In addition, new section 13 (formerly section 12) of the Memorandum of Understanding states that the University of Central Arkansas will designate the trust property consisted (sic) of four (4) apartment buildings and land adjunct to the buildings, consisting of about 2.09 acres, more or less, as the Baldrige complex.

The following resolutions were adopted upon motion by Mr. Burton, seconded by Mrs. Goode, and passed:

**"BE IT RESOLVED, THAT THE BOARD OF TRUSTEES AGREES TO THE ADDITION OF THE FOLLOWING LANGUAGE TO THE MEMORANDUM OF UNDERSTANDING REFERENCED IN ITS RESOLUTION ON THE BALDRIDGE PROPERTY ADOPTED ON AUGUST 14, 1992, AND THE RE-NUMBERING OF SECTION 12 THEREIN TO SECTION 13:**

**"12. The Baldridges will hold harmless UCA, its Board of Trustees, agents and employees in the event of any claims, demands, injuries, or other causes of action as a result of the location of the mobile homes and/or maintenance shed on the property; and..."**

**and**

**BE IT FURTHER RESOLVED, THAT PURSUANT TO SECTION 13 OF THE MEMORANDUM OF UNDERSTANDING, THE BOARD OF TRUSTEES HEREBY AUTHORIZES THE DESIGNATION OF THE DOYLE BALDRIDGE TRUST PROPERTY CONSISTING OF FOUR APARTMENT BUILDINGS AND LAND ADJUNCT TO THE BUILDING, CONSISTING OF ABOUT 2.09 ACRES, MORE OR LESS, AS THE BALDRIDGE COMPLEX;**



and

**BE IT FURTHER RESOLVED, THAT THE SECRETARY OF THE BOARD IS HEREBY AUTHORIZED AND DIRECTED TO MAKE NOTATIONS TO THE MEMORANDUM OF UNDERSTANDING ATTACHED TO THE MINUTES OF THE AUGUST 14, 1992 BOARD MEETING TO REFLECT THE ABOVE CHANGES."**

**NEW BUSINESS**

**Resolution for Dr. H. B. Hardy, Jr.** - The following resolutions were adopted upon motion by Mr. White, seconded by Mr. Womack, and passed:

**WHEREAS, H. B. HARDY JR. SPENT 40 YEARS OF HIS LIFE ON THE CAMPUS OF THE UNIVERSITY OF CENTRAL ARKANSAS, FOUR AS AN UNDERGRADUATE IN EARNING THE BACHELOR OF ARTS DEGREE AND 36 YEARS AS A MEMBER OF THE FACULTY AND STAFF; AND**

**WHEREAS, DURING HIS CAREER HE SERVED AS A TENURED PROFESSOR OF EDUCATION, DIRECTOR OF PLACEMENT, DEAN OF UNDERGRADUATE STUDIES, DEAN OF GRADUATE STUDIES, INTERIM PRESIDENT AND ASSISTANT TO THE PRESIDENT; AND**

**WHEREAS, DR. HARDY FULFILLED EACH OF THESE IMPORTANT DUTIES WITH AN EXTRAORDINARY PROFESSIONAL COMPETENCE AND COMMITMENT THAT CONTRIBUTED IMMEASURABLY TO UCA'S EMERGENCE AS A MAJOR INSTITUTION OF HIGHER LEARNING; AND**

**WHEREAS, DR. HARDY ADDITIONALLY FULFILLED THESE DUTIES IN A CONSISTENTLY COURTEOUS AND CHEERFUL MANNER THAT NOT ONLY EARNED HIM THE PERSONAL AND PROFESSIONAL ADMIRATION AND RESPECT OF ALL, BUT CAUSED GREAT GOODWILL TO ACCRUE TO THE UNIVERSITY; AND**

**WHEREAS, DR. HARDY HAS CONCLUDED HIS EMPLOYMENT AT THE UNIVERSITY WITH A WELL-DESERVED RETIREMENT; NOW, THEREFORE BE IT**

RESOLVED, THAT WE, THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CENTRAL ARKANSAS DO HEREBY EXPRESS TO DR. HARDY OUR GREAT LOVE, GRATITUDE AND ESTEEM FOR DEDICATING HIS LIFE'S WORK TO THIS UNIVERSITY, AND SINCERELY WISH FOR HIM THE FULLEST POSSIBLE MEASURE OF JOY AND PEACE IN THE FUTURE; AND BE IT FURTHER

RESOLVED, THAT A COPY OF THESE RESOLUTIONS BE MADE A PART OF THE MINUTES OF THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES MEETING.

ADOPTED THIS \_\_\_\_\_  
DAY OF \_\_\_\_\_, 1992  
AT CONWAY, ARKANSAS

\_\_\_\_\_  
CHAIRMAN OF THE BOARD

\_\_\_\_\_  
VICE CHAIRMAN OF THE BOARD

\_\_\_\_\_  
SECRETARY OF THE BOARD

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Resolution for Jimmy and Cleda Driftwood - The following resolutions were adopted upon motion by Mr. Harding, seconded by Mr. Burton, and passed:

WHEREAS, JIMMY AND CLEDA DRIFTWOOD EACH HAVE TAKEN DEGREES FROM THE UNIVERSITY OF CENTRAL ARKANSAS; AND

WHEREAS, JIMMY AND CLEDA DRIFTWOOD ARE INTERNATIONALLY ACCLAIMED THROUGH HIS SONGWRITING AND SINGING AND THEIR MUTUAL COMMITMENT TO THE PRESERVATION OF THE MUSIC, THE HISTORY AND CULTURE OF THE OZARKS REGION OF THE STATE OF ARKANSAS; AND

WHEREAS, JIMMY AND CLEDA DRIFTWOOD HAVE BROUGHT



**GREAT HONOR AND PRESTIGE TO THE UNIVERSITY THROUGH THEIR LIFE'S WORK; AND**

**WHEREAS, JIMMY AND CLEDA DRIFTWOOD NOW HAVE CONSUMMATED THEIR LIFELONG LOVE AND CONCERN FOR THEIR ALMA MATER WITH THE BEQUEATHAL OF THEIR ESTATE TO THE UNIVERSITY; NOW, THEREFORE BE IT**

**RESOLVED, THAT WE, THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CENTRAL ARKANSAS, HAVING PREVIOUSLY RECOGNIZED JIMMY DRIFTWOOD WITH THE UNIVERSITY'S HIGHEST HONOR OF DISTINGUISHED ALUMNUS, DO HEREBY EXPRESS TO BOTH JIMMY AND CLEDA DRIFTWOOD OUR GREATEST ESTEEM, GRATITUDE AND APPRECIATION FOR THIS EXTRAORDINARY GIFT; AND BE IT FURTHER**

**RESOLVED, THAT A COPY OF THESE RESOLUTIONS BE PLACED IN THE MINUTES OF THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES MEETING.**

**ADOPTED THIS \_\_\_\_\_  
DAY OF \_\_\_\_\_, 1992  
IN CONWAY, ARKANSAS**

\_\_\_\_\_  
**CHAIRMAN OF THE BOARD**

\_\_\_\_\_  
**VICE CHAIRMAN OF THE BOARD**

\_\_\_\_\_  
**SECRETARY OF THE BOARD**

\_\_\_\_\_  
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**Refund Policy for Certain Students Withdrawing or Dropping Classes (Higher Education Amendments of 1992)** - On July 23, 1992, President Bush signed the Higher Education Amendments of 1992, and a new pro-rata refund requirement became effective immediately for certain students who are receiving student financial aid from Title IV funds,

i.e., Federal Stafford Loans, Federal Supplemental Student Loans, Federal Parent PLUS Loans, Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Federal College Work Study. The attached resolution brings UCA into compliance with respect to students covered by the Act.

UCA's existing refund policy will remain in effect for all other students until university officials have had an opportunity to determine whether further changes are advisable.

The new amendment allows for a reasonable administrative fee which will not exceed the lesser of 5 percent of the tuition, mandatory fees, and room and board charges for the period of enrollment, or \$100.

The following resolution was adopted as Board Policy No. \_\_\_\_\_ upon motion by Mr. Aydelott, seconded by Mrs. Goode, and passed:

**"BE IT RESOLVED: TO MEET THE REQUIREMENTS OF THE HIGHER EDUCATION AMENDMENTS OF 1992, ANY STUDENT WHO IS ATTENDING THE UNIVERSITY FOR THE FIRST TIME, IS WITHDRAWING FROM THE UNIVERSITY, AND IS IN RECEIPT OF TITLE IV FUNDS: i.e., FEDERAL STAFFORD LOANS, FEDERAL SUPPLEMENTAL STUDENT LOANS, FEDERAL PARENT PLUS LOANS, FEDERAL PELL GRANTS, FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS, AND FEDERAL COLLEGE WORK STUDY WILL, WHEN ELIGIBLE, BE ENTITLED TO REFUNDS AS INDICATED IN THE "NEW PRO-RATA" COLUMN BELOW.**

**ALL OTHER STUDENTS WHO WITHDRAW FROM THE UNIVERSITY, ANY UNDERGRADUATE WHO DROPS CLASSES BELOW FULL-TIME STATUS OR ANY GRADUATE STUDENT WHO DROPS HOURS DURING A SEMESTER OR SUMMER TERM, WILL BE ENTITLED TO REFUNDS, IF ELIGIBLE, ACCORDING TO THE "CURRENT" COLUMN BELOW.**

**ROOM AND BOARD WILL BE ADJUSTED/REFUNDED FOR ALL STUDENTS ON A DAILY USE BASIS.**

**REFUNDS OF LESS THAN \$5.00 WILL NOT BE GRANTED.**

**REFUNDS OF GENERAL REGISTRATION AND MANDATORY FEES:**



<u>Fall/Spring</u>			<u>Summer Terms</u>	
Current	New Pro-Rata	Week	Current	New Pro-Rata
75%	90%	1	75%	80%
75%	80%	2	0%	60%
75%	80%	3	0%	40%
75%	75%	4	0%	0%
75%	75%	5	0%	0%
0%	60%	6		
0%	50%	7		
0%	50%	8		
0%	40%	9		
0%	40%	10		
0%	0%	11-17		

**ADJUSTMENTS/REFUNDS IN AMOUNTS OTHER THAN THOSE ABOVE MAY BE ALLOWED UNDER PROPER CIRCUMSTANCES IF APPROVED BY THE PRESIDENT, VICE PRESIDENT FOR STUDENT AFFAIRS, OR THE VICE PRESIDENT FOR ACADEMIC AFFAIRS, OR THEIR DESIGNEES."**

Mr. White stated that hopefully by the next meeting the Board can hear that this policy will be recommended for all students.

**Faculty Handbook Revisions:**

1. **Promotion Based on Master of Fine Arts Degree** - The current Faculty Handbook recognizes the Master of Fine Arts degree with a creative thesis in Studio Art and the Master of Fine Arts degree with a creative thesis in Technical Theatre as terminal degrees that qualify the holder for promotion to each academic rank. While the two categories comprehend almost all the MFA's the University of Central Arkansas is likely to employ, most universities also recognize the MFA in creative writing as a degree that entitles its holder to promotion to each academic rank.

The appropriate officials and councils support revision of the Faculty Handbook to treat the Master of Fine Arts in Creative Writing as it does those in Studio Art and Technical Theatre.

The following resolution was adopted upon motion by Mr. White, seconded by Mr. Aydelott, and passed:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY**

**APPROVES AN AMENDMENT TO PAGES 44, 45, AND 50 OF THE FACULTY HANDBOOK SO THAT THE PARAGRAPH AT THE END OF THE PAGE MARKED WITH AN ASTERISK (\*) READS AS FOLLOWS: ONE WHO HOLDS THE 60-HOUR MASTER OF FINE ARTS DEGREE WITH A CREATIVE THESIS IN STUDIO ART OR TECHNICAL THEATRE OR ONE WHO HOLDS THE M.F.A. IN CREATIVE WRITING IN COMBINATION WITH THE MASTER OF ARTS IN ENGLISH IS QUALIFIED TO APPLY FOR PROMOTION TO EACH ACADEMIC RANK."**

**2. Promotion of Instructors** - The current Faculty Handbook provides that a faculty member shall have been an instructor for at least two years in order to be eligible for promotion to assistant professor. The requirement works an undue hardship on a faculty member who earns a terminal degree during the first year at UCA and is not in keeping with the practice of most universities. The appropriate officials and councils support revision of the handbook provision governing the promotion of instructors.

The following resolution was adopted upon motion by Mr. Harding, seconded by Mr. Womack, and passed:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY APPROVES AN AMENDMENT TO PAGE 50 OF THE FACULTY HANDBOOK SO THAT THE FIRST SENTENCE OF THE SECOND PARAGRAPH OF SECTION (D.) READS AS FOLLOWS: TO BE ELIGIBLE FOR PROMOTION TO ASSISTANT PROFESSOR, A FACULTY MEMBER SHALL HAVE BEEN AN INSTRUCTOR FOR AT LEAST ONE YEAR."**

**UCA Board of Trustees Expense Reimbursements for Actual Expenses Incurred for Official Business Unconnected with Official Board Meetings** - Arkansas Statutes Annotated §6-67-102(g)(4) provides that members of the Board of Trustees of the University of Central Arkansas shall be entitled to their actual expenses of attending meetings.

Pursuant to this and similar statutes, the Department of Finance and Administration adopted the following regulation which is published in the State Accounting Procedures Manual dated 7-1-79:

Expense(s)(sic) reimbursable to members of Honorary Boards and Commissions for official board meetings are subjected to statutory authority and the various



laws must be checked to determine reimbursements of claims for Honorary Board and Commission members.

The administrative head of an agency, department or institution may, for the convenience of the board and commission members, pay for their meals and lodging when on official business for the State, and he must claim reimbursement for their expenses on Form TR-1.

When it is required of a board member to perform separate duties in connection with the official business of the agency and these duties are required at times other than official board meetings, then "Actual Expenses" will be allowed if approved by the board. Claims must be on a TR-1, and a certified copy of the Board's approval must accompany the claims. (Emphasis added).

It appears that the Board resolution utilized in the past may no longer be entirely acceptable, and it is recommended that the Board adopt a specific approval procedure for reimbursement of actual expenses incurred in connection with official duties performed at times other than official board meetings.

It is suggested that a policy be adopted by the Board authorizing the President to approve, following receipt of an estimate of the expenses involved, the incurring of expenses in connection with official duties performed by Board members at times other than official board meetings, provided that the actual expenses are to be reported to the Board at its next meeting.

Further, the policy should approve reimbursement for actual expenses incurred in such instances.

Mr. Malone recommended that actual expenses be reported to the Board at its next meeting "or as soon as reasonably practical thereafter."

The following resolutions were adopted with the suggested amendment as Board Policy No. \_\_\_\_\_ upon motion by Mr. Aydelott, seconded by Mr. Harding, and passed:

**"WHEREAS, NO SPECIAL AUTHORIZATION IS REQUIRED FOR THE REIMBURSEMENT OF ACTUAL EXPENSES OF ATTENDING OFFICIAL BOARD MEETINGS INCURRED BY MEMBERS OF THE UCA BOARD OF TRUSTEES; AND**

**WHEREAS, STATE REGULATIONS REQUIRE THAT THE UCA BOARD**

**OF TRUSTEES MUST APPROVE THE REIMBURSEMENT OF ACTUAL EXPENSES INCURRED BY MEMBERS OF THE BOARD OF TRUSTEES IN CONNECTION WITH OFFICIAL DUTIES PERFORMED AT TIMES OTHER THAN OFFICIAL BOARD MEETINGS AND THAT A CERTIFIED COPY OF THE BOARD'S APPROVAL MUST ACCOMPANY THE CLAIMS;**

**THEREFORE, BE IT RESOLVED: THAT THE BOARD HEREBY AUTHORIZES THE PRESIDENT TO APPROVE, FOLLOWING RECEIPT OF AN ESTIMATE OF THE EXPENSES INVOLVED, THE INCURRING OF REIMBURSABLE EXPENSES FOR OFFICIAL BUSINESS OR TRAVEL BY A BOARD MEMBER UNRELATED TO OFFICIAL BOARD MEETINGS PROVIDED THAT THE ACTUAL EXPENSES MUST BE REPORTED TO THE BOARD AT ITS NEXT MEETING OR AS SOON AS REASONABLY PRACTICAL THEREAFTER; AND**

**FURTHER RESOLVED; THAT THE BOARD HEREBY APPROVES THE REIMBURSEMENT OF ACTUAL EXPENSES INCURRED FOR OFFICIAL BUSINESS OR TRAVEL BY A BOARD MEMBER UNRELATED TO OFFICIAL BOARD MEETINGS PURSUANT TO THIS POLICY."**

**Audit Report for Fiscal Year 1991** - In accordance with Act 4 of 1991, the Board of Trustees is required to review audit reports and accompanying comments and recommendations relating to publicly funded institutions. This act requires that the Board take appropriate action relating to each finding and recommendation contained in the audit report.

On September 2, 1992, UCA received the audit report for fiscal year 1991 for the University of Central Arkansas. Following are the findings and recommendations of the Arkansas Division of Legislative Audit concerning that audit and UCA's response to those findings:

**BOOKSTORE PETTY CASH FUND SHORTAGE**

**FINDINGS:** "The Agency notified us, and we verified, that the Bookstore Petty Cash Fund had unaccounted for funds of \$265.00 which were discovered missing on March 3, 1992. An audit of the fund was conducted by the Agency's Internal Auditor. In addition, the Agency's Department of Public Safety conducted an investigation into this matter. Responsibility for the shortage could not be determined by either the Internal Auditor or the Department of Public Safety."



**RECOMMENDATIONS:** "Our findings in this matter are being reported in accordance with Ark. Code Ann. 10-4-111 and 21-2-708."

**UCA RESPONSE:** Several changes have been made to internal control procedures for the Bookstore. Attached is a copy of a memo from Robert E. McCormack to Dr. Thompson dated April 27, 1992, outlining those procedures.

This 1991 audit was filed by the Legislative Joint Audit Committee at its September 11, 1992 meeting.

**MEMORANDUM**

**TO:** Winfred L. Thompson  
President

**FROM:** Robert E. McCormack  
Vice President for Financial Affairs

**SUBJECT:** Bookstore Audit

**DATE:** April 27, 1992

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This is in response to Pam Jolly's audit findings of the Bookstore dated April 20, 1992.

**Background**

1. All personnel have been instructed to immediately report shortages to me and to Pam Jolly.

**Bookstore Petty Cash Fund**

1. The change fund and petty cash fund are being reconciled daily. Copies of the reconciliations are attached to the Daily Sales Report and submitted with the deposit on a daily basis.

2. Petty cash vouchers will be turned in at least once a week for reimbursement along with a copy of the reconciliation.

3. The petty cash fund has been reduced to \$2,000 in order to reduce the amount of cash on hand.

4. Access to the safe will be limited to three full-time employees--Tanya Buchanan, Sharon Bone and Stewart Snider. All transactions from the safe, including authorization and disbursement of petty cash funds, will be made by one of these employees except during the rush of book buying. At that time of the year, two extra help employees are hired with the specific duty of disbursing petty cash for buy-back of books. These employees will initial the petty cash voucher as they complete it.



### **Cashing of Personal Checks**

1. "Checks for Cash" transactions will flow through the cashiering change fund and will be included in the regular daily deposit.
2. Checks written for cash are now stamped "For Deposit Only."
3. Any exchange of money between cashiers and office employees is being reverified.
4. Checks are not being cashed in a separate transaction but are being included in the daily deposit (see #1 above).

### **Bookstore Cashiering Change Fund**

1. Each cashier is now operating out of their own drawer. No one will relieve the cashier and operate out of the same drawer.
2. The Bookstore is now depositing with the Business Office each afternoon.
3. The Bookstore is using the grand total figure as the basic reconciling item in balancing each cashier's daily sales.
4. While checks could be verified on a daily basis at the time the Bookstore deposits with the Business Office, it would be almost impossible for this to occur during registration and the following few weeks due to the large number of checks which the Bookstore would have in its deposit and the shortage of personnel in the Business Office to accommodate additional work during this time. I suggest that the Bookstore continue to run two separate tapes to verify the checks.
5. The daily deposit is now placed in a locked bank bag to be transported to the Business Office by an employee other than the one that prepared the deposit. The courier does not have access to the bag. The Business Office has a key to the bag and unlocks it and verifies the deposit. All receipts, checks, etc., sent back to the Bookstore are locked in the bag for the return trip.

### **Security**

1. Doors to the offices will be closed if the office is not occupied. Signs noting "Authorized Personnel Only" will be placed on all doors leading to stock rooms and designated

offices. A new locking device is being placed on the loading dock door which will be kept locked at all times when not in use. The combination of the safe has been changed and three people have knowledge of the combination. Tanya Buchanan, Sharon Bone and Stewart Snider. Distribution of keys to the Bookstore has been made to three employees: Linda Anderson, Janice Bart and Stewart Snider.

2. The safe will be kept locked when office personnel are not present.
3. The convex mirrors and the non-functioning cameras will be remounted.
4. We will investigate the cost of purchasing a closed circuit TV system.

### **Conclusion**

1. A letter was written to Jim Pledger, Director of Finance and Administration to report this shortage. A copy was sent to Charles Robinson, Legislative Audit Division.



President Thompson stated that the audit was the cleanest he has seen during his years in higher education. He congratulated Mr. Robert McCormack, Vice President for Financial Affairs, his staff, and Ms. Pam Jolly, Internal Auditor, for a fine job.

Mr. Malone commended those responsible for the audit.

The following resolution was adopted upon motion by Mrs. Goode, seconded by Mr. White, and passed:

**"BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES ACCEPTS THE AUDIT REPORT FOR FISCAL YEAR 1991 AS PREPARED BY THE ARKANSAS LEGISLATIVE AUDIT DIVISION AND REVIEWED BY THE LEGISLATIVE JOINT AUDITING COMMITTEE."**

**Modifications to and Installation of Ramps for the Disabled in Parking Lots and Building Entrances** - As a result of certain provisions of the Americans with Disabilities Act, which became effective July 26, 1992, the university recently completed a survey of university facilities. The legislation requires the university to submit a transition plan to the Department of Finance and Administration outlining a timetable for correcting deficiencies. A UCA survey team identified deficiencies in parking lots, accessibility of entrances to buildings, public areas and other structural barriers. The estimated cost to correct all of the above deficiencies is \$550,000. All these projects must be completed by January 25, 1995.

It is requested that modifications to and installation of ramps for the disabled in parking lots and building entrances as described on the attached list be undertaken during this academic year at an estimated cost of \$116,386.

The following resolution was adopted upon motion by Mr. Harding, seconded by Mr. White, and passed:

**"BE IT RESOLVED: THAT THE ADMINISTRATION IS AUTHORIZED TO UNDERTAKE MODIFICATIONS TO AND INSTALLATION OF RAMPS FOR THE DISABLED IN PARKING LOTS AND BUILDING ENTRANCES DESCRIBED ON THE ATTACHED LIST AT AN ESTIMATED COST OF \$116,386."**

RAMPS FOR THE DISABLED IN PARKING LOTS AND BUILDING ENTRANCES

<u>LOCATION</u>	<u>TOTAL COST</u>
BERNARD HALL	\$ 6,270
OLD MAIN	825
STUDENT CENTER	4,483
ADMINISTRATION BUILDING	1,100
CHRISTIAN CAFETERIA	3,465
LIBRARY	1,815
FARRIS CENTER	13,145
COMMONS	1,155
LEWIS SCIENCE CENTER	10,450
MCALISTER	4,015
SNOW FINE ARTS	5,775
ESTES STADIUM	9,460
THD	8,250
HUGHES	4,730
STATE	1,650
PHYSICAL EDUCATION	1,320
ARKANSAS	2,860
CONWAY	4,565
SHORT	3,025
DENNY (INCLUDED WITH SHORT ESTIMATE)	0
BARIDON	1,320
PHYSICAL PLANT	1,100
CARMICHAEL	2,695
HEALTH SCIENCE	2,948
BURDICK	3,080
PVAA	3,465
WINGO	6,215
HARRIN	4,180
MEADORS	3,025
GRAND TOTAL ALL LOCATIONS	<u>\$116,386</u>

NOTE: THERE ARE NO PARKING LOT OR SIDEWALK REPAIRS INCLUDED IN THIS ESTIMATE, OTHER THAN THOSE NECESSARY FOR PARKING OR RAMP ADDITIONS.



**General Authority for University Church of Christ Property Purchase** - The University recently obtained appraisals on property located on the northeast corner of Donaghey and Bruce Street. The property is known as the University Church of Christ. The legal description is as follows: Lots 5, 6, 7, 8, and 9 of Block 62 Boulevard Addition to the City of Conway. According to the Tax Assessor, the 20 foot easement running east and west from Donaghey Avenue to Elizabeth Street originally set aside for an alley has been closed and considered to be a part of this property. The owner of record is the College (University) Church of Christ.

The Conway zoning map indicates the subject property is located in MF3, high density, multi-family district. The site is a 1.070 acre tract including the 20 foot enclosed alley, 46,613 square feet with frontage of 165 feet on Bruce Street and 282.5 feet on Donaghey Avenue.

The subject property contains a brick church in good condition with an age of about 10 years. The church consists of a one story 9,008 square foot, part masonry with brick veneer and part frame construction on a concrete slab. It is divided into 2 offices, 11 classrooms, 3 rest rooms, a fellowship hall with kitchen, and an auditorium. There is parking available with approximately 20,000 square feet of asphalt providing 38 marked parking spaces.

Coats Appraisal Service appraised the property at \$397,000 and Clay and Associates appraised it at \$380,000.

This property will be especially useful to the university because it can provide office and instructional space that can be used as early as Fall 1993.

The conditions to which the Church of Christ officials have agreed are as follows:

1. The total purchase price will be \$380,000.
2. On or about November 1, 1992, the university will place \$370,000 in an interest bearing escrow account and pay \$10,000 in earnest money to the church officials. UCA will receive the interest from the escrow account.
3. The Church of Christ will continue to have use of the property from the November purchase date to the May 31, 1993 closing date. During this time, the Church of Christ officials will be building a new church at another location. The Church of Christ will be required to maintain the property, carry proper insurance and pay all taxes. The church agrees to give UCA officials access to the 11 classrooms beginning March 31, 1993

to begin the renovation of that area.

4. On May 31, 1993, \$370,000 in escrow will be paid to the Church of Christ.

President Thompson explained that the property will provide additional space for the Speech-Language Pathology Department which will help meet the department's accreditation requirements as well as the needs of its program.

The following resolution was adopted upon motion by Mr. Burton, seconded by Mr. Harding, and passed:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE ENTRY INTO A PURCHASE AGREEMENT WITH UNIVERSITY CHURCH OF CHRIST OFFICIALS GIVING THE CHURCH \$10,000 IN EARNEST MONEY AND PLACING \$370,000 IN AN INTEREST BEARING ESCROW ACCOUNT, THE INTEREST PAYABLE TO UCA, FOR THE PURCHASE OF THE UNIVERSITY CHURCH OF CHRIST PROPERTY LOCATED AT THE NORTHEAST CORNER OF DONAGHEY AVENUE AND BRUCE STREET. THE PURCHASE AGREEMENT WILL ALLOW THE CHURCH OF CHRIST OFFICIALS TO CONTINUE USING THE PROPERTY THROUGH MAY 31, 1993. UPON TRANSFER OF POSSESSION THE UNIVERSITY AGREES TO PAY THE CHURCH OF CHRIST THE \$370,000 IN THE ESCROW ACCOUNT."**

**Tennis Courts Construction Authorization** - At the April 2, 1992 UCA Board of Trustees meeting, authority was granted to determine a suitable location for the construction of tennis courts and contract for their construction utilizing appropriate sources of funds as they become available.

Brooks Jackson Architects of Little Rock has been selected to develop plans and specifications for these facilities. Preliminary discussions indicate that we need to construct at least twelve courts, and it appears that they could be located on the east side of Stonedam Creek with the southern portion of the court area near Sesame Street. The estimated cost of these facilities is approximately \$400,000, including court construction, fencing, lights, small storage facility, utilities and minimal spectator seating.

These courts will replace the seven tennis courts between Laney and the old gym which will be removed for the replacement of Laney Hall.



The following resolution was adopted upon motion by Mrs. Goode, seconded by Mr. White, and passed:

**"BE IT RESOLVED: THAT THE ADMINISTRATION IS AUTHORIZED TO CONSTRUCT TWELVE TENNIS COURTS AT AN APPROXIMATE COST OF \$400,000."**

Compensated Absences - Continuing Liability Due to Change in Status - At least twenty-one (21) University employees have changed their status through the years from 12-month to 9-month appointments. (One of these has recently returned to a 12-month position.) Such changes usually occur when employees leave 12-month administrative positions to assume 9-month academic faculty positions.

At the time of such a transition, it has been the practice of the University to record any unused earned annual leave as a liability until the employee retires or terminates. At that time, a lump sum is paid based on the employee's current salary, not salary earned during the time leave was accrued. The liability for this compensation continues to increase year after year based on salary increments.

The following table lists employees we have identified as having earned leave carried over as a result of change in 12-month status:

<u>NAME</u>	<u>VACATION HOURS</u>	<u>AMOUNT TO BE PAID</u>
Anderson, Phillip B.	152.0	\$ 5,211.46
Arn, Joseph	256.0	8,529.92
Bandy, William D	16.0	454.35
Carroll, Conrad	240.0	9,064.62
DeBoer, Marvin	296.0	10,389.60
Erwin, John M.	188.0	5,068.19
Gruen, Clemens	148.0	4,161.76
Hatfield, Nicole	14.0	337.16
Hilliard, Robert D.	120.0	3,214.80
Jameson, William C.	240.0	7,490.62
Johnson, W. Clint	258.0	9,902.04
Jordan, Kenneth F.	240.0	7,280.62
Lamberson, Morris	240.0	9,070.00
Lisenby, Foy	234.0	8,010.30

Mainord, James C.	80.0	2,969.95
Manion, Jerald	179.0	6,486.96
McNiece, Elaine	262.0	8,549.00
Poole, Jerry D.	60.0	1,356.04
Smith, Glenn D.	240.0	7,776.15
Thurman, James E.	125.0	3,731.89
Whitehead, Roy Jr.	102.0	<u>2,414.00</u>

\$121,469.43

The University has a method of paying those employees listed above during the current fiscal year (1992-93) approved by the office of Personnel Management, Department of Finance & Administration. This would eliminate the on-going liability for accrued leave for these employees.

At the present time the University has some employees in 12-month assignments who are anticipating a change to 9-month assignments effective June 30, 1993. These employees will be given a period not to exceed 12 months from the date of their change in contract to receive payment for accrued annual leave when they are not in pay status.

In order to alleviate accrued leave problems in the future, the President recommends that, after July 1, 1993, any University employee who changes status from a 12-month appointment to an assignment of less than 12-months in a position where the employee no longer earns annual leave (which typically, is a 9-month academic faculty position) be required to use all accrued annual leave before accepting the new assignment. Any unused leave will not be carried forward.

The following resolutions were adopted as Board Policy No. \_\_, to be added to the leave policies included in the Faculty and Staff Handbooks upon motion by Mr. Womack, seconded by Mr. Aydelott, and passed:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY AUTHORIZES UCA, SUBJECT TO APPLICABLE LAW, TO PAY DURING THE CURRENT FISCAL YEAR THOSE EMPLOYEES LISTED ABOVE (AND OTHERS SIMILARLY SITUATED WHO MAY BE IDENTIFIED) WITH CURRENT OUTSTANDING LIABILITIES INCURRED AS COMPENSATED ABSENCES BY EMPLOYEES CHANGING STATUS FROM 12-MONTH TO 9-MONTH APPOINTMENTS; AND**



**BE IT FURTHER RESOLVED, THAT, ANY UNIVERSITY EMPLOYEE WHO CHANGES EMPLOYMENT STATUS AT ANY TIME BETWEEN OCTOBER 30, 1992 AND JULY 1, 1993 FROM 12-MONTH TO 9-MONTH APPOINTMENTS WILL BE REQUIRED TO RECEIVE PAYMENT FOR ACCRUED LEAVE PRIOR TO JUNE 30, 1994; AND**

**BE IT FURTHER RESOLVED, THAT, ANY UNIVERSITY EMPLOYEE WHO ON OR AFTER JULY 1, 1993 CHANGES EMPLOYMENT STATUS FROM A 12-MONTH POSITION TO A POSITION OF LESS THAN 12-MONTHS WHICH DOES NOT ACCRUE ANNUAL LEAVE IS REQUIRED TO USE ALL ANNUAL LEAVE ACCRUED BEFORE ENTERING INTO THE NEW EMPLOYMENT STATUS."**

**Authorization to Enter into an Agreement to Purchase Warbritton Property** - In recent weeks, the University has discussed the purchase of property from Jamie Warbritton located at 330 Augusta Street and just north of and next door to the property recently purchased from Bill Larsen.

Two appraisals were requested from Clay & Associates and Coats Appraisal Service. The property was appraised at \$48,500 by Coats Appraisal Service and \$50,000 by Clay & Associates. The property contains 1,330 square feet plus 82 square feet of storage area. The property is well kept and very clean. It is located on the west side of the gravel parking lot north of the Administration Building overflow lot.

By obtaining this property the University will be able to expand the Donaghey Street parking lot to Augusta Street.

The following resolution was adopted upon motion by Mr. Burton, seconded by Mr. Harding, and passed:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES THE PURCHASE OF PROPERTY FROM MRS. JAMIE WARBRITTON LOCATED AT 330 AUGUSTA STREET IN THE AMOUNT OF \$48,500."**

**Expansion/Renovation of Christian Cafeteria** - Christian Cafeteria was built in 1968 and contains 21,684 square feet, with seating for approximately 500. During the summer of 1989, new furniture was purchased and the serving and tray return areas of the cafeteria were renovated, but no additional seating was provided. With construction of the new residence hall,



UCA now provides on-campus accommodations for almost 2,200 students. At the beginning of the Fall 1992 semester, there were approximately 2,100 students on the board plan. Since seating in Christian Cafeteria is not adequate to meet the existing demand, an expansion of the cafeteria is desperately needed.

The administration is exploring various options for the expansion/renovation of Christian Cafeteria. These plans will include adding space for approximately 400 additional seats, limited redesign of the existing serving area and tray return area, additional office and storage space, and improvements to the loading dock area at the back of the cafeteria. Such an expansion/renovation is estimated to cost in the range of \$500,000 to \$600,000. In 1989, the food service contract was bid and the cost of the renovation of the cafeteria was assumed by the successful bidder. This option is being considered for the renovation/expansion.

The following resolution was adopted upon motion by Mr. Aydelott, seconded by Mr. White, and passed:

**"BE IT RESOLVED: THE BOARD OF TRUSTEES AUTHORIZES THE PRESIDENT TO PROCEED WITH THE DEVELOPMENT OF PLANS FOR THE EXPANSION/RENOVATION OF CHRISTIAN CAFETERIA IN AN AMOUNT NOT TO EXCEED \$600,000 WITH FINAL PLANS FOR THIS EXPANSION/RENOVATION TO BE PRESENTED TO THE BOARD OF TRUSTEES AT A LATER DATE."**

**Architect for Student Center and Farris Center Additions** - When the Student Center was constructed in 1957, it contained 30,000 square feet and UCA's enrollment was approximately 1,300 students. A 14,000 square feet addition in 1963 brought the Student Center to its present 44,000 square feet. With the university's enrollment now approaching 10,000 students, the Student Center does not meet the needs of our student body.

A task force composed of faculty, staff, and students was appointed last year to study the need for expansion or renovation of the Student Center. This task force recommended that an architect be hired to develop schematic drawings for an expansion of the Student Center. Last year's president of the student body as well as this year's president were members of the Student Center Task Force.

The Farris Center was constructed in 1972 and contains approximately 108,000 square feet. This facility is experiencing the same high demand for space usage as is the Student Center and does not adequately meet the needs of today's students. An addition to the Farris Center is needed.



It seems unlikely that state funds will be available for additions to these facilities. Therefore, the most likely source of funds would be a special student fee. Before such a fee is proposed, students need more specific information about the facilities which would be constructed with the proceeds.

The following resolution was adopted upon motion by Mr. Aydelott, seconded by Mr. White, and passed:

**"BE IT RESOLVED: THE BOARD OF TRUSTEES AUTHORIZES THE PRESIDENT TO EMPLOY AN ARCHITECT TO ANALYZE NEEDS AND TO DEVELOP RECOMMENDATIONS FOR ADDITIONS TO THE STUDENT CENTER AND FARRIS CENTER."**

Executive session for the purpose of considering personnel was declared upon motion by Mr. Harding, seconded by Mr. Aydelott, and passed.

#### EXECUTIVE SESSION

The following personnel adjustments, appointments, resignations, and retirements as recommended by President Thompson were approved upon motion by Mr. Harding, seconded by Mr. White, and passed:

#### Adjustments:

1. Lois Love Moody, Assistant Director Corporate Relations, Continuing Education/Corporate Relations, non-faculty appointment, change from effective July 1, 1992 to July 1, 1993, @ a gross salary of \$24,358.00 to effective July 1, 1992 through December 31, 1992, @ a gross salary of \$8,119.30.
2. Bryan Williams, Health Education, effective August 15, 1992 through May 15, 1993, change from Instructor @ a gross salary of \$29,000.00 to Assistant Professor @ a gross salary of \$30,000.00.
3. Patricia Bueter, Instructor, part-time, Home Economics, term, non-tenure track, effective August 15, 1992 through December 15, 1992, change gross salary from \$2,800.00 to \$5,500.00.

4. Paul Tenzing Savarese, Mathematics/Computer Science, effective August 15, 1992 through May 15, 1993, change from Instructor @ a gross salary of \$36,000.00 to Assistant Professor @ a gross salary of \$37,000.00.
5. Richard Hobson, Prep School Instructor, part-time, Music, effective July 1, 1992 to June 30, 1993, change from estimated gross salary of \$2,000.00 to estimated gross salary of \$3,500.00.
6. Christina Powell Hockaday, Prep School Instructor, part-time, Music, effective July 1, 1992 to June 30, 1993, change from estimated gross salary of \$2,000.00 to estimated gross salary of \$3,000.00.
7. Sharon Thompson, Prep School Instructor, Music, effective July 1, 1992 to June 30, 1993, change from estimated gross salary of \$4,000.00 to estimated gross salary of \$5,000.00.
8. John Foley, Physical Therapy, tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$42,000.00, change from Assistant Professor to Assistant Professor with two years toward promotion.

**Appointments:**

1. Nina Goza, Instructor, Accounting, term, non-tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$28,500.00.
2. Marc Hirrel, Instructor, Biology, term, non-tenure track, effective August 15, 1992 through December 31, 1992, @ a gross salary of \$10,000.00.
3. Saranga Kidambi, Instructor, Biology, term, non-tenure track, effective August 15, 1992 through December 31, 1992, @ a gross salary of \$12,500.00.
4. Emily Appukuttan, Instructor, Child Study Center/Childhood Education, term, non-tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$19,500.00.
5. C. Denise Johnson, Instructor, English, term, non-tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$24,500.00.
6. Veda McClain, Instructor, English, term, non-tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$24,500.00.



7. Barbara Ann Rogers, Instructor, English, term, non-tenure track, effective August 15, 1992 through December 31, 1992, @ a gross salary of \$10,000.00.
8. Valerie Nicholson, Project Coordinator/Grant Accountant, Financial Affairs, non-faculty appointment, effective September 1, 1992 to July 1, 1993, @ a gross salary of \$20,000.00 (based on a gross annual salary of \$24,000.00).
9. Judy Boswell, Grants Evaluation Coordinator, Health Education, effective August 15, 1992 through December 31, 1992, @ a gross salary of \$9,700.00.
10. Carole Carter, Instructor, History, term, non-tenure track, effective August 15, 1992 through December 31, 1992, @ a gross salary of \$10,000.00.
11. Mary Landreth, Instructor, History, term, non-tenure track, effective August 15, 1992 through December 31, 1992, @ a gross salary of \$10,000.00.
12. William Richardson, Instructor, History, term, non-tenure track, effective August 15, 1992 through December 31, 1992, @ a gross salary of \$10,000.00.
13. Renee Ryburn, Instructor, Home Economics, term, non-tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$27,500.00.
14. Neil Jones, Instructor, Music, term, non-tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$25,000.00.
15. Bonnie Decker, Instructor, Occupational Therapy, tenure track (this initial appointment constitutes one full year toward tenure/promotion), effective January 7, 1993 through May 15, 1993, @ a gross salary of \$20,000.00 (based on a gross nine-month salary of \$40,000.00).
16. John Foley, Assistant Professor, Physical Therapy, tenure track, effective August 1, 1992 through August 14, 1992, @ a gross salary of \$2,334.00.
17. John Foley, Assistant Professor, Physical Therapy, tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$42,000.00.
18. Elisa Zuber, Instructor, Physical Therapy, tenure track (1992-93 will not count toward tenure and/or promotion), effective November 1, 1992 through May 15, 1993, @ a gross salary of \$25,278.00 (based on a gross nine-month salary of \$35,000.00).

19. Mary Stallcup, Director of Governmental Relations/General Counsel, President's Office, non-faculty appointment, effective August 17, 1992 to July 1, 1993, @ a gross salary of \$52,180.51 (based on a gross annual salary of \$59,500.00).
20. Karen Dobbs, Instructor, Psychology and Counseling, term, non-tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$23,000.00.
21. Linda Graham, Project Coordinator/Instructor, Speech-Language Pathology, term, non-tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$23,389.00.
22. Sharon Ross, Project Coordinator/Instructor, Speech-Language Pathology, term, non-tenure track, effective September 1, 1992 through May 31, 1993, @ a gross salary of \$23,388.00.
23. Ernest Dumas, Instructor and Journalist-in-Residence, Speech/Theatre/Journalism, term, non-tenure track, effective August 15, 1992 through December 31, 1992, @ a gross salary of \$20,000.00.
24. Logan Hampton, Associate Dean of Students/Director of Minority Affairs, Student Affairs, non-faculty appointment, effective January 4, 1993 to July 1, 1993, @ a gross salary of \$19,408.50 (based on a gross annual salary of \$39,128.00).

**Appointments, part-time:**

1. Alfred O'Neal King, Instructor, part-time, Accounting, term, non-tenure track, effective August 15, 1992 to December 18, 1992, @ a gross salary of \$1,400.00.
2. Frank Shaw, Instructor, part-time, Accounting, term, non-tenure track, effective August 27, 1992 to December 18, 1992, @ a gross salary of \$1,500.00.
3. Jesse Thompson, Instructor, part-time, Accounting, term, non-tenure track, effective August 27, 1992 to December 18, 1992, @ a gross salary of \$1,500.00.
4. Jeff Holland, Adjunct Faculty, part-time, Administration/Secondary Education, term, non-tenure track, effective August 24, 1992 through December 18, 1992, @ a gross salary of \$3,000.00.



5. Carolyn Kelley, Instructor, part-time, Supervisor of Student Teachers, Administration/Secondary Education/Professional Field Service, term, non-tenure track, effective August 24, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
6. Carla Barber, Instructor, part-time, Administrative Services, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
7. Kathleen Green, Instructor, part-time, Administrative Services, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
8. George Thompson, Instructor, part-time, Applied Academic Technologies, term, non-tenure track, effective October 5, 1992 through December 11, 1992, @ a gross salary of \$1,400.00.
9. Gertrude Casciano, Instructor, part-time, Art, term, non-tenure track, effective August 27, 1992 to December 18, 1992, @ a gross salary of \$3,000.00.
10. Susan Chambers, Instructor, part-time, Art, term, non-tenure track, effective August 27, 1992 to December 18, 1992, @ a gross salary of \$3,000.00.
11. Nancy Dunaway Fowlkes, Instructor, part-time, Art, term, non-tenure track, effective August 27, 1992 to December 18, 1992, @ a gross salary of \$3,000.00.
12. Mari Lee, Instructor, part-time, Art, term, non-tenure track, effective August 27, 1992 to December 18, 1992, @ a gross salary of \$3,000.00.
13. Leslie Mangiamele, Instructor, part-time, Art, term, non-tenure track, effective August 27, 1992 to December 18, 1992, @ a gross salary of \$2,800.00.
14. Mildred Snipes, Instructor, part-time, Art, term, non-tenure track, effective August 27, 1992 to December 18, 1992, @ a gross salary of \$2,800.00.
15. Joanne Ballarino Dussourd, Instructor, part-time, Biology, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$1,000.00.
16. David Jamieson, Instructor, part-time, Biology, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.

17. F. Dunn Jones, Instructor, part-time, Biology, term, non-tenure track, effective August 24, 1992 through December 18, 1992, @ a gross annual salary of \$1,500.00.
18. Barbara Bolls, Instructor, part-time, Childhood Education, term, non-tenure track, effective August 24, 1992 through December 15, 1992, @ a gross salary of \$4,200.00.
19. Theola Walden Baker, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
20. Marck L. Beggs, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$3,000.00.
21. Mary Ellen Blount, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
22. Susan Burks, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
23. Linden Cross, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
24. Margot Lambert, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
25. Hsiao-Hung Lee, Instructor, part-time, English, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$1,500.00.
26. Teri McMoran, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
27. Dee Anna Mills, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
28. Arthur Clyde Olds, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
29. William Schlientz, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.



30. Aubrey James Shepherd, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
31. Henry Smiley, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
32. Don Spitler, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
33. Norma Tio, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
34. Jan Wells, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
35. Wes Zeigler, Instructor, part-time, English, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,500.00.
36. Joseph LaFace, Associate Professor, part-time, Economics and Finance, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$1,500.00.
37. Emma Carrington, Instructor, part-time, Foreign Languages, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
38. Janet Gingerich, Instructor, part-time, Foreign Languages, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
39. Edward Settgest, Instructor, part-time, Foreign Languages, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$3,000.00.
40. Galina Ustinova, Instructor, part-time, Foreign Languages, term, non-tenure track, effective August 15, 1992 through December 20, 1992, @ a gross salary of \$7,043.00.
41. George Balogh, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
42. James Allen Brent, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.

43. Denise Siemens Brewer, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
44. William Maxwell, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
45. Barbara Pulliam, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
46. Ronny Skidgel, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
47. Susan Standridge, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
48. Dan Such, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
49. John Sweeney, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
50. Cathy Urwin, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$3,000.00.
51. Boyd Ward, Instructor, part-time, History, term, non-tenure track, effective August 26, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
52. Mitzi Pyland, Instructor, part-time, Home Economics, term, non-tenure track, effective August 27, 1992 through December 15, 1992, @ a gross salary of \$1,400.00.
53. Jennifer Damgaard, Instructor, part-time, International Programs, term, non-tenure track, effective September 21, 1992 to December 18, 1992, @ a gross salary of \$2,680.00.
54. Ginger Griffith, Instructor, part-time, International Programs, term, non-tenure track, effective July 20, 1992 through October 1, 1992, @ a gross salary of \$1,260.00.
55. Shawn Akins, Instructor, part-time, Kinesiology and Physical Education, term, non-tenure track, effective August 15, 1992 through December 15, 1992, @ a gross salary of \$935.34.



56. Rockie Pederson, Instructor, part-time, Kinesiology and Physical Education, term, non-tenure track, effective August 15, 1992 through May 15, 1993, @ a gross salary of \$9,200.00.
57. Steven Vander Geeten, Instructor, part-time, Marketing and Management, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
58. Lauren Maxwell, Instructor, part-time, Marketing and Management, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
59. Pam Milburn, Instructor, part-time, Marketing and Management, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
60. Sherry James Smith, Instructor, part-time, Marketing and Management, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
61. Douglas Adams, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 through December 31, 1992, @ a gross salary of \$1,400.00.
62. Meyer Belovicz, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 through December 31, 1992, @ a gross salary of \$3,000.00.
63. James Fielder, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$1,400.00.
64. Kathy Gates, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$2,800.00.
65. Bill Hunt, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$2,800.00.
66. Doyle Jackson, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$1,400.00.

67. Leon Nicholson, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$2,800.00.
68. Ralph Olsen II, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$2,800.00.
69. Belinda Marie Robertson, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$1,400.00.
70. David Schonert, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$2,800.00.
71. Sha Wang, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$2,800.00.
72. Charles Watson, Instructor, part-time, Mathematics/Computer Science, term, non-tenure track, effective August 24, 1992 to December 31, 1992, @ a gross salary of \$1,500.00.
73. Ed Alexander, Instructor, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$2,800.00.
74. Martha Antolik, Visiting Instructor of Voice, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$9,000.00.
75. Connie Bellinghausen, Visiting Instructor of Dance, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$1,000.00.
76. Brian Conatser, Staff Accompanist/Instructor of Class Piano, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$5,250.00.
77. Sue Evans, Visiting Instructor, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$1,400.00.
78. Felice Farrell, Instructor of Cello, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$2,800.00.



79. Gerry Gibson, Instructor of Oboe and Music Appreciation, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$2,150.00.
80. Meg Gray, Instructor of Class Piano, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$2,250.00.
81. Troy Helm, Instructor, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$1,400.00.
82. Frances Monday, Visiting Instructor, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$3,550.00.
83. Gay Pappin, Instructor of Organ, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$2,813.00.
84. Lee Phillips, Staff Accompanist/Instructor of Piano, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$6,500.00.
85. Charlotte Pitcairn, Instructor of Piano, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$2,250.00.
86. William Randall, Visiting Instructor, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$5,700.00.
87. Jessica Shaver, Visiting Instructor of Horn, part-time, Music, term, non-tenure track, effective August 15, 1992 to December 15, 1992, @ a gross salary of \$1,875.00.
88. Carl Anthony, Professor, part-time, Prep School, Music, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$3,500.00.
89. Sarah Ashcraft, Instructor, part-time, Prep School, Music, term, non-tenure track, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$650.00.
90. Gilbert Baker, Assistant Professor, part-time, Prep School, Music, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$3,500.00.

91. Tony Baker, Instructor, part-time, Prep School, Music, term, non-tenure track, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$750.00.
92. Kristina Belisle, Instructor, part-time, Prep School, Music, term, non-tenure track, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$3,500.00.
93. Carolyn Brown, Instructor, part-time, Prep School, Music, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$2,000.00.
94. Jann Bryant, Director/Instructor, part-time, Prep School, Music, term, non-tenure track, effective August 3, 1992 to December 15, 1992, @ a gross salary of \$2,750.00.
95. Sam Driggers, Dept. Chair, Instructor, part-time, Prep School, Music, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$3,500.00.
96. John Erwin, Associate Professor, part-time, Prep School, Music, effective August 31, 1992 through December 18, 1992, @ an estimated gross salary of \$750.00.
97. Patrick Hasty, Associate Professor, part-time, Prep School, Music, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$2,000.00.
98. Kay Kraeft, Professor, part-time, Prep School, Music, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$3,500.00.
99. Rafael Leon, Instructor, part-time, Prep School, Music, term, non-tenure track, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$3,500.00.
100. Kevork Mardirossian, Assistant Professor, part-time, Prep School, Music, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$6,000.00.
101. Elise Nelson, Instructor, part-time, Prep School, Music, term, non-tenure track, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$5,000.00.
102. Lee Phillips, Instructor, part-time, Prep School, Music, term, non-tenure track, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$4,000.00.
103. Denis Winter, Associate Professor, part-time, Prep School, Music, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$3,500.00.



104. Lei Zhang, Instructor, part-time, Prep School, Music, term, non-tenure track, effective August 31, 1992 through June 30, 1993, @ an estimated gross salary of \$5,000.00.
105. Gwendolyn Galloway, Instructor, part-time, Nursing, term, non-tenure track, effective August 24, 1992 through December 18, 1992, @ a gross salary of \$3,720.00.
106. Julie Kordsmeir, Instructor, part-time, Nursing, term, non-tenure track, effective August 24, 1992 through December 18, 1992, @ a gross salary of \$3,286.00.
107. Nelda New, Instructor, part-time, Nursing, term, non-tenure track, effective August 24, 1992 through December 18, 1992, @ a gross salary of \$3,286.00.
108. Ruth Rawlins, Instructor, part-time, Nursing, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$5,600.00.
109. Judy Tevebaugh, Instructor, part-time, Nursing, term, non-tenure track, effective August 24, 1992 through December 18, 1992, @ a gross salary of \$3,286.00.
110. A. Michele Warren, Instructor, part-time, Nursing, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$7,000.00.
111. Jan Watson, Instructor, part-time, Nursing, term, non-tenure track, effective September 8, 1992 through December 18, 1992, @ a gross salary of \$3,348.00.
112. Rita Woodward, Instructor, part-time, Nursing, term, non-tenure track, effective August 24, 1992 through December 18, 1992, @ a gross salary of \$3,286.00.
113. Nancy Sharp Barlow, Instructor, part-time, Physical Therapy, term, non-tenure track, effective September 10, 1992 through December 31, 1992, @ a gross salary of \$2,573.00.
114. Barbara Cannedy, Instructor, part-time, Physical Therapy, term, non-tenure track, effective September 10 through September 30, 1992, @ a gross salary of \$300.00.
115. Stephen Hearn, Instructor, part-time, Physical Therapy, term, non-tenure track, effective September 14, 1992 through December 31, 1992, @ a gross salary of \$6,500.00.
116. Patrick Skinner, Instructor, part-time, Physical Therapy, term, non-tenure track, effective September 14, 1992 through December 31, 1992, @ a gross salary of \$1,800.00.

117. Ralva Bass, Instructor, part-time, Physics, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
118. Sherry Laymon, Instructor, part-time, Political Science, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
119. Michael L. Murphy, Instructor, part-time, Political Science, term, non-tenure track, effective August 27, 1992 through December 18, 1992, @ a gross salary of \$1,500.00.
120. William Crow, Student Teacher Supervisor/Instructor, part-time, Professional Field Services, term, non-tenure track, effective September 1, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
121. Dena Hilliard, Student Teacher Supervisor, part-time, Professional Field Services, term, non-tenure track, effective September 1, 1992 through December 18, 1992, @ a gross salary of \$2,100.00.
122. Dorothy Mattison, Student Teacher Supervisor/Instructor, part-time, Professional Field Services, term, non-tenure track, effective August 26, 1992 to December 18, 1992, @ a gross salary of \$1,400.00.
123. Hazel Seay, Student Teacher Supervisor/Instructor, part-time, Professional Field Services/Childhood Education, term, non-tenure track, effective August 26, 1992 to December 18, 1992, @ a gross salary of \$2,800.00.
124. Norma Tio, Student Teacher Supervisor/Instructor, part-time, Professional Field Services, term, non-tenure track, effective September 1, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
125. Steve Griffith, Instructor, part-time, Psychology and Counseling, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
126. Don Epperson, Instructor, part-time, QMIS, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
127. Don Bradley III, Professor/National Center Director, Small Business Advancement National Center, effective May 1, 1992 to April 30, 1993, @ a gross salary of \$13,200.00.



128. Perry Brown, Instructor, part-time, Sociology, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$3,000.00.
129. Lisa Ray Lewis, Instructor, part-time, Sociology, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
130. Deborah Reese Barnes, Instructor, part-time, Special Education/Administration & Secondary Education, term, non-tenure track, effective August 24, 1992 through December 18, 1992, @ a gross salary of \$3,267.00.
131. Rose Hamilton, Instructor, part-time, Speech/Theatre/Journalism, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
132. Mike McCullars, Instructor, part-time, Speech/Theatre/Journalism, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.00.
133. Charles Sandage, Instructor, part-time, Speech/Theatre/Journalism, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,500.00.
134. Jimmie Lee Williams, Instructor, part-time, Speech/Theatre/Journalism, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$2,800.00.
135. Sandra Williams, Instructor, part-time, Speech/Theatre/Journalism, term, non-tenure track, effective August 15, 1992 through December 18, 1992, @ a gross salary of \$1,400.

**Resignations:**

1. Brenda Yelvington, Accounting, effective July 23, 1992.
2. Barbara Knoles, History, effective August 14, 1992.

**Retirements:**

1. Arvil Burks, Health Education, effective June 30, 1993.

2. Joseph Koonce, Marketing and Management, effective May 15, 1993.

Open session was declared upon motion by Mr. White, seconded by Mr. Harding, and passed.

### **OPEN SESSION**

The preceding personnel adjustments, appointments, resignations, and retirements as recommended by President Thompson, were approved upon motion by Mr. Harding, seconded by Mr. White, and passed.

There being no further business to come before the Board, motion to adjourn was made by Mr. Aydelott, seconded by Mrs. Goode, and passed.

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Jerry Malone, Chairman

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Joe White, Secretary