The University of Central Arkansas Board of Trustees convened in a regularly scheduled meeting at 10:00 a.m., February 21, 2014, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present:

Chair:	Ms. Kay Hinkle
Vice Chair:	Mr. Brad Lacy
Secretary:	Ms. Shelia Vaught
	Mr. Bunny Adcock
	Ms. Elizabeth Farris
	Mr. Victor Green
	Mr. Bobby Reynolds

MINUTES

Minutes of the December 13, 2013 Board meeting and the December 20, 2013 teleconference meeting, were unanimously approved as submitted upon a motion by Shelia Vaught and second by Brad Lacy.

INTRODUCTIONS

President Courtway introduced Steve Campbell, head football coach.

REPORTS

Audit Committee meeting – Bunny Adcock, chair of the Audit Committee, reported on the completed audits discussed in the February 20, 2014 meeting – (i) Athletic ticket office post-termination review; (ii)Bear Card access security review; and (iii) Student accounts vault and safe security review.

Financial Update – Diane Newton, vice president of finance and administration, updated the Board on the financial status of the University. Charts and other information are attached to the original minutes.

ACTION AGENDA

Resolution of Appreciation

The following resolution was unanimously adopted upon motion by Bobby Reynolds and second by Bunny Adcock.

RESOLUTION OF APPRECIATION

WHEREAS, Victor Green of Conway, Arkansas, was appointed to the Board of Trustees of the University of Central Arkansas by the Governor of the State of Arkansas, Mike Beebe, in January 2010 for a term of seven years; and

WHEREAS, Mr. Green attended the University of Central Arkansas, was active in the Student Government Association, received a Bachelor of Business Administration degree in 1994, and after his graduation from UCA began a successful career in insurance; and

WHEREAS, Mr. Green served as chair of the Board of Trustees during calendar year 2013; and

WHEREAS, during his time on the Board of Trustees, Mr. Green also served on the Audit Committee and attended many university events and functions in his capacity as chair of the Board of Trustees; and

WHEREAS, during his term as chair of the Board, the University made significant progress by (a) having an increase in enrollment; (b) beginning the construction of an expansion and renovation of the Health, Physical Education, and Recreation Center on campus; (c) providing for a cost-of-living adjustment for faculty and staff; (d) continuing to see an improvement in the University's finances and fund balances; (e) beginning the first phase of a Greek Village, and (f) planning for expansion and renovation of Lewis Science Center and the long-term development for the Donaghey Avenue corridor; and

WHEREAS, Mr. Green served with honor and distinction and because of his leadership the University had a very successful year in 2013;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the University of Central Arkansas does hereby extend its sincere appreciation and gratitude to Victor Green for his service as chair of the Board of Trustees during 2013; and

BE IT FURTHER RESOLVED, that this resolution be made a part of the minutes of the University of Central Arkansas Board of Trustees meeting.

Adopted this 21st day of February 2014, in Conway, Arkansas

_____

Kay Hinkle
Chair of the Board

_____

Shelia Vaught
Secretary of the Board

Resolution of Appreciation - Higher Learning Commission - Focused Visit Team

The following resolution was unanimously adopted upon motion by Elizabeth Farris and second by Shelia Vaught.

RESOLUTION OF APPRECIATION

WHEREAS, in May 2010, the Higher Learning Commission ("HLC") issued a report to re-accredit the University of Central Arkansas for a period of seven years and also placed the University on Monitoring Status; and

WHEREAS, as part of the Monitoring Status the HLC directed the University to file a monitoring report by May 1, 2012, describing plans and processes to address all matters noted by the HLC visiting team during its comprehensive evaluation of all programs, departments, and operations of the University; and

WHEREAS, a team of UCA administrators, faculty, staff and students were brought together to prepare a Focused Visit Report: Establishing the UCA Strategic Plan, and after the report was filed the HLC directed that an HLC Focused Visit Team visit the University in November 2013 to review the progress made by the University in implementing its strategic plan as outlined in the Monitoring Report; and

WHEREAS, the UCA Focused Visit Team performed extraordinary and valuable service for the University before and during the Focused Visit to ensure a successful outcome for the University, and as a result no deficiencies were noted in the HLC Focused Visit Team Report, and the HLC Focused Visit Team has recommended that the next comprehensive HLC visit be in 2019-2020;

NOW THEREFORE BE IT RESOLVED, that because of the outstanding work and dedication of many persons, the Board of Trustees wishes to extend its sincere thanks and appreciation to the co-chairs of the UCA Focused Visit Team, Dr. Neil Hattlestad and Dr. Maurice Lee, and to the coordinator and principal writer of the Focused Visit Report, Dr. Jonathan Glenn, and to the Provost and Vice President of Academic Affairs, Dr. Steven Runge, and to the other UCA Focused Visit Team members, Dr. Kevin Browne, Dr. Joanna Castner, Dr. Wendy Lucas, Ms.Stephanie McBrayer, Ms. Diane Newton, Ms. Lindsey Osborne, Mr. Adam Price, Dr. Nancy Reese, Dr. Conrad Shumaker, Dr. Brad Teague, Dr. Charles Watson and Mr. Ronnie Williams.

BE IT FURTHER RESOLVED, that this resolution be made a part of the minutes of the University of Central Arkansas Board of Trustees meeting.

Adopted this 21st day of February 2014, in Conway, Arkansas

_____
Kay Hinkle
Chair of the Board

_____
Ms. Shelia Vaught
Secretary of the Board

Organization and Duties of the Board – Board Policy No. 200

Board Policy No. 200, Organization and Duties of the Board, has proposed language revisions, deletions and additions to amend the order of Board meetings and procedures.

The following resolution was unanimously adopted upon motion by Victor Green and second by Bunny Adcock:

"BE IT RESOLVED: That the Board of Trustees approves the following revisions to Board Policy No. 200, Organization and Duties of the Board, as attached to this resolution."

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 200

Subject: Organization and Duties of the Board of Trustees

Date Adopted: 06/69 Revised: 09/76, 11/93, 08/11, 12/11, 02/14

Organization and Scope

The University of Central Arkansas forms a single-administrative unit and, pursuant to Arkansas law, is a body politic and corporate.

The Board of Trustees has seven members. Each member is appointed by the Governor, by and with the advice and consent of the Senate. Each member of the Board serves for seven years

beginning on January 15 and ending January 14 of the final year. Within 10 days following an appointment, the Secretary of State must furnish a certificate to the Board member, who then has 30 days to notify the Governor and Secretary of State in writing of acceptance of the appointment. One member's term expires each year. The Board elects its chair, vice-chair, and secretary.

There is no geographical limitation within Arkansas on the selection of Board members since the University was created to serve the entire state. A Board member must be an Arkansas resident.

Organizational Meeting

The Board of Trustees at its last regular meeting during a calendar year shall organize by the election of a chair, vice-chair, and secretary from among its members, each of whom shall serve for a term of one year, or until a successor is elected. The term of office for each officer shall begin on the first day of the subsequent calendar year.

It shall be necessary to have a quorum of the Board present at any meeting for the election of officers, or for any other action by the Board, unless otherwise specified by law or in these policies.

Duties of Board Officers

1. The chair shall preside at all meetings, shall decide questions of order in accordance with Robert's Rules of Order Revised, and shall appoint all committees unless otherwise directed by the Board. The chair shall have the right, as other members of the Board, to discuss and to vote on all questions.

2. The chair shall call a special meeting of the Board whenever required conditions have been met.

3. In the absence or incapacity of the chair, the vice-chair shall perform the duties and have the obligations of the chair.

4. The secretary of the Board shall keep a record of the proceedings (this may be done by an assistant to the president of the University).

5. The secretary of the Board, or assistant to the president, shall furnish each trustee and the president of the University a copy of the minutes of each regular or special meeting prior to the next meeting of the Board.

6. No member of the Board of Trustees, by virtue of said office, may exercise administrative responsibility with respect to the University.

Powers and Duties of the Board of Trustees

The Board of Trustees is charged with the management and control of the University of Central Arkansas. The Board shall provide a university program and establish general policies in keeping with the best interests of the University and the requirements of the state law. Members of the Board shall have authority only when acting as a Board legally in session. The Board shall not be bound in any way by any statement or action on the part of any individual Board member except when such statement or action is in pursuance of specific instructions of the Board.

The responsibilities of the Board of Trustees shall be:

1. To select the president of the University and support the president in the discharge of his/her duties;

2. To elect members of the faculty and staff and ~~fix~~ set their salaries upon nomination and recommendation of the president;

3. To prescribe the course of study for the University;

4. To grant diplomas and degrees;

5. To consider and act on policies for the University program. Such policies may be initiated by the president, or that person or persons charged by the president with this responsibility. Any policy must be submitted for the president's consideration and recommendation;

6. To evaluate the reports of the president concerning the progress of the University program and finances;

7. To adopt or revise an annual university operating ~~university~~ budget as recommended by the president;

8. To contract and be contracted with; to own, purchase, sell, and convey all types of property; to accept gifts;

9. To make lawful bylaws, rules and orders as they deem necessary for themselves, all officers and employees of the University, and all persons in the University, and regarding limitations as to the number of pupils to be admitted;

10. ~~To make binding any business transacted by conference telephone calls when a majority of the Board is thereby contacted. Such business to be brought before the Board at its next meeting and said action confirmed by motion duly made and seconded.~~

10. To determine the conditions under which students shall be admitted to the University, subject to statutory limitations;

11. To ~~fix~~ regulate matriculation and set tuition and other fees. ~~the rate of tuition, and to fix and regulate matriculation, library, laboratory, and other incidental fees.~~

12. To exercise the power of eminent domain, subject to statutory limitations;

13. To issue negotiable interest-bearing notes or bonds, subject to statutory limitations; and

14. To perform the specific duties imposed upon the Board by Statutes.

Committee of the Whole

Except as hereinafter noted, committee work shall be performed by the members of the Board sitting as a Committee of the Whole.

Special Committees

Special committees may be created by the Board for special assignments. When so created, such committees shall terminate upon completing their assignments, or such committees may be terminated by a vote of the Board.

Meetings

1. Regular Meetings

   All regular meetings of the Board of Trustees shall be held quarterly unless otherwise specified. There should be one regular meeting of the Board each year, held within 30 days after the close of commencement week (A.C.A. 6-67-102[g][1][A]). ~~Board meetings shall be open to the public except when the Board has under consideration the employment, discharge, or investigation of an individual.~~

2. Special Meetings

   Special meetings of the Board of Trustees shall be called by the chair of the Board at the request of the president or any two members of the Board of Trustees. No business shall be transacted at any special meeting of the Board, which does not come within the purpose or purposes set forth in the call for the meeting unless all members are present and agree to consideration of the additional items. A written notice must be given seven days prior to the called meeting, or in the case of an emergency, three days notice will suffice.

3. Notice and Conduct of Meetings

   Notice and conduct of all meetings of the Board of Trustees shall be in accordance and comply with Arkansas law, specifically including the provisions of the Arkansas Freedom of Information Act.

4. Quorum

A majority of the Board shall constitute a quorum for the transaction of business.

5. Order of Business

The order of business at a regular meeting of the Board of Trustees shall be:

a. Call to Order
b. Roll Call
c. Minutes
d. Reports
e. ~~Correspondence~~ Action Items
f. ~~Business~~ Notifications/Deletions
    i. ~~Old~~
    ii. ~~New~~

g. ~~Adjournment~~ Executive Session
h. Adjournment

6. Minutes

The official minutes of the Board of Trustees shall be kept in the Office of the President.

Board Legislation

1. The Board of Trustees is the policy-making body of the University, and it acts with the advice and assistance of the president of the University.

2. Any amendment of these policies shall require the affirmative vote of at least four members of the Board at a regular meeting or at a special meeting, in the call for which the purpose of considering change has been announced.

3. The administration of these policies shall be the duty of the president. Any appeal to the Board of Trustees from such administration will be to the Board as a legislative body rather than as an executive body.

4. The president shall report to the Board as a legislative body from time to time on the operation of these policies and shall be expected to propose any necessary changes.

Board Agenda

An agenda for each regular meeting of the Board shall be prepared by the president and submitted to the Board of Trustees.

Reimbursement of Expenses for Official Board of Trustees Duties – Board Policy No. 211

Arkansas Code Annotated 25-16-901 et. seq, provides that boards and commissions may, during their first regularly scheduled meeting of each calendar year, authorize expense reimbursement for each Board member for performing official Board duties. The law states that the expense reimbursement must not exceed the rate established by state travel regulations for state employees. The law covers expense reimbursement for all Board functions. This action is consistent with Board Policy No. 211, Reimbursement of Expenses for Official Board of Trustees Duties, and Arkansas Code Annotated 6-67-102.

The following resolution was unanimously adopted upon motion by Elizabeth Farris and second by Victor Green:

"BE IT RESOLVED: That the Board of Trustees approves the following statement concerning reimbursement of expenses for official Board duties for 2014:

The UCA Board of Trustees authorizes reimbursement of expenses for each of its Board members for performance of official Board duties, to include attendance at Board meetings, fulfillment of Board training requirements, and any other official Board duties. The expense reimbursement authorized herein must not exceed the rate established by state travel regulations for state employees, including special travel authorization. The Board also authorizes the president to approve the reimbursement of travel expenses of Board members that are in conformance with this policy."

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 211

Subject: Reimbursement of Expenses for Official Board of Trustees Duties

Date Adopted: 10/92 Revised: 02/96

The UCA Board of Trustees authorizes reimbursement of expenses for each of its Board members for performance of official board duties, to include attendance at board meetings, fulfillment of board training requirements, and any other official board duties. The expense reimbursement authorized herein must not exceed the rate established for state employees for state travel regulations, including special travel authorization. The Board also authorizes the President to approve the reimbursement of travel expenses of Board members that are in conformance with this policy.

Academic Calendar and Critical Dates – Fall 2015 through Summer 2016

The University Academic Calendar Committee recommends the attached academic calendar covering the period from fall 2015 through summer 2016. The calendar has been recommended by all appropriate academic administrators.

The administration requests the authority to make minor adjustments in the calendar as necessary.

The following resolution was unanimously adopted upon motion by Shelia Vaught and second by Bobby Reynolds:

"BE IT RESOLVED: That the attached schedule, which includes the Academic Calendar and Critical Dates, is hereby approved, and the administration is authorized to make minor adjustments as necessary."

Academic Calendar and Critical Dates
Fall 2015 - Summer 2016

FALL SEMESTER 2015

August 20, Thursday	**Instruction begins - day and evening classes**
September 7, Monday	Labor Day Holiday
October 22-25, Thur – Sun.	Fall Break
November 25-29, Wed. – Sun.	Thanksgiving Break
December 4, Friday	Study Day
December 5, Saturday	Final Exams - Saturday classes
December 7-11, Mon – Fri	Final Examinations - day and night classes
December 12, Saturday	**Winter Commencement**

WINTER INTERSESSION 2016

December 14, Monday	**Instruction begins for Winter Intersession**
December 25, Friday	Christmas Day – No classes
January 2, Saturday	Final exams for Winter Intersession

SPRING SEMESTER 2016

January 7, Thursday	**Instruction begins - day and evening classes**
January 18, Monday	Martin Luther King, Jr. Holiday
March 20-27, Sun-Sun	Spring Break
April 22, Friday	Study Day
April 23, Saturday	Final exams – Saturday classes
April 25-29, Mon-Fri	Final exams – day and night classes
April 30, Saturday	**Spring Commencement**

SUMMER 2016

May 9, Monday	**Instruction begins for May Intersession and 13-Week Summer Session classes**
May 27, Friday	Final examinations for May Intersession classes

May 30, Monday	Memorial Day Holiday
May 31, Tuesday	Instruction begins for 1st Five Week Summer Session and 10-Week Summer Session classes
July 1, Friday	Final examinations for 1st Five Week Summer Session
July 4, Monday	Independence Day Holiday
July 5, Tuesday	**Instruction begins for 2nd Five Week Summer Session classes**
August 5, Friday	Final examinations for 13-Week Summer Session classes, 10-Week Summer Session classes, and 2nd Five-Week Summer Session classes
August 5, Friday	**Summer Commencement**

Waiver Requests, Act 747 of 2011: Baccalaureate Programs Requiring More than 120 Semester Credit Hours

Act 747 of 2011 provides that baccalaureate programs may provide no more than 120 semester credit hours unless (1) a waiver has been approved by the institution's board of trustees and the Arkansas Higher Education Coordinating Board; or (2) the greater number of hours is a requirement of an independent licensing or accrediting body.

The following programs have requested waivers:

Program name: BS, Radiologic Technology (Radiography)
Former semester hour requirement: 124
Proposed semester hour requirement: 121
Justification: This program is delivered by UCA in partnership with two hospital affiliates – the St. Vincent School of Radiologic Technology and Baptist Health Schools Little Rock. US Department of Education rules for such relationships require that UCA teach more than 50% of the credit hours required in the program. The professional curriculum delivered by the hospitals requires 60 semester credit hours, a requirement established by professional programs' accreditors. Therefore, UCA must teach at least 61 semester credit hours in the program, bringing the total required hours to 121.

Program name: BSE, Middle Level Education
Former semester hour requirement: 131 (option in Language Arts and Social Studies), 132 (option in Mathematics and Science)
Proposed semester hour requirement: 121 (options in Language Arts and Mathematics, Language Arts and Science, Language Arts and Social Studies, Mathematics and Social Studies, Science and Social Studies), 122 (option in Mathematics and Science)

Justification: The proposed semester hour requirements represent a significant reduction in required hours arrived at in the process of reconfiguring the degree to allow greater flexibility to students in the options available to them in the program. Meeting all the standards required for licensure and by UCA's teacher education accreditor – Council for the Accreditation of Educator Preparation (CAEP) – means, however, that the program exceeds the 120-hour limit.

Program name: BSE, Elementary Education K-6 (a reconfiguration of the current Early Childhood Education P-4 program to align with the new Arkansas licensure area)
Former semester hour requirement: 128
Proposed semester hour requirement: 123
Justification: The Early Childhood Education P-4 program has been reconfigured in response to a change in Arkansas licensure areas. New competencies include, most significantly, a substantial new focus on the content areas of language arts/reading, mathematics, science, and social studies. Additionally, the reconfigured program adds two grade levels (fifth and sixth) to its coverage. These factors limit the reduction of hours possible in response to Act 747 and result in this request for a waiver.

Supporting documents – An ADHE Letter of Notification - 11R for each requested waiver – is provided on the pages following the resolution below.

If the Board of Trustees approves these waiver requests, the programs will be noted in Board Policy No. 321, Maximum Number of Credit Hours – Baccalaureate and Associate Degrees, as required by that policy.

All appropriate university councils and administrators have recommended approval of these waiver requests.

The following resolution was unanimously adopted upon motion by Victor Green and second by Elizabeth Farris:

"BE IT RESOLVED: That the Board of Trustees hereby approves Act 747 waiver requests for the BS in Radiologic Technology, the BSE in Middle Level Education, and the BSE in Elementary Education K-6."

LETTER OF NOTIFICATION – 11R

REVISION OF EXISTING DEGREE PROGRAM

(Act 747)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn

Associate Provost for Academic Services and Student Success

Email: jona@uca.edu

3. Title of degree program

BS, Radiologic Technology (Radiography)

4. CIP code

51.0907

5. Degree code

3100

6. Effective date

Immediately

7. Reason for proposed change

Act 747 of 2011 specifies that most baccalaureate degrees must require no more than 120 semester credit hours. UCA requests a waiver for the BS in Radiologic Technology for the following reason:

> This program is delivered by UCA in partnership with two hospital affiliates – the St. Vincent School of Radiologic Technology and Baptist Health Schools Little Rock. US Department of Education rules for such relationships require that UCA teach more than 50% of the credit hours required in the program. The professional curriculum delivered by the hospitals requires 60 semester credit hours, a requirement established by the professional programs' accreditor. Therefore, UCA must teach at least 61 semester credit hours in the program, bringing the total required hours to 121.

8. Provide current and revised curriculum outline. (Indicate total credit hours for current degree and total credit hours for revised degree.)

Attached:

Current curriculum (124 SCH): < bs-510907-3100-radiography-before.pdf >

Revised curriculum (121 SCH): < bs-510907-3100-radiography-before.pdf >

9. Institutional curriculum committee review/approval date for revised degree:

January 24, 2012, Undergraduate Council

February 1, 2012, Council of Deans

LETTER OF NOTIFICATION – 11R

REVISION OF EXISTING DEGREE PROGRAM

(Act 747)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn

Associate Provost for Academic Services and Student Success

Email: jona@uca.edu

3. Title of degree program

BSE, Middle Level Education

4. CIP code

13.1203

5. Degree code

3915

6. Effective date

Immediately

7. Reason for proposed change

Act 747 of 2011 specifies that most baccalaureate degrees must require no more than 120 semester credit hours. UCA requests a waiver for the BSE in Middle Level Education with the following justification:

The proposed semester hour requirements represent a significant reduction in required hours arrived at in the process of reconfiguring the degree to allow greater flexibility to students in the options available to them in the program. Meeting all the standards required for licensure and by UCA's teacher education accreditor – Council for the Accreditation of Educator Preparation (CAEP) – means, however, that the program exceeds the 120-hour limit.

8. Provide current and revised curriculum outline. (Indicate total credit hours for current degree and total credit hours for revised degree.)

Attached:

Current curriculum (131–32 SCH): < bse-131203-3915-middlelevel-before.pdf >

Revised curriculum (121–22 SCH): < bse-131203-3915-middlelevel-after.pdf >

9. Institutional curriculum committee review/approval date for revised degree:

December 10, 2913, Undergraduate Council

December 18, 2013, Council of Deans

LETTER OF NOTIFICATION – 11R

REVISION OF EXISTING DEGREE PROGRAM

(Act 747)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn

Associate Provost for Academic Services and Student Success

Email: jona@uca.edu

3. Title of degree program

A name change notification is being submitted separately as are documents required by the Arkansas Department of Education as a result of changes in licensure areas.

Current title: BSE, Early Childhood Education P–4 / Proposed title: BSE, Elementary Education K–6

4. CIP code

Current program: 13.1209 / Reconfigured program: 13.1202

5. Degree code

3756

6. Effective date

Immediately

7. Reason for proposed change

Act 747 of 2011 specifies that most baccalaureate degrees must require no more than 120 semester credit hours. UCA requests a waiver for the BSE in Elementary Education K–6 with the following justification:

The Early Childhood Education P-4 program has been reconfigured as an Elementary Education K–6 program in response to a change in Arkansas licensure areas. New competencies include, most significantly, a substantial new focus on the content areas of language arts/reading, mathematics, science, and social studies. Additionally, of course, the reconfigured program adds two grade levels (fifth and sixth) to its coverage. These factors limit the reduction of hours possible in response to Act 747 and result in this request for a waiver.

8. Provide current and revised curriculum outline. (Indicate total credit hours for current degree and total credit hours for revised degree.)

Attached:

Current curriculum (128 SCH): < bse-131209-3756-ece-before.pdf >

Revised curriculum (123 SCH): < bse-131202-3756-elemed-after.pdf >

9. Institutional curriculum committee review/approval date for revised degree:

December 10, 2013, Undergraduate Council

December 18, 2013, Council of Deans

Use of Skateboards and any Other Wheeled Devices – Board Policy No. 423

Board Policy No. 423, Use of Skateboards and any Other Wheeled Devices, was adopted in 1993, and in general, prohibits skateboards and other wheeled devices on university property, with some limited exceptions. While the policy was modified in 2013, the students and others on campus asked that the policy be reviewed and made clearer.

After review by the University Police Department and Division of Student Services, and working with the Student Government Association, changes are proposed to this policy.

First, definitions are proposed for different devices. Second, the proposed policy allows these devices on sidewalks or other improved surfaces (not roadways or parking lots) provided that pedestrians have the right-of-way. These devices may not be used in cross walks. The current prohibition on using them in any university building is continued.

The proposed changes will alleviate confusion over the scope of the existing policy and the devices it covers.

The following resolution was unanimously adopted upon motion by Bunny Adcock and second by Brad Lacy:

"BE IT RESOLVED: That the Board of Trustees approves the following revisions to Board Policy No. 423, Use of Skateboards and any Other Wheeled Devices, as attached to this resolution."

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 423

Subject: ~~Use of~~ Roller Skates, Rollerblades, Skateboards and ~~any~~ Other ~~Wheeled~~ Coasting Devices

Date Adopted: 08/908/93 Revised: 08/13, 02/14

~~The University of Central Arkansas designates limited areas for the use of skateboards, roller skates, roller blades, or any other similar wheeled devices. Except as provided below, no person may use skateboards, roller skates, roller blades or any other similar wheeled devices in or on any university buildings, sidewalks, roadways, or parking areas on university-owned properties,~~

~~except as specifically authorized in writing in advance by the president or president's designee. This policy shall be enforced by the university police department.~~

1. ~~**Designated areas**: skateboards, roller skates, roller blades, or any other similar wheeled devices may be used on sidewalks and walkways, provided that at the time of the use the activity does not create a safety hazard or otherwise interfere with pedestrian traffic and, provided further, that skateboards, roller skates, roller blades or any other similar wheeled devices may not be used within 50 feet of any university-owned building, residence hall, or other structure.~~

2. ~~**Prohibited areas:** as guidance in the interpretation of this policy, the following prohibited areas are expressly noted: skateboards, roller skates, roller blades or any other similar wheeled devices may not be used in the following university-owned locations: (a) inside any buildings or other enclosed facilities; (b) on stairs, steps, curbs, benches, ledges, loading docks, ramps for disabled, and any other similar fixed-location, designated-purpose external sites; (c) on any streets or in any parking lots occupied by vehicles; (d) any location within 50 feet of Torreyson Library; (e) in all areas and ramps immediately adjacent to the Farris Center; and (f) in all areas within and adjacent to Estes Stadium, including the track.~~

1. DEFINITIONS:

For purposes of this policy, the following definitions shall apply:

a. Roller skate: A shoe or attachment for a shoe, with a set of wheels connected for skating.
b. Rollerblade: A type of roller skate with in-line wheels.
c. Scooter: A narrow platform mounted on in-line or skate-type wheels with a handle to allow steering by turning the front wheels.
d. Skateboard: A board mounted on skate-type wheels.
e. Acrobatics, recreational use: any action on roller-equipped devices that is not necessary for the safe forward movement of the rider and which might be described as a “trick” or “routine,” including, but not limited to, such maneuvers as having all wheels off the ground at the same time, jumping up or down steps, and similar activity.

2. POLICY:

Roller skates, rollerblades, scooters, skateboards and other coasting devices are not vehicles, and are prohibited on roadways dedicated solely to vehicular traffic and in parking lots. Coasting devices are approved for use as transportation on university property, but cannot be used in any manner that places pedestrians at risk; their use for acrobatic, racing or other stunts is strictly prohibited. Persons may coast or ride upon any sidewalk or improved surface used for pedestrian purposes, provided they yield the right-of-way to pedestrians on foot, and they must be walked in crosswalks, which are often filled with pedestrians.

The use of coasting devices is prohibited within any building on the UCA campus or on any surface features (e.g., handicapped ramps, benches, or other architectural features) that might

reasonably be expected to incur damage because of such use. Persons using roller skates or rollerblades must remove them before entering all university buildings.

These regulations are effective immediately and will be enforced by the UCA Police Department. Students or employees violating these regulations are subject to citation and/or disciplinary action by the appropriate university office or official. Any other person violating these prohibitions may be cited for criminal trespass as well as other appropriate criminal citation.

3. NOTE:

Riding roller skates, rollerblades, or skateboards on campus grounds is good exercise and provides transportation to the rider. However, it also carries with it responsibility and liability. Accidental collisions may seriously injure pedestrians or other skaters. A person riding roller skates or skateboards who strikes anyone is liable for all medical expenses of that victim and any damage done to the victim's property.

Smoking and Tobacco-Use – Board Policy No. 519

Act 734 of the 2009 Arkansas General Assembly (codified as Ark. Code Annotated Section 6-60-804) prohibited smoking on the campus of institutions of higher education in Arkansas effective August 1, 2010. Prior to this legislative change, the University had a policy prohibiting smoking within 25 feet of the entrances of university buildings, but did not prohibit smoking on campus.

In November 2009, the University amended Board Policy No. 519, Smoking and Tobacco-Use. This change prohibited the "use of any tobacco products" on campus or in any vehicle owned or leased by the University.

Recently, there have been questions about the use of electronic cigarettes, and whether or not such devices should also fall with the ban of Policy No. 519. A task force was formed, under the leadership of Dr. Randy Pastor, and they concluded that electronic cigarettes should be banned from the campus and University vehicles, the same as tobacco products. A copy of the task force's report to President Courtway is attached.

The following resolution was unanimously adopted upon motion by Bobby Reynolds and second by Brad Lacy:

"BE IT RESOLVED: That the Board of Trustees approves the following revisions to Board Policy No. 519, Smoking and Tobacco-Use, as attached to this resolution."

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 519

Subject: Smoking and Tobacco-Use

Date Adopted: 08/04 Revised: 11/09, 12/12, 02/14

The use of any tobacco products and electronic cigarettes is prohibited everywhere on campus and in any vehicle owned or leased by the University.

University of Central Arkansas
STUDENT SERVICES

Dear President Courtway, 11/13/2013

The electronic cigarette committee met on November 6th 2013 and formulated an opinion regarding the use of "e-cigarettes "on UCA's campus.

Although the immediate effects on humans of direct or secondhand nicotine vapors emitted by electronic cigarette devices are presently unknown, there is a large concern by the medical community, and other regulating agencies, about the long-term effects of these devices on human health. It is probably for this reason that the Arkansas Senate in their 89th General Assembly approved Act 1099 in April 2013 which amended Arkansas code 6–21–609. This Act prohibits the use of these devices on public school property. Although the exact wording in this amendment appears to be primarily addressing public grade schools and secondary schools, we are aware of two Arkansas public universities that have added wording to their existing policies to prohibit the use of electronic cigarettes on their university property

Also, the US Food and Drug Administration was set to decide last month whether to lump e-cigarettes with conventional tobacco products as part of its oversight of the $90 billion U.S. tobacco market. This ruling is still pending, probably due to the recent federal government shutdown, but there is strong evidence to suggest that such ruling will pass. If it does, electronic cigarette devices will probably be considered as a "tobacco product" and could therefore be subject to the same restrictions as all other tobacco products.

With this information available for our discussion, and also considering the concerns of the UCA student body, as represented by a member of the UCA Student Government Association, it is this committee's recommendation that UCA modify its existing policy to prohibit the use of electronic nicotine devices, commonly known as "e-cigarettes" or "vaping", in the same way that it prohibits the use of all tobacco products on campus.

Sincerely,

Randy Pastor D.O.
Medical Director UCA Student Health Clinic

STUDENT HEALTH CLINIC
Student Health Building - 1st Floor | 201 Donaghey Avenue | Conway, AR 72035
501-450-3136 | FAX 501-450-3370 | uca.edu/studenthealth

Fee Waiver – Employees – Board Policy No. 623

Board Policy No. 623, Fee Waiver – Employees, has been revised to clarify that benefits-eligible employees paid from outside funding sources, such as Military Science employees, are eligible for the Undergraduate and Graduate Registration Discount Program.

The following resolution was unanimously adopted upon motion by Bunny Adcock and second by Shelia Vaught:

"BE IT RESOLVED: That the Board of Trustees approves the following revisions to Board Policy No. 623, Fee Waiver – Employees, as attached to this resolution."

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 623

Subject: Fee Waiver – Employees

Date Adopted: 04/604/67 Revised: Passim (most recent 02/14)

Undergraduate and Graduate Registration Discount Program

As referenced in IRC Sections 117(d) and 127, UCA has established a tuition remission program for eligible employees and their spouses and dependents. The purpose of this policy is to provide guidelines for use of the fee discount program. Registration discounts are designed to support the professional educational development of UCA employees and to provide an additional opportunity for the spouses and dependents of UCA employees to attain their individual educational goals.

Costs and eligibility will be based upon the registration fee schedule in place for the semester in which the initial enrollment occurs, subject to any overall registration guides or changes adopted by the Board of Trustees. The discount on required fees applies only to the facility fee, co-op fee, Student Center fee, HPER fee, athletic fee, technology fee and Fine and Performing Arts fee. The discount will not apply to any future student-initiated fees. The discount may not be used in conjunction with other University fee reductions or discounts or with other University-sponsored tuition scholarships. The discount will not apply to study-abroad programs. However, the fee-waiver discount may be used in conjunction with state-funded scholarships (ADHE-administered scholarships) and/or with private scholarships and assistance

Eligibility and Restrictions

Only courses taken for college credit qualify for the discount.

Eligibility is restricted to full-time, benefits-eligible employees and the spouses and dependent children of those employees. This includes benefits-eligible employees and his/her spouse and dependent children where the employee is regarded as benefits-eligible for the purposes of this policy and paid from outside funding sources (e.g. Military Science). Members of the Board of Trustees, their spouses and dependent children are not eligible for the fee waiver.

The fee remission for employees, spouses, and dependent children will commence with the beginning of the next semester or term after the date of employment. For example, if an employee's hire date is October 1, their fee-remission privileges will begin at the start of the spring semester.

Employees

During normally-assigned work hours, employees may take no more than six (6) credit hours in the fall and/or spring semesters and no more than three (3) credit hours during each summer term.

The first three (3) credit hours taken during assigned work hours will not require any leave time. If the employee so chooses, the employee may, during the fall and spring semesters, take an additional class of up to three (3) credit hours during his/her lunch period. Time-off for courses taken during normal work hours, including the lunch period, must be approved by the employee's supervisor and department manager. Efforts should be made to schedule courses at times that will least interfere with heavy seasonal work-loads or exceptionally busy periods of the work day.

Children

Children are defined as the unmarried children of benefits-eligible employees or the unmarried dependents for whom the employee is the legal guardian, who are under age 25 and who may be claimed as dependents for federal tax purposes by that employee. An employee may receive a fee waiver for a child meeting the aforementioned definition of children through and including the semester in which the child turns age 25.

Costs

Employees, the spouses of employees, and/or the children of employees will pay an amount equal to twenty (20) percent of regular in-state registration and applicable eligible fees for undergraduate courses.

Employees will pay an amount equal to twenty (20) percent of the regular in-state registration and applicable eligible fees for graduate courses.

Graduate degree fee discounts are not available for spouses or children.

If an employee resigns or otherwise moves from benefits-eligible employment during a semester in which the employee, spouse and/or dependent discount is used, the employee must pay a prorated portion of the regular registration and fees represented by the period of time remaining in that semester.

Exceptions

If an employee dies or becomes disabled (as determined by the University's disability insurer) during a semester in which the employee, a spouse or dependent is receiving the discount, the disabled employee and/or the surviving spouse and/or dependent will continue their eligibility as if that employee was still eligible and with all other guidelines and restrictions remaining. Spouses and dependents who are not receiving the discount at the time of the employee's death or disability will be eligible for the discount for five (5) years from the date of death or disability.

Contract Review Procedures – Board Policy No. 416

Pursuant to Board Policy No. 416, Contract Review Procedures, the administration must seek Board approval for (i) any contract which will require the expenditure by the University of funds (at any time) in excess of $250,000; or (ii) any contract with a term exceeding one year, unless the Office of General Counsel certifies, in writing, that the contract may be terminated by the University on the giving of written notice of 90 days or less.

The administration is seeking Board approval for the following contracts:

- Revisions to the agreement between the University of Central Arkansas and Aramark Educational Services
- Agreement between the University of Central Arkansas Foundation, Inc. and the University of Central Arkansas to lease Buffalo Alumni Hall.

The following resolution was unanimously adopted upon motion by Victor Green and second by Elizabeth Farris:

"**BE IT RESOLVED: That the Board of Trustees authorizes the administration to make revisions and enter into various contracts or renewals with the companies listed above."**

UNIVERSITY OF CENTRAL ARKANSAS
REASON FOR REQUIRING BOARD REVIEW AND ACTION
(Board Policy #416)
Contract involving more than $250,000

SUMMARY

1. Parties: Agreement between the University of Central Arkansas and Aramark Educational Services, LLC ("Aramark").

2. Purpose: Food Service Agreement.

3. Term: The Board of Trustees approved the original contract in April 2012. The contract was effective June 1, 2012, and is renewable for up to 10 years. The Board approved revisions in May 2013.

4. University Funds to be paid: Under the terms of the contract, Aramark and UCA mutually agree upon an appropriate increase to the board plan rates, utilizing the most recent twelve-month increases in the Consumer Price Index for All Urban Consumers (CPI-U). If the indices are equal to or greater than 3.0%, Aramark is entitled to a minimum board plan rate increase of 3.5%. The December 2013 CPI-U was only 2.1%; therefore, the proposed agreed upon rate increase is 2.35%. The increases are reflected in the attached schedule.

5. Funds Received: No revisions.

6. Public Bid/Purchasing Approval: N/A.

7. Special Provisions/Terms/Conditions: The administration and Aramark are proposing a change to the contract regarding annual board plan increases for the remainder of the contract. Aramark and UCA shall utilize as a guideline the most recent October increases in the CPI-U to determine increases in board plan rates. The proposed change allows Aramark and UCA to begin discussions on board plan rates using the October CPI-U received in November each year rather than the current format of using the December CPI-U received in January.

8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel Date: January 31, 2014

UNIVERSITY OF CENTRAL ARKANSAS

BOARD POLICY

Policy Number: 416

Subject: Aramark Food Services contract rates

Date Adopted: 3/94 Revised: Passim (most recent 2/13)

TERM	**2014-15**	**2013-14**		
Fall & Spring		**(Current)**	**Change**	**%**
Semester Meal Rates				
Total Access with $50 DCB	$7.79	($7.61)	$0.18	2.37%
Any 15-meals per week with $100 DCB	$7.30	($7.13)	$0.17	2.38%
Senior Plan 75 Block + $500 DCB	$4.50	($4.40)	$0.10	2.27%
220 Block Plan with $50 DCB	$8.65	($8.45)	$0.20	2.37%
140 Block + $160 DCB	$6.68	($6.53)	$0.15	2.30%

	Overall Average Per Meal Rate Increase				**2.34%**
GROUP	**Meal**	**2014-15**	**2013-14 (Current)**	**Change**	**%**
Causal Meals	Breakfast*	$7.33	($7.16)	$0.17	2.37%
	Brunch*	$9.06	($8.86)	$0.20	2.26%
	Lunch*	$9.86	($9.63)	$0.23	2.39%
	Dinner*	$10.50	($10.26)	$0.24	2.34%
	Overall Average Causal Meal Rate Increase				**2.34%**
Summer Camp Causal Meals	Breakfast*	$5.07	($4.95)	$0.12	2.42%
	Brunch*	$6.17	($6.03)	$0.14	2.32%
	Lunch*	$6.17	($6.03)	$0.14	2.32%
	Dinner*	$6.17	($6.03)	$0.14	2.32%
	Overall Average Summer Camp Meal Rate Increase				**2.35%**

UNIVERSITY OF CENTRAL ARKANSAS

REASON FOR REQUIRING BOARD REVIEW AND ACTION

(Board Policy #416)

Contract with a term of more than one year

SUMMARY

1. Parties: University of Central Arkansas Foundation, Inc. ("Lessor") and University of Central Arkansas ("Lessee").

2. Purpose: Lease for Buffalo Alumni Hall. The University has leased the building from the Foundation for several years. This is a second lease amendment to an original lease dated April 9, 2010.

3. Term: The term of the proposed lease is two years, from July 1, 2014, until June 30, 2016.

4. University Funds to be paid: The University will continue to pay $30,000 per year.

5. Funds Received: None

6. Public Bid/Purchasing Approval: No bid or purchasing requirements involved.

7. Special Provisions/Terms/Conditions: Lease was drafted by and requires the approval of the Arkansas Building Authority.

8. Approval/Notification to UCA Foundation: The Foundation is a party to the lease, so the lease will also require approval of the Foundation.

Form prepared by: Warren Readnour, General Counsel Date: January 30, 2014

Fees – Room and Board – Board Policy No. 632

The current room and board rate is $2,765.00 per semester (based on a double-occupancy room and the total access meal plan with $50 DCB).

A 4.51% increase is recommended for the board plans to cover the proposed 2.35% increase in the Aramark contract and to further supplement food service revenue. The estimated net food service revenue generated from this increase is approximately $208,000 per year. The Department of Housing and Residence Life completed a review of board plan rates from public institutions within the state, as well as those within the Southland Conference. The proposed 2014-15 board plan rates still place UCA near the bottom of the price range for both the Arkansas universities and the Southland Conference.

A 4.50% increase is recommended for room rates. This increase is primarily related to the continuing effort to maintain and upgrade housing facilities and to cover a 35% increase in the cable television rate for the University. Recommended repairs to the residence halls and university-owned apartments exceed $18 million. Estimated net annual revenue generated from the proposed increase for the housing room rates is $435,000. The Department of Housing and Residence Life's review of room rates placed the proposed 2014-15 room rates at the mid-point price range of the rates of other universities for 2014.

The proposed room and board rate for 2014-15 is $2,889.00 (based on double-occupancy room and the total access meal plan with $50 DCB), for an overall increase of 4.48%. This increase will result in the student paying an additional $124 per semester.

For the 2014-15 academic year, the Department of Housing and Residence Life anticipates an annualized occupancy rate of approximately 95%. Housing applications with paid deposits submitted to date for fall 2014 are up by 180 compared to the number of applications received this time last year.

The following resolution was unanimously adopted upon motion by Elizabeth Farris and second by Brad Lacy:

"BE IT RESOLVED: That the Board of Trustees hereby approves the following revisions to Board Policy No. 632, Fees – Room and Board.

BE IT FURTHER RESOLVED: That the Board of Trustees hereby approves the schedule of room and board rates presented below":

UNIVERSITY OF CENTRAL ARKANSAS

BOARD POLICY

Policy Number: 632

Subject: Fees - Room and Board

Date Adopted: 3/94 Revised: Passim (most recent 2/13)

PROPOSED ROOM RATE SCHEDULE

Fall & Spring	**2014-15**		**(Current)**	**Change**	**%**
Semester Rates					
Other Residence Halls:					
Double Occupancy Room Rate	$1,630.00	per semester	($1,560.00)	$70	4.5%
Single Room Rate	$2,435.00	per semester	($2,330.00)	$105	4.5%
RA Room	$1,630.00	per semester	($1,560.00)	$70	4.5%
Greek Room Rate Per Member	$25.00	per semester	($25.00)	$0	0.0%
Bear Hall:					

Double Occupancy Room Rate	$1,735.00	per semester	($1,660.00)	$75	4.5%
Single Room Rate	$2,540.00	per semester	($2,430.00)	$110	4.5%
Residence Halls single room upgrade charge	$805.00	per semester	($770.00)	$35	4.5%
Apartment – Academic Year Double Room Rate:					
Stadium Park, Oak Tree or other apartments	$1,839.00	per semester	($1,760.00)	$79	4.5%
Bear Village, Torreyson, Erbach, 321 Western	$1,949.00	per semester	($1,865.00)	$84	4.5%
Apartment – Academic Year Single Room Rate:					
Stadium Park, Oak Tree or other apartments	$2,686.00	per semester	($2,570.00)	$116	4.5%
Bear Village, Torreyson, Erbach	$2,795.00	per semester	($2,675.00)	$120	4.5%
Bear Village Deluxe Single Room Rate	$2,926.00	per semester	($2,800.00)	$126	4.5%
321 Western Deluxe Single Room Rate	$2,926.00	per semester	($2,800.00)	$126	4.5%
Apartments single room upgrade charge	$845.00	per semester	($810.00)	$35	4.3%
	Average Overall Room Rate Increase				**4.49%**

Summer Terms 2015

Any Double Room Rate	$423.00	per summer term	($405.00)	$18	4.4%
Any Single Room Rate	$585.00	per summer term	($560.00)	$25	4.5%

Summer Camp & Conferences, Winter Break,

May and August Intersessions nightly rate 2015

Residence Hall Double Occupancy room rate	$12.50	($12.50)	$0	0.0%
Residence Hall Single room rate	$23.00	($23.00)	$0	0.0%
Apartment Double Occupancy room rate	$17.50	($17.50)	$0	0.0%
Apartment Single room rate	$28.00	($28.00)	$0	0.0%

RENT FOR FAMILY HOUSING

Apartment	**2014-15**	**(Current)**	**Change**	**%**
Baldridge Apartments	$559.00	($535.00)	$24	4.5%

Board Rate Schedule

Fall & Spring	2014-15	(Current)	Change	%
*Total Access with $50 DCB	$1,259.00	($1,205.00)	$54	4.5%
*Any 15-meals per week with $100 DCB	$1,249.00	($1,195.00)	$54	4.5%
*Senior Plan 75 Block + $500 DCB**	$1,259.00	($1,205.00)	$54	4.5%
220 Block Plan with $50 DCB	$1,359.00	($1,300.00)	$59	4.5%
140 Block + $160 DCB	$1,359.00	($1,300.00)	$59	4.5%
*$925.00 DCB ***	$925.00	($925.00)	$0	0.0%
*$775.00 DCB ***	$775.00	($775.00)	$0	0.0%
*$625.00 DCB ***	$625.00	($625.00)	$0	0.0%
	Average Overall Board Rate Increase			**4.51%**

*The individual percentage increase for the meal plans varies due to rounding or additional DCB added to the base meal plan.

**Students must have completed 90 credit hours to eligible for Senior Plan option.

*** Students in the apartments purchasing the $925.00 DCB will receive a $50.00 bonus, $775.00 DCB will receive a $40.00 bonus, and the $625 DCB will receive a $30 bonus.

A RESOLUTION PRESENTED TO THE STUDENT GOVERNMENT ASSOCIATION UNIVERSITY OF CENTRAL ARKANSAS

Title of Resolution: Proposed Room and Board Rate Fee Increases
Sponsor: Ashley Ross
Date presented to Senate: February 10, 2014
Student Life Committee: _X_ Adopt ___ Do not Adopt ___ Amend

Whereas, The University of Central Arkansas has proposed a 4.5% increase in each room rates and board rates;

Whereas, The fee increases will contribute to housing renovations, Christian cafeteria renovations, and the fees will also accommodate university bonds;

Whereas, The majority of students who were polled on the 4.5% room and board rate increases were opposed to such a large increase;

Whereas, According to survey results, the majority of students would support a fee increase for room and board rates if the percentage of increase were lower; therefore, be it

Resolved, That the Student Government Association of the University of Central Arkansas does not support a 4.5% increase in either room or board rates due to concerns expressed by students; however, be it further

Resolved, That the Student Government Association of the University of Central Arkansas supports a room and board increase of no greater than 3% each on behalf of the UCA student body.

Certification of Sufficient Appropriations and Fund Balances

In accordance with State Accounting and Budgetary Procedures law, the Board of Trustees is required to certify annually that the University will not incur any obligations without having sufficient appropriations and funds available during the fiscal year for the payment of the obligations when they become due.

The following resolution was unanimously adopted upon motion by Shelia Vaught with a second by Victor Green:

"BE IT RESOLVED: That the Board of Trustees will continue to monitor the obligations of the University to insure that sufficient appropriations and fund balances are available to pay all future obligations of the institution when such obligations become due."

CERTIFICATION OF SUFFICIENT
APPROPRIATION AND FUND BALANCES
TO MEET OBLIGATIONS FOR
UNIVERSITY OF CENTRAL ARKANSAS

I am aware that the State Accounting and Budgetary Procedures law mandates that in no event shall any obligations be incurred by an institution of higher education unless sufficient appropriations and funds are available, or will become available, during the fiscal year for the payment of the obligations when they become due.

Also, I understand that it shall be the duty and responsibility of the institutional Board of Trustees and the President/Chancellor for which appropriations are authorized to monitor finances to ensure that resources are available, or will become available, for financing appropriations authorized by the General Assembly; and to ensure that no obligations are incurred which exceed available appropriations and funds.

Therefore, I certify that as of December 31, 2013, I have verified that sufficient appropriations and funds are available, or will become available, to pay the obligations of this institution of higher education and all other current obligations to be paid from the appropriations and the funds.

I also certify that I shall continue to monitor obligations of this institution of higher education to ensure that sufficient appropriation and fund balances are available, or will become available, to pay all future obligations of the institution when such obligations become due.

_____ _____

Kay Hinkle Date

Chair, UCA Board of Trustees

_____ _____

Tom Courtway Date

UCA President

Undergraduate Admission Standards for Traditional Students

UCA's initiatives to increase retention and graduation rates include plans to raise admission standards for traditional undergraduate students. In this context, "traditional student" refers to a student under 21 years of age who is a U.S. citizen or a resident alien.

The proposed changes to the admission requirements will continue to require students to earn a minimum score of 19 on the ACT or equivalent in each subject area (English, math, and reading) for unconditional admission. Traditional, new, first-time students who do not meet minimum score requirements in these subject areas must begin to satisfy their remediation by enrolling in transitional courses during the first and every subsequent semester until these requirements are completed. All transitional coursework must be completed within the first 30 hours of enrollment.

The attached proposed admission standards are expected to achieve the following results:

- Increase the academic quality of the student population;
- Increase retention and graduation rates; and
- Align UCA's admission standards with other four-year, public institutions in Arkansas.

The University Admissions Committee and all appropriate administrators have recommended approval of the proposed admission standards.

The following resolution was unanimously adopted upon motion by Brad Lacy and second by Bunny Adcock:

"BE IT RESOLVED: That the Board of Trustees hereby approves the proposed admission standards as attached to this resolution."

Proposed Undergraduate Admission Standards for Traditional Students

UCA makes admission decisions based upon sixth-semester high school grade point average and ACT/SAT scores. Below is a comparison of current admission requirements and proposed incremental changes to admission requirements.

Fall 2015

Beginning fall 2015, the administration recommends increasing high school grade point averages and standardized test scores for unconditional and conditional admission.

CURRENT ADMISSION REQUIREMENTS	PROPOSED ADMISSION REQUIREMENTS
To be considered for admission to UCA, prospective students must meet these minimum requirements: Unconditional Admission* • 2.50 high school GPA • 19 ACT Composite/1330 SAT combined (Critical Reading/Math/Writing) • Individual subject sub-scores that exempt a student from required remediation • Other requirements as outlined in the Undergraduate Bulletin Conditional Admission* • 2.25 high school GPA • 16 ACT Composite/1140 SAT combined (Critical Reading/Math/Writing) *Applicants who have a single-digit ACT test score or the equivalent in reading, mathematics, or English will not be eligible for admission.	To be considered for admission to UCA, prospective students must meet these minimum requirements: Unconditional Admission* • 2.75 high school GPA • 20 ACT Composite/1390 SAT combined (Critical Reading/Math/Writing) • Individual subject sub-scores that exempt a student from required remediation • Other requirements as outlined in the Undergraduate Bulletin Conditional Admission* • 2.30 high school GPA • 17 ACT Composite/1210 SAT combined (Critical Reading/Math/Writing) *Applicants who have a single-digit ACT test score or the equivalent in Reading, Mathematics, or English will not be eligible for admission.

Fall 2018
Beginning fall 2018, the administration recommends increasing standardized test scores for unconditional and conditional admission.

2015 ADMISSION REQUIREMENTS	PROPOSED ADMISSION REQUIREMENTS
To be considered for admission to UCA, prospective students must meet these minimum requirements: Unconditional Admission* • 2.75 high school GPA • 20 ACT Composite/1390 SAT combined (Critical Reading/Math/Writing) • Individual subject sub-scores that exempt a student from required remediation • Other requirements as outlined in the Undergraduate Bulletin Conditional Admission* • 2.30 high school GPA • 17 ACT Composite/1210 SAT combined (Critical Reading/Math/Writing) *Applicants who have a single-digit ACT test score or the equivalent in reading, mathematics, or English will not be eligible for admission.	To be considered for admission to UCA, prospective students must meet these minimum requirements: Unconditional Admission* • 2.75 high school GPA • 21 ACT Composite/1450 SAT combined (Critical Reading/Math/Writing) • Individual subject sub-scores that exempt a student from required remediation • Other requirements as outlined in the Undergraduate Bulletin Conditional Admission* • 2.30 high school GPA • 18 ACT Composite/1270 SAT combined (Critical Reading/Math/Writing) *Applicants who have a single-digit ACT test score or the equivalent in reading, mathematics, or English will not be eligible for admission.

Effective with approval of this proposal by the Board of Trustees, if any department/committee awards a competitive scholarship to a student who does not meet the admission standards, that application and its supporting materials will be automatically referred to the University Admissions sub-committee for review.

Retention Requirements for Academic Scholarships – Board Policy No. 339

Board Policy No. 339, Retention Requirements for Academic Scholarships, has been revised to update language and to provide scholarship information will be maintained in the Division of Finance and Administration rather than Enrollment Management.

The following resolution was unanimously adopted upon motion by Elizabeth Farris and second by Bunny Adcock:

"BE IT RESOLVED: That the Board of Trustees approves the following revisions to Board Policy No. 339, Retention Requirements for Academic Scholarships, as attached to this resolution."

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 339

Subject: Retention Requirements for Academic Scholarships

Date Adopted: 09/97 Revised: 12/12, 02/14

The Administration is authorized to establish requirements, such as minimum ~~load~~ credit hours per semester and grade point average, for retention of UCA academic scholarships. Current and comprehensive information about scholarships is maintained in the ~~Division of Enrollment Management~~ Division of Finance and Administration.

Lewis Science Center Addition and Roof Replacement

The administration is requesting that the Board of Trustees grant authority to proceed with a feasibility study for a bond issue to fund the design and construction of "Lewis Science Addition"; proceed with the design and construction of the addition; increase the Facility Fee by $3.50; proceed with the replacement of the Lewis Science Center roof; and, amend the existing contract with Stuck Associates.

The Lewis Science Center was designed in 1965 as a 53,000 square foot, single story, flat roof structure. A 62,000 square foot, two-story addition to the north side of the structure was added in 1987.

Although the facility is sound structurally, significant repairs are needed, additional classroom space is required to meet the current student demand, and the laboratory and research space is inadequate and out-of-date. Needed repairs include the addition of fire walls, asbestos abatement, mechanical system replacement, building code upgrades, roof replacement, accessibility upgrades and complete replacement of the 1965 electrical system.

In 2013, the University retained Stuck Associates, WER Architects and RFD Lab Consultants to provide a full building assessment of the existing facility. They were charged with providing preliminary recommendations based on programmatic and space needs for future building requirements for the College of Natural Sciences and Mathematics (CNSM). The team prepared a report in December 2013 titled the *Lewis Science Center Assessment*.

The design group Stuck Associates, WER along with RFD Lab Consultants, met with the CNSM faculty and others on the concept of the project. Based on discussions and projections of the University's available funding, the architects recommend (1) the construction of a new building of approximately 50,000 square feet adjacent to Lewis Science Center and (2) a subsequent renovation of Lewis Science Center.

At its December 2013 meeting, the Board reviewed the *Lewis Science Center Assessment* detailing the challenges of the existing facility, the preliminary design of the addition, and how these changes will meet the needs of the University within the proposed budget of $25.5 million for new construction and renovation. The Board also reviewed the placement option for the addition as provided by Stuck Associates, WER.

This action covers the Lewis Science Center addition with an anticipated cost of $17.5 million. Existing University Capital Reserves of $4 million have been designated for this project leaving an amount to be bonded of $13.5 million.

The proposed 50,000 square foot, three-story addition will include teaching, learning and research space allowing flexibility to meet the modern teaching methods. The laboratory spaces will allow for proper floor to ceiling heights required for modern equipment and modern utilities. Also included in the design will be features allowing for significant improvements in equipment efficiency and utility utilization with LEED certification in mind.

The addition is anticipated to cost approximately $17.5 million, including construction, architecture and engineering fees, utility work, infrastructure, furnishings and fixtures, and a contingency. Only $13.5 million will be bonded. The proceeds of the bonds, if approved by the Arkansas Higher Education Coordinating Board ("Coordinating Board") and then by UCA's Board of Trustees, will be used to fund the project.

The debt service will be repaid from educational and general funds based on a proposed student facility fee increase of $3.50 per credit hour which equates to a 1.38% increase. A student taking 15 hours will pay an additional $52 per semester.

The Coordinating Board's policy states educational and general projects (E&G) may be financed by obligating a maximum of 25 percent of **net** student tuition and fee revenue **(gross tuition and fees less unrestricted educational and general scholarship expenditures)** for total debt service.

E&G Debt Restrictions

Actual Net Tuition and Fee Revenue for FY 2012-13	$	53,935,195
Maximum Allowable Debt Service ($53,935,195 x 25%)		13,483,799
Existing Maximum E&G Debt Service		2,738,491
Estimated Maximum Project Debt Service		965,250
Amount Remaining for Additional Debt Service	$	9,780,058

The above data demonstrates that the University has sufficient revenue to support E&G debt of approximately $13.5 million with a term of 30 years at an estimated annual interest rate not to exceed 5.75%.

In accordance with the Coordinating Board's policy, the University will establish and maintain a building maintenance fund to be supported by student tuition and fee revenue. The institution will reserve a minimum of $2.50 per square foot of the addition, annually, for ongoing maintenance issues. This annual transfer of $125,000, based on the square feet of the addition will be held in Plant Funds' Repair and Replacement Fund.

If approved by the Coordinating Board, another resolution will be presented to the Board of Trustees at a future meeting to authorize the issuance of the bonds.

Prior to construction beginning on the Lewis Science Center Addition, it is necessary to remove and replace the existing roof of the Lewis Science Center in order to protect the interior of the building. The roof is at the end of its useful life as a result of numerous patches over the years to prevent leaks.

The roof is anticipated to cost $750,000. This project is the number one priority on the university's E&G deferred maintenance list; however, the project was put on hold because of the ongoing assessment of the Lewis Science Center project. Although the cost is undetermined at this time, additional funds will be needed for damage remediation caused by the long standing water infiltration. This project will be funded from the University Capital Reserves Account.

The project will require a Method of Financing (MOF) to be considered by the Arkansas Legislative Council and the Department of Finance and Administration. The design work will be performed by Stuck Associates, however, their contract will need to be amended beyond the Phase I assessment. On August 16, 2013, the Board approved the original Stuck Associates contract in order to undertake a comprehensive review and analysis of Lewis Science Center to determine its condition and to establish whether the space can be designed and renovated to accommodate the natural sciences programs. The existing contract with Stuck Associates will need to be increased to $1,596,129 in order for the firm to provide architectural and engineering services for the construction of the Lewis Science Center addition and the replacement of the Lewis Science Center roof. The original contract amount was $189,700.

The roof project will be bid and a contract will be submitted to the Board for approval. The roof project is scheduled to begin in mid-May and be completed in mid-August 2014.

The preliminary timeline for the new construction phase is set forth below:

February 21, 2014	(1) Board approval to proceed with design of new building (2) Board approval of Feasibility Study for Bonds (3) Board approval of $3.50 increase in Facility Fee (4) Board approval of Architect and Engineering contract amendment
March 2014 – September 2014	Design and preparation of bid documents
January 2015 – October 2016	Construction of new building
November 2015 – December 2016	Move in furniture and equipment
January 2017	Classes begin in new building

The following resolution was unanimously adopted upon motion by Elizabeth Farris and second by Bobby Reynolds:

"BE IT RESOLVED: That the Board of Trustees authorizes the administration to (1) proceed with the planning, design and construction of an addition to the Lewis Science Center containing approximately 50,000 square feet with an estimated cost of $17.5 million, (2) amend the existing contract with Stuck Associates to $1,596,129, and (3) enter into other contracts necessary to facilitate the project.

BE IT FURTHER RESOLVED: That the Board of Trustees authorizes an increase in the Facility Fee of $3.50 to fund the debt service of the necessary bonding of $13.5 million.

BE IT FURTHER RESOLVED: That the Board of Trustees approves the replacement of the Lewis Science Center roof, and authorizes the administration to enter into and execute any and all contracts, documents and agreements; provided however, that the total project

cost shall not exceed the sum of $750,000, unless such excess is approved by the Board of Trustees.

BE IT FURTHER RESOLVED: That the Board of Trustees adopts the attached resolution regarding the issuance of bonds for the Lewis Science Center Addition."

A RESOLUTION BY THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CENTRAL ARKANSAS AUTHORIZING ALL STEPS NECESSARY TO ISSUE BONDS NOT TO EXCEED THE AGGREGATE PRINCIPAL AMOUNT OF $13,500,000

WHEREAS, The Board of Trustees of the University of Central Arkansas ("University") must approve all requests for financing; and

WHEREAS, The University desires to secure funds in an amount not to exceed $13.5 million by the issuance of bonds, with a term not to exceed 30 years at an interest rate not to exceed 5.75% and with a projected maximum annual debt service of $965,250; and

WHEREAS, The proceeds from the bonds will be for the design and construction of an addition to the Lewis Science Center; and

WHEREAS, If approved and issued, the bonds will be serviced from student tuition and fees, the same being facility fee revenue from students; and

WHEREAS, The Board of Trustees authorizes and recommends the commencement of preparations for securing a bond issue in an aggregate principal amount not to exceed $13,500,000 for the purposes described above.

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

Section 1. The Board of Trustees of the University of Central Arkansas hereby authorizes the administration to commence all necessary preparations to issue bonds in an amount not to exceed $13,500,000 with a term not exceeding 30 years and at an interest rate not to exceed 5.75%, with terms and conditions satisfactory to the administration, subject to final review and approval by resolution of this Board.

Section 2. The Board further authorizes the administration to seek approval from the Arkansas Higher Education Coordinating Board for issuing the bonds.

Section 3. The loan will be secured for the purpose of design and construction of an addition to the Lewis Science Center.

ADOPTED AND APPROVED February 21, 2014

UNIVERSITY OF CENTRAL ARKANSAS
BOARD OF TRUSTEES

By:_____
Kay Hinkle, Chairman

ATTEST:

By:_____
Shelia Vaught, Secretary

A RESOLUTION PRESENTED TO THE STUDENT GOVERNMENT ASSOCIATION UNIVERSITY OF CENTRAL ARKANSAS

Title of Resolution: Lewis Science Center Expansion and Renovation
Sponsor: Ashley Ross
Date presented to Senate: February 10, 2014
Student Life Committee: _X_ Adopt ___ Do not Adopt ___ Amend

Whereas, The existing Lewis Science Center will be renovated in phases as to minimally effect classes and labs throughout the semester;

Whereas, An additional three story facility will be built to expand the current Lewis Science Center;

Whereas, The University of Central Arkansas is accomplishing goals stated in the University Strategic Plans;

Whereas, The Lewis Science Center expansion and renovations will foster a better learning environment and more appropriate research and laboratory facilities for students of all majors;

Whereas, The entire student population is effected by the Lewis Science Center due to the general education requirements; therefore be it

Resolved, That the Student Government Association of the University of Central Arkansas whole-heartedly supports a fee increase of $3.50 per credit hour per semester for students in order to accomplish this university goal to expand and renovate the Lewis Science Center.

Greek Village Sorority House Designs and the National Pan-Hellenic Council/Community Center

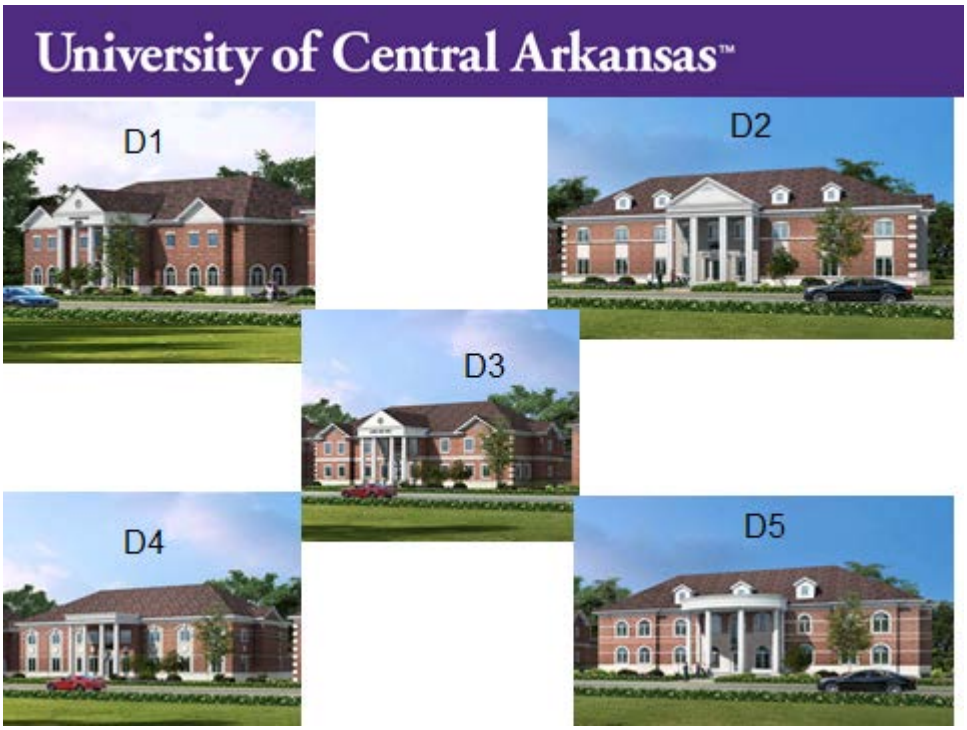
At the December 13, 2013 Board of Trustees' meeting, three designs for the Greek Village sorority houses were presented to the Board. At the Board's request, one of the designs was revised and two additional designs were prepared. The five house designs were submitted via e-mail for the Board to review.

The design for the National Pan-Hellenic Council/Community Center is also attached for the Board's approval.

The following resolution was unanimously adopted upon motion by Bunny Adcock and second by Shelia Vaught:

"BE IT RESOLVED: That the Board of Trustees approves the five house designs to be constructed in Greek Village Phase I, the placement of D-5(corner), D-3, and D-4 on Donaghey Avenue from north to south, and the placement of D-1 and D-2 on Augusta Avenue from north to south.

BE IT FURTHER RESOLVED: That the Board of Trustees approves the design for the National Pan-Hellenic Council /Community Center attached to this resolution."



NOTICIFACTIONS/DELETIONS

Notification: 120-Hour Baccalaureate Update (Act 747)

The faculty and academic administrators responsible for the BA, Art-Art Education; BFA, Studio Art; BS, Kinesiology; BS, Athletic Training; and BSE, Physical Education Teacher Education have approved reduction of the hours required in each of these programs to 120 semester credit hours as required by Act 747 of 2011, and these changes have been reviewed and approved by all appropriate councils and academic administrators.

The list of 120-hour baccalaureate degree programs previously presented to the Board of Trustees has been updated.

Supporting materials (following pages): (1) ADHE form LON-11R for each of the degrees listed above; (2) updated list of 120-hour baccalaureate programs.

LETTER OF NOTIFICATION – 11R

REVISION OF EXISTING DEGREE PROGRAM

(Act 747)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn
Associate Provost and CIO
Email: jona@uca.edu

3. Title of degree program

BA, Art (concentration in Art Education)

4. CIP Code

50.0701

5. Degree Code

1250

6. Effective Date

Immediately

7. Reason for proposed change

Act 747 of 2011 specifies that most baccalaureate degrees must require no more than 120 semester credit hours.

8. Provide current and revised curriculum outline. (Indicate total credit hours for current degree and total credit hours for revised degree.)

Attached:
Former curriculum (127 SCH): <ba-500701-1250-art-arted-before.pdf>
Revised curriculum (120 SCH): <ba-500701-1250-art-arted-after.pdf>

9. Institutional curriculum committee review/approval date for revised degree:

December 10,2013, Undergraduate Council
December 18, 2013, Council of Deans

10 Provide additional program information requested by ADHE staff.

Upon request.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ Date: 12/19/2013

LETTER OF NOTIFICATION – 11R

REVISION OF EXISTING DEGREE PROGRAM

(Act 747)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn
Associate Provost for Academic Services and Student Success
Email: jona@uca.edu

3. Title of degree program

BFA, Studio Art

4. CIP code

50.0701

5. Degree code

2060

6. Effective date

Immediately

7. Reason for proposed change

Act 747 of 2011 specifies that most baccalaureate degrees must require no more than 120 semester credit hours.

8. Provide current and revised curriculum outline. (Indicate total credit hours for current degree and total credit hours for revised degree.)

Attached:
Current curriculum (127 SCH): < bfa-500701-2060-studioart-before.pdf>
Revised curriculum (120 SCH): < bfa-500701-2060-studioart-after.pdf>

9. Institutional curriculum committee review/approval date for revised degree:

December 10, 2013, Undergraduate Council
December 18, 2013, Council of Deans

10 Provide additional program information requested by ADHE staff.

Upon request.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ Date: 12/19/2013

LETTER OF NOTIFICATION – 11R

REVISION OF EXISTING DEGREE PROGRAM

(Act 747)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn
Associate Provost for Academic Services and Student Success
Email: jona@uca.edu

3. Title of degree program

BS, Kinesiology

4. CIP code

31.0505

5. Degree code

2815

6. Effective date

Immediately

7. Reason for proposed change

Act 747 of 2011 specifies that most baccalaureate degrees must require no more than 120 semester credit hours.

8. Provide current and revised curriculum outline. (Indicate total credit hours for current degree and total credit hours for revised degree.)

Attached:
Current curriculum (128 SCH): < bs-310505-2815-kped-before.pdf >
Revised curriculum (120 SCH): < bs-310505-2815-kped-after.pdf >

9. Institutional curriculum committee review/approval date for revised degree:

December 10, 2013, Undergraduate Council
December 18, 2013, Council of Deans

10 Provide additional program information requested by ADHE staff.

Upon request.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ Date: 12/19/2013

LETTER OF NOTIFICATION – 11R

REVISION OF EXISTING DEGREE PROGRAM

(Act 747)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn
Associate Provost for Academic Services and Student Success
Email: jona@uca.edu

3. Title of degree program

BS, Athletic Training

4. CIP code

51.0913

5. Degree code

2205

6. Effective date

Fall 2014

7. Reason for proposed change

Act 747 of 2011 specifies that most baccalaureate degrees must require no more than 120 semester credit hours.

8. Provide current and revised curriculum outline. (Indicate total credit hours for current degree and total credit hours for revised degree.)

Attached:
Current curriculum (121 SCH): < bs-510913-2205-athltr-before.pdf >
Revised curriculum (120 SCH): < bs-510913-2205-athltr-after.pdf >

9. Institutional curriculum committee review/approval date for revised degree:

December 10, 2013, Undergraduate Council
December 18, 2013, Council of Deans

10 Provide additional program information requested by ADHE staff.

Upon request.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ Date: 12/19/2013

LETTER OF NOTIFICATION – 11R

REVISION OF EXISTING DEGREE PROGRAM

(Act 747)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn
Associate Provost and CIO
Email: jona@uca.edu

3. Title of degree program

BSE, Kinesiology and Physical Education [A name-change – to Physical Education Teacher Education – is being submitted separately.]

4. CIP Code

13.1314

5. Degree Code

2830

6. Effective Date

Immediately

7. Reason for proposed change

Act 747 of 2011 specifies that most baccalaureate degrees must require no more than 120 semester credit hours.

8. Provide current and revised curriculum outline. (Indicate total credit hours for current degree and total credit hours for revised degree.)

Attached:

Current curriculum (130 SCH): <bse-131314-2830-pete-before.pdf>
Revised curriculum (120 SCH): <bse-131314-2830-pete-after.pdf>

9. Institutional curriculum committee review/approval date for revised degree:

January 21, 2014, Undergraduate Council
January 27, 2014, Council of Deans

10 Provide additional program information requested by ADHE staff.

Upon request.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ Date: 01/28/2014

ACT 747 120-Hour Programs		As of February 22, 2013	Undergraduate Council	Council of Deans
	Degree	**Concentration/Emphasis/Track**	**Approval Date**	**Approval Date**
College of Business Administration				
College of Business Administration	BBA		Oct. 5, 2011	Nov. 2, 2011
Accounting	BBA		Oct. 5, 2011	Nov. 2, 2011
Economics	BA	International Trade	Oct. 5, 2011	Nov. 2, 2011
Economics	BS		Oct. 5, 2011	Nov. 2, 2011
Economics	BBA		Oct. 5, 2011	Nov. 2, 2011
Finance	BBA		Oct. 5, 2011	Nov. 2, 2011
Insurance & Risk Management	BBA		Oct. 5, 2011	Nov. 2, 2011
Management Information Systems	BBA		Oct. 5, 2011	Nov. 2, 2011
Management	BBA		Oct. 5, 2011	Nov. 2, 2011
Marketing	BBA		Oct. 5, 2011	Nov. 2, 2011
College of Fine Art and Communication				
Art	BA	Fine Arts	Jan. 24, 2012	Feb. 1, 2012
Art	BA	Art History	Jan. 24, 2012	Feb. 1, 2012
Art	BA	Art Education	Dec. 10, 2013	Dec. 18, 2013
Creative Writing	BA		Dec. 15, 2011	Feb. 1, 2012
Digital Filmmaking	BA		Nov. 15, 2011	Dec. 7, 2011
Digital Filmmaking	BS		Nov. 15, 2011	Dec. 7, 2011
Journalism	BA		Nov. 15, 2011	Dec. 7, 2011
Journalism	BS		Nov. 15, 2011	Dec. 7, 2011
Linguistics	BA		Dec. 15, 2011	Feb. 1, 2012
Mass Communication	BA		Nov. 15, 2011	Dec. 7, 2011
Mass Communication	BS		Nov. 15, 2011	Dec. 7, 2011
Music	BA		Jan. 24, 2012	Feb. 1, 2012
Public Relations	BA		Dec. 15, 2011	Feb. 1, 2012

ACT 747 120-Hour Programs		As of February 22, 2013	Undergraduate Council	Council of Deans
Public Relations	BS		Dec. 15, 2011	Feb. 1, 2012
Speech Communication	BA		Dec. 15, 2011	Feb. 1, 2012
Speech Communication	BS		Dec. 15, 2011	Feb. 1, 2012
Studio Art	BFA		Dec. 10, 2013	Dec. 18, 2013
Theatre	BA		Nov. 15, 2011	Dec. 7, 2011
Theatre	BS		Nov. 15, 2011	Dec. 7, 2011
Writing	BA		Dec. 15, 2011	Feb. 1, 2012
College of Health and Behavioral Sciences				
Addiction Studies	BS		Dec. 15, 2011	Feb. 1, 2012
Athletic Training	BS		Dec. 10, 2013	Dec. 18, 2013
Family and Consumer Sciences	BS		Dec. 15, 2011	Feb. 1, 2012
Family and Consumer Sciences	BSE		Apr. 16, 2013	Apr. 24, 2013
Health Sciences	BS	Occupational Therapy	Oct. 5, 2011	Nov. 2, 2011
Health Sciences	BS	Physical Therapy	Oct. 5, 2011	Nov. 2, 2011
Health Sciences	BS	Gerontology	Dec. 15, 2011	Feb. 1, 2012
Health Sciences	BS	Health Services Administration	Dec. 15, 2011	Feb. 1, 2012
Health Education	BS		Dec. 15, 2011	Feb. 1, 2012
Interior Design	BS		Dec. 15, 2011	Feb. 1, 2012
Interior Design	BS		Dec. 15, 2011	Feb. 1, 2012
Kinesiology	BS		Dec. 10, 2013	Dec. 18, 2013
Medical Technology	BS		Dec. 15, 2011	Feb. 1, 2012
Nuclear Medicine Technology	BS		Dec. 15, 2011	Feb. 1, 2012
Nursing	BSN		Apr. 16, 2013	Apr. 24, 2013
Nutrition	BS		Dec. 15, 2011	Feb. 1, 2012
Physical Education Teacher Ed	BSE		Jan. 21, 2014	Jan. 27, 2014
Professional Studies	BPS		Dec. 15, 2011	Feb. 1, 2012
Psychology and Counseling	BA		Oct. 5, 2011	Nov. 2, 2011
Psychology and Counseling	BS		Oct. 5, 2011	Nov. 2, 2011
Speech-Language Pathology	BS		Oct. 5, 2011	Nov. 2, 2011

ACT 747 120-Hour Programs		As of February 22, 2013	Undergraduate Council	Council of Deans
College of Liberal Arts				
English	BA		Oct. 5, 2011	Nov. 2, 2011
Geography	BA		Oct. 5, 2011	Nov. 2, 2011
Geography	BS		Oct. 5, 2011	Nov. 2, 2011
Interdisciplinary Liberal Studies	BA		Oct. 5, 2011	Nov. 2, 2011
African & African-American Studies	BA		Oct. 5, 2011	Nov. 2, 2011
History	BA		Oct. 5, 2011	Nov. 2, 2011
History	BS		Oct. 5, 2011	Nov. 2, 2011
Philosophy	BA		Oct. 5, 2011	Nov. 2, 2011
Philosophy	BS		Oct. 5, 2011	Nov. 2, 2011
Religious Studies	BA		Oct. 5, 2011	Nov. 2, 2011
International Studies	BA		Oct. 5, 2011	Nov. 2, 2011
Political Science	BA		Oct. 5, 2011	Nov. 2, 2011
Political Science	BS		Oct. 5, 2011	Nov. 2, 2011
Public Administration	BS		Oct. 5, 2011	Nov. 2, 2011
Social Studies – History	BSE		Apr. 16, 2013	Apr. 24, 2013
Sociology	BA		Oct. 5, 2011	Nov. 2, 2011
Sociology	BS		Oct. 5, 2011	Nov. 2, 2011
Modern Languages	BA		Oct. 5, 2011	Nov. 2, 2011
Modern Languages	BA	Teacher Licensure	Oct. 5, 2011	Nov. 2, 2011
College of Natural Sciences and Mathematics				
Biology	BS		Dec. 15, 2011	Feb. 1, 2012
Chemistry	BS		Nov. 15, 2011	Dec. 7, 2011
Chemistry	BS	ACS Standard Track	Nov. 15, 2011	Dec. 7, 2011
Computer Science	BS		Nov. 15, 2011	Dec. 7, 2011
Environmental Science	BS		Jan. 24, 2012	Feb. 1, 2012
Mathematics	BA		Nov. 15, 2011	Dec. 7, 2011
Mathematics	BS		Nov. 15, 2011	Dec. 7, 2011

ACT 747 120-Hour Programs		As of February 22, 2013	Undergraduate Council	Council of Deans
Applied Mathematics	BS		Nov. 15, 2011	Dec. 7, 2011
Physics and Astronomy	BS	Physics	Nov. 15, 2011	Dec. 7, 2011
Physics and Astronomy	BS	Applied	Nov. 15, 2011	Dec. 7, 2011
Physics and Astronomy	BS	Biological	Nov. 15, 2011	Dec. 7, 2011
Physics and Astronomy	BS	Chemical	Nov. 15, 2011	Dec. 7, 2011
Physics and Astronomy	BS	Mathematical	Nov. 15, 2011	Dec. 7, 2011
Physics and Astronomy	BS	Physical Science	Nov. 15, 2011	Dec. 7, 2011
Physics and Astronomy	BS	General Science, options A and B	Nov. 15, 2011	Dec. 7, 2011

Notification: Revisions, Deletions, and Name Changes in Teacher Education Programs

The Professional Education Unit has recommended, and the president and provost have approved, a series of revisions and deletions in teacher education programs. A summary of the changes is followed by supporting materials: (1) UCA curriculum forms for each change, (2) ADE submission forms where relevant, and (3) ADHE letters of notification for each change where relevant.

(1) Changes to the BSE in Middle Level Education

Changes have been made in the Middle Level Education licensure program to meet recent Arkansas Department of Education (ADE) curriculum changes, reduce program hours in compliance with Act 747 of 2011 (see request for a waiver in the action agenda), and align the program with new national standards in middle level education. Changes include use of the new UCA Lower-Division Core (38 hours); implementation of new courses and revision of others; allowing middle-level education students to choose any two of the four major content areas in accordance with ADE guidelines; and ensuring alignment of the program with national and state standards, especially state content competencies and InTASC standards.

(2) Changes to the BSE in Early Childhood Education (P–4)

The Early Childhood Education (P–4) program has been revised and renamed to meet the Arkansas Competencies for Elementary K–6 Teachers, Arkansas Teaching Standards (InTASC), and the Association of Childhood Education International (ACEI) Standards. The new plan of study submitted to ADE and ADHE indicates existing professional education courses from the P–4 Early Childhood Education program which were revised to meet K–6 competencies and standards, as well as new professional education courses. While every effort was made to limit credit hours as required by ACT 747, the revised K-6 program necessitates a minimum of 123 hours to meet all the required competencies and standards and to cover grades K–6. (See the Act 747 waiver request in the action agenda.)

(3) Environmental Science Majors Eligible for STEM Education Minor

The STEMteach program allows mathematics and science majors to complete the STEM Education Minor in order to add a teaching license to their respective bachelor of science degrees. The program currently specifies that eligible science majors are those earning a BS degree in chemistry, biology, physics, and general sciences. Environmental Science majors (biology and chemistry tracks) also complete sufficient coursework to be eligible for a teaching license provided that they complete the STEM Education Minor. This proposal adds the BS in Environmental Science (biology and chemistry tracks) degree to the STEMteach program as another permitted science degree. Original proposal documents have been updated and will be resubmitted to ADE and ADHE.

(4) BA in Modern Languages: K–12 Licensure, Teaching and Learning Minor

Arkansas licensure in foreign language teaching is moving from P–12 to K–12, and the Department of World Languages, Literatures, and Cultures has revised its curriculum for the

Modern Languages program's tracks in French and Spanish with licensure to reflect that change. In addition, these degree tracks now use the recently approved Teaching and Learning minor to provide 20 hours of the professional education courses required for teacher licensure.

(5) Deletion of the P–4 Track in the Master of Arts in Teaching (MAT) Program

The P–4 Early Childhood Education track has been deleted from the MAT program as mandated by the Arkansas Department of Education because of licensure area changes. The last candidates for early childhood licensure were admitted in fall 2013.

(6) Name Change, Office of Professional Field Services

The Office of Professional Field Services in the College of Education has been renamed the Office of Candidate Services. This reflects current usage and better describes the range of services provided by this office to teacher education candidates.

Supporting documents for Item 1: Changes to the BSE in Middle Level Education

Curriculum Form 2-A

UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: Action Item

☐ GENERAL EDUCATION COUNCIL ☒ UNDERGRADUATE COUNCIL ☐ GRADUATE COUNCIL

Department/program area: Teaching and Learning Date: 9/15/2013

Check area of change and supply requested information. Attach required documentation.

☒ Change in semester credit hour requirements for a major or minor

Current requirement: 132 Proposed requirement: 121-122 (math/science option 122

☐ Change course(s) from an elective to a requirement in a major or minor

Subject prefix: Course number(s):

☐ Change course(s) from a requirement to an elective in a major or minor when the change affects total hours and/or affects another department/program area

Subject prefix: Course number(s):

☐ Approval of existing course(s) as General Education course(s). see Curriculum Form 4 for required documentation.

Subject prefix: Course number(s):

☐ Change level of course (e.g. change from 2000- to 4000-level course number)

Program prefix: Current course number(s): Proposed number(s):

☐ Change in credit hour value of course(s) (e.g., change 3-hour to 2-hour course or change to variable credit)

Current course number: Proposed course number(s):

☐ Deletion of course when the change affects total hours and/or affects another department/program area (Note: Once a course is deleted, it can be reinstated only through the new course proposal process.)

Subject prefix: Course number:

☐ Prerequisite change increasing total hours for a major or minor and/or affecting another department/program area

Current hours: Proposed hours:

☐ Other (specify):

Required documentation: attach documents detailing and justifying the proposed curricular change.

Proposed effective date of change (term and year): January 2014

Change recommended by

Department Curriculum Committee — Date: 9-26-13

Department Chair — Date: 9/26/13

College Curriculum & Assessment Committee — Date: 10-7-13

College Dean — Date: 10-8-13

Professional Education Council — Date: 10/28/2013

General Education Council — Date:

Undergraduate Council — Date: 11-19-13

Graduate Council — Date:

Council of Deans — Date: 12-4-13

Change approved by

Provost — Date: 12/5/2013

Change recorded by

Undergraduate/Graduate Studies, Registrar — Date: 12/10/13

Rev. 04/2002, updated 10/2007, extended 11/2012

LETTER OF NOTIFICATION - E

(Existing Education Certificate or Degree)

1. Institution submitting request

University of Central Arkansas

2. Education program contact person/title

Kathleen Atkins, Chair, Department of Early Childhood and Special Education

3. Telephone number/e-mail address

(501) 450-5441 / katkins@uca.edu

4. Name of education certificate or degree/program level

Existing Program: BSE, Early Childhood Education, P–4 Licensure
Proposed Name: Elementary Education K-6

5. Proposed effective date

Fall 2014

6. Current CIP code

13.1209 (existing)
13.1202 (proposed)

7. Description of program changes

The existing Early Childhood Education P-4 curriculum has been revised to meet the new Arkansas licensure area, Elementary Education K-6. The revised curriculum is aligned to Arkansas Competencies for Elementary K–6 Teachers, Arkansas Teaching Standards (InTASC), and Association of Childhood Education International (ACEI) Standards. A detailed description of the program revision is outlined in the attached ADE document.

8. Mode of delivery (type "x" by all that apply):

__X__ **On-Campus**

____ **New Off-Campus Location**

Provide copy of written notification (via e-mail) to other Arkansas institutions of the proposed programs, and their responses.

Indicate distance of proposed site from main campus: _____

____ **New Distance Technology Program**
(50% of program offered by distance technology)

Submit copy of written notification (e-mail) to Higher Learning Commission if proposed program will be offered 100% asynchronously.

List existing education certificate or degree programs offered by distance technology.

9. List existing certificate or degree programs that support the proposed program.

N/A

10. Provide other information pertinent to the submitted change. Attach required ADE forms.

Attached.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ 12/19/2013

SIGNATURE DATE

[UCA form updated 2013-08-23]

Arkansas Department of Education

Professional Education Program Proposal

COVER SHEET

Institution: University of Central Arkansas **Date submitted:** _____

Program contact: Tammy Benson **Position/Title:** Chair, Dept. of Teaching and Learning

Phone: (501) 852-2965 **Email:** tammyb@uca.edu

Program name: BSE, Middle Level Education **CIP code:** 13.1203

Degree or award level (BS, MAT, post-baccalaureate, etc.): BSE

Is this program intended to prepare candidates for educator licensure in Arkansas? X **Yes** ____ **No**

If yes, indicate the title and grade range of the license for which the candidates will be prepared:

Title: Middle Level (choose two content areas) **Grade Range:** 4–8

Proposal is for:

_____	**New Educator Licensure Program** (Complete Section A)
_____	**New Educator Licensure Program with Distance Learning Technology *** (Complete Sections A and D)
_____	**New Educator Licensure Endorsement Program** (Complete Section B)
_____	**New Educator Licensure Endorsement Program with Distance Learning Technology *** (Complete Sections B and D)
X	**Revision(s) to an Approved Licensure Program** (Complete Section C)
_____	**Revision(s) to an Approved Program to include Distance Learning Technology *** (Complete Sections C and D)
_____	**Converting a Traditional Program to a Distance Learning Technology Program *** (Complete Sections C and D)

* At least 50% of the curriculum is delivered via on-line distance learning technology.

The portion of the proposed program to be delivered via on-line distance learning technology: 25%

Proposed starting date for the program: Spring 2014

Will this program be offered at more than one site? ___ **Yes** X **No**

Note: Prior approval by AHECB is required for Arkansas public institutions and institutions certified under Ark. Code Ann. §6-61-301 to offer programs at off-campus sites.

If yes, list the sites where the program will be offered:

N/A

Supporting documents for Item 2: Changes to the BSE in Early Childhood Education

Curriculum Form 2-A

UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: Action Item

☐ GENERAL EDUCATION COUNCIL ☒ UNDERGRADUATE COUNCIL ☐ GRADUATE COUNCIL

Department/program area **Early Childhood and Special Education** Date **10/15/2013**

Check area of change and supply requested information. Attach required documentation.

☒ Change in semester credit hour requirements for a major or minor
Current requirement ~~120-128~~ 124 Proposed requirement **123**

☐ Change course(s) from an elective to a requirement in a major or minor
Subject prefix _____ Course number(s) _____

☐ Change course(s) from a requirement to an elective in a major or minor when the change affects total hours and/or affects another department/program area
Subject prefix _____ Course number(s) _____

☐ Approval of existing course(s) as General Education course(s). see Curriculum Form 4 for required documentation.
Subject prefix _____ Course number(s) _____

☐ Change level of course (e.g. change from 2000- to 4000-level course number)
Program prefix _____ Current course number(s) _____ Proposed number(s) _____

☐ Change in credit hour value of course(s) (e.g., change 3-hour to 2-hour course or change to variable credit)
Current course number _____ Proposed course number(s) _____

☐ Deletion of course when the change affects total hours and/or affects another department/program area (Note: Once a course is deleted, it can be reinstated only through the new course proposal process.)
Subject prefix _____ Course number _____

☐ Prerequisite change increasing total hours for a major or minor and/or affecting another department/program area
Current hours _____ Proposed hours _____

☒ Other (specify): **Change of program name from Early Childhood Education P-4 to Elementary Education K-6**

Required documentation: attach documents detailing and justifying the proposed curricular change.

Proposed effective date of change (term and year): **Fall 2014**

Change recommended by

Department Curriculum Committee	10-29-13 Date	Professional Education Council	11/25/13 Date
Department Chair	10-29-13 Date	General Education Council	Date
College Curriculum & Assessment Committee	11-13-13 Date	Undergraduate Council	12-10-13 Date
College Dean	11-13-13 Date	Graduate Council	Date
		Council of Deans	for Robin Voss 12/18/2013 Date

Change approved by

Provost	12/19/2013 Date

Change recorded by

Undergraduate/Graduate Studies, Registrar	Date

NOTE: During the academic year, curriculum change proposals must be received by the appropriate university Council at least one month before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

LETTER OF NOTIFICATION - E

(Existing Education Certificate or Degree)

1. Institution submitting request

University of Central Arkansas

2. Education program contact person/title

Kathleen Atkins, Chair, Department of Early Childhood and Special Education

3. Telephone number/e-mail address

(501) 450-5441 / katkins@uca.edu

4. Name of education certificate or degree/program level

Existing Program: BSE, Early Childhood Education, P–4 Licensure
Proposed Name: Elementary Education K-6

5. Proposed effective date

Fall 2014

6. Current CIP code

13.1209 (existing)
13.1202 (proposed)

7. Description of program changes

The existing Early Childhood Education P-4 curriculum has been revised to meet the new Arkansas licensure area, Elementary Education K-6. The revised curriculum is aligned to Arkansas Competencies for Elementary K–6 Teachers, Arkansas Teaching Standards (InTASC), and Association of Childhood Education International (ACEI) Standards. A detailed description of the program revision is outlined in the attached ADE document.

8. Mode of delivery (type "x" by all that apply):

__X__ **On-Campus**

____ **New Off-Campus Location**

Provide copy of written notification (via e-mail) to other Arkansas institutions of the proposed programs, and their responses.

Indicate distance of proposed site from main campus: _____

____ **New Distance Technology Program**
(50% of program offered by distance technology)

Submit copy of written notification (e-mail) to Higher Learning Commission if proposed program will be offered 100% asynchronously.

List existing education certificate or degree programs offered by distance technology.

9. List existing certificate or degree programs that support the proposed program.

N/A

10. Provide other information pertinent to the submitted change. Attach required ADE forms.

Attached.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ 12/19/2013

SIGNATURE DATE

[UCA form updated 2013-08-23]

LETTER OF NOTIFICATION – 1

NAME CHANGE OF EXISTING CERTIFICATE, DEGREE, MAJOR, OPTION, OR ORGANIZATIONAL UNIT

(No change in curriculum, emphasis, or organizational structure)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn

3. Phone number/e-mail address

(501) 450-3126
jona@uca.edu

4. Proposed effective date

Fall 2014

5. Current title of degree/certificate program

BSE, Early Childhood Education, P–4

6–7. N/A

8. Proposed name of certificate/degree

BSE, Elementary Education, K–6

9–10. N/A

11. CIP code

Existing: 13.1209 / Proposed: 13.1202

12. Degree code

3756

13. Reason for proposed action

Arkansas teacher licensure change from P–4 Early Childhood Education to K–6 Elementary Education. See included LON-E and ADE documentation for changes in the curriculum.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ 12/19/2013
SIGNATURE DATE

[UCA form updated 2012-06-01]

Arkansas Department of Education

Professional Education Program Proposal

COVER SHEET

Institution: University of Central Arkansas **Date submitted:** 1/1/2014

Program contact: Kathleen Atkins **Position/Title:** Chair, Early Childhood and Special Ed

Phone: (501) 450-5441 **Email:** katkins@uca.edu

Program name: P–4 Licensure (see below for title change) **CIP code:** 13.1209 (new: 13.1202)

Degree or award level (BS, MAT, post-baccalaureate, etc.): BSE

Is this program intended to prepare candidates for educator licensure in Arkansas? X **Yes** ____ **No**

If yes, indicate the title and grade range of the license for which the candidates will be prepared:

Title: Proposed: Elementary Education K–6 **Grade Range:** K–6

Proposal is for:

____ **New Educator Licensure Program**
(Complete Section A)

____ **New Educator Licensure Program with Distance Learning Technology ***
(Complete Sections A and D)

____ **New Educator Licensure Endorsement Program**
(Complete Section B)

____ **New Educator Licensure Endorsement Program with Distance Learning Technology ***
(Complete Sections B and D)

X **Revision(s) to an Approved Licensure Program**
(Complete Section C)

____ **Revision(s) to an Approved Program to include Distance Learning Technology ***
(Complete Sections C and D)

____ **Converting a Traditional Program to a Distance Learning Technology Program ***
(Complete Sections C and D)

* At least 50% of the curriculum is delivered via on-line distance learning technology.

The portion of the proposed program to be delivered via on-line distance learning technology: 0%

Proposed starting date for the program: Fall 2014

Will this program be offered at more than one site? ___ **Yes** X **No**

Note: Prior approval by AHECB is required for Arkansas public institutions and institutions certified under Ark. Code Ann. §6-61-301 to offer programs at off-campus sites.

If yes, list the sites where the program will be offered:

N/A

Supporting document for Item 3: Environmental Science Majors Eligible for STEM Education Minor

Curriculum Form 2-I

UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: Information Item

☐ GENERAL EDUCATION COUNCIL ☒ UNDERGRADUATE COUNCIL ☐ GRADUATE COUNCIL

Department/program area: Dept. of Teaching & Learning/CNSM STEM Education Minor Date 09/09/2013

Check area of change and supply requested information. Attach required documentation.

☐ Change in course title

Subject prefix _____ Course number _____

Current course title _____

New short title(30) _____

New long title (100) _____

☐ Change course(s) from a requirement to an elective in a major or minor when the change does not affect total hours and does not affect another department or program area

Subject prefix _____ Course number(s) _____

☐ Deletion of course(s) when the change does not affect total hours and does not affect another department or program area (Note: Once a course has been deleted, it can be reinstated only through the new course proposal process.)

Subject prefix _____ Course number(s) _____

☐ Prerequisite change not increasing total hours for a major or minor and not affecting another department or program area (Provide full details of prerequisite change in attached documentation.)

☐ Nonsubstantive editorial change of course description(s) for Bulletin (Provide full details, including current and new course description(s), in attached documentation.)

Subject prefix _____ Course number(s) _____

☐ Conversion of existing traditional program to allow electronic delivery (Justify change, verify that the converted program will meet standards in UCA Principles for Electronically Offered Instruction, and include completed ADHE Form LON-13.)

Identify program (and attach documentation): _____

☒ Other (specify): Add B.S. in Environmental Science (Biology and Chemistry tracks only) as an option for the STEM Education Minor. This degree program was inadvertently omitted from the original curriculum submission. Previously approved information available at http://uca.edu/ubulletin2013/colleges-departments-programs/interdisciplinary-programs/stem-education-minor-uca-stemteach/ (See attached.)

Required documentation: attach additional sheet(s) detailing and justifying the curricular change.

Proposed effective date of change (term and year): _____

Change recognized by

Department Curriculum Committee	9-9-13	Debbie Barnes	9/20/2013
Department Chair	9/15/13	Professional Education Council	Date
College Curriculum & Assessment Committee	9-22-13	General Education Council	Date
College Dean	9-12-13	Undergraduate Council	10-15-13
		Graduate Council	Date
		Council of Deans	10-23-2013

Change approved by

Provost 10/26/2013 Date

Change recorded by

Undergraduate/Graduate Studies Registrar 11/6/13 Date

Supporting document for Item 4: BA in Modern Languages with K–12 Licensure, Teaching and Learning Minor

CURRICULUM FORM 2-I

UNIVERSITY OF CENTRAL ARKANSAS

Proposal for Curriculum Change: Information Item

☐ GENERAL EDUCATION COUNCIL ☒ UNDERGRADUATE COUNCIL ☐ GRADUATE COUNCIL

Department/program area: World Languages Date April 1, 2013

Check area of change and supply requested information. Attach required documentation.

☐ Change in course title

Subject prefix _____ Course number _____

Current course title _____

New short title(30) _____

New long title (100) _____

☐ Change course from a requirement to an elective in a major or minor when the change does not affect total hours and does not affect another department or program area

Subject prefix _____ Course number _____

☐ Deletion of course when the change does not affect total hours and does not affect another department or program area (Note: Once a course has been deleted, it can be reinstated only through the new course proposal process.)

Subject prefix _____ Course number _____

☐ Prerequisite change not increasing total hours for a major or minor and not affecting another department or program area (Provide full details of prerequisite change in attached documentation.)

☐ Nonsubstantive editorial change of course description for *Bulletin* (Provide full details, including current and new course description, in attached documentation.)

Subject prefix _____ Course number _____

☐ Conversion of existing traditional program to allow electronic delivery (Justify change, verify that the converted program will meet standards in UCA Principles for Electronically Offered Instruction, and include completed ADHE Form LDN-13.)

Identify program (and attach documentation): _____

☒ Other (specify): Notification of ADHE concerning K-12 licensure and UCA's new Teaching and Learning minor

Required documentation: attach additional sheet(s) detailing and justifying the curricular change.

Proposed effective date of change (term and year): Spring 2014

Change recognized by

Department Curriculum Committee — Date 4/1/13

Department Chair — Date 4-1-13

College Curriculum & Assessment Committee — Date 4/30/13

College Dean — Date 5/1/13

Professional Education Council — Date 5/7/13

General Education Council — Date

Undergraduate Council — Date 6-25-13

Graduate Council — Date

Council of Deans — Date 7-24-2013

Change approved by

Provost — Date 8/7/2013

Change recorded by

Undergraduate/Graduate Studies, Registrar — Date

NOTE: During the academic year, curriculum change proposals must be received by the General Education Council or the Undergraduate and/or Graduate Council at least one month before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

Revised August 2006, Corrected and Updated October 2007

LETTER OF NOTIFICATION – 11R

REVISION OF EXISTING DEGREE PROGRAM

(Act 747 / P–12 to K–12 Licensure / Teaching and Learning Minor)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn

Associate Provost and CIO

Email: jona@uca.edu

3. Title of degree program

BA, Modern Languages, teacher education tracks in French and Spanish

4. CIP Code

16.0101

5. Degree Code

1470

6. Effective Date

Immediately

7. Reason for proposed change

(1) Act 747 of 2011 specifies that most baccalaureate degrees must require no more than 120 semester credit hours. This notification confirms that the licensure tracks in this program are in line with the credit hours required for the non-licensure tracks. (2) The program has also been modified to accommodate the change in Arkansas teacher licensure from P–12 to K–12 and to use the recently approved Teaching and Learning minor for 20 hours in professional education courses.

8. Provide current and revised curriculum outline. (Indicate total credit hours for current degree and total credit hours for revised degree.)

Summary of required hours for both the current and revised curriculum outline:

UCA Lower-Division Core: 38 hours (3 hours double count, either FREN/SPAN 2320 or WLAN 2350)
Modern Languages major, with track in French or Spanish: 37 hours
Teacher Education requirements: 41 hours
General electives: 4 hours
Total hours required: 120 hours

Table 1: Previous Curriculum

BA, Modern Languages **French/Spanish Teacher Licensure Track**
1. A minimum of 34 hours in the language of concentration (French or Spanish) at the 2310 level or above. These 34 hours must include the following in addition to the requirements in items 2 and 3 below: ◆ Courses 3300 and 3303 ◆ 3 hours of culture and civilization (FREN 3315, 3320, 3321, or 3350; SPAN 3312, 3313, 3315, or 4396) ◆ 3 hours of literature (FREN 3315, 3320, 3321, or 4395; SPAN 3315, 3320, 3321, or 4395). Note: FREN 3315 may not be taken twice in fulfillment of both the culture and literature area requirements. ◆ FREN/SPAN 4350 ◆ FREN/SPAN 4110: Senior Capstone Assessment
2. 3 hours World Languages / Linguistics (WLAN/LING 2350 or LING 2320)
3. 18 hours of electives in the language of concentration at the 2310 level or above
4. And . . . ◆ Satisfactory performance on proficiency tests upon entrance to and exit from the major program. ◆ A minimum grade of C in each course applying to the major program. ◆ Teacher candidates must graduate with at least a 2.75 GPA overall in major courses.
5. Teacher Education Program (41 hours) ◆ EDUC 1300 Education as a Profession ◆ EDUC 3309 Cultural Perspectives: Family, School, and Community Partnerships ◆ EDUC 3321 Introductory Strategies for Students with Diverse Learning Needs: Middle/Secondary ◆ MSIT 3310 Learning and Development ◆ MSIT 4305 Classroom Organization and Management ◆ WLAN 4315 Methods of Teaching Second Languages ◆ WLAN 4325 Second Language Acquisition ◆ WLAN 4330 Second Language Assessment ◆ EDUC 4210 Integrating Technology into Teaching and Learning ◆ WLAN 4350 Internship I ◆ WLAN 4690 Internship II ◆ WLAN 4691 Internship II

Table 2: Revised Curriculum

BA, Modern Languages **French/Spanish Teacher Licensure Track**
1. A minimum of 34 hours in the language of concentration (French or Spanish) at the 2310 level or above. These 34 hours must include the following in addition to the requirements detailed in items 2 and 3 below: ◆ Courses 3300 and 3303 ◆ 3 hours of culture and civilization (FREN 3315, 3320, 3321, or 3350; SPAN 3312, 3313, 3315, or 4396) ◆ 3 hours of literature (FREN 3315, 3320, 3321, or 4395; SPAN 3315, 3320, 3321, or 4395). Note: FREN 3315 may not be taken twice in fulfillment of both the culture and literature area requirements. ◆ FREN/SPAN 4350 ◆ FREN/SPAN 4110: Senior Capstone Assessment
2. 3 hours World Languages / Linguistics (WLAN/LING 2350 or LING 2320)
3. 18 hours of electives in the language of concentration at the 2310 level or above
4. And . . . ◆ Satisfactory performance on proficiency tests upon entrance to and exit from the major program. ◆ A minimum grade of C in each course applying to the major program. ◆ Teacher candidates must graduate with at least a 2.75 GPA overall in major courses.

5. Teacher Education Program

Teaching and Learning Minor (20 hours)

- EDUC 1300 Education as a Profession
- EDUC 3322 Diverse Learners in Inclusive Settings
- MSIT 3310 Learning and Development
- MSIT 4305 Classroom Management
- MSIT 4325 Disciplinary Literacy
- WLAN 4330 Second Language Assessment

Additional Licensure Requirements (21 hours)

- WLAN 4315 Methods of Teaching Second Languages
- WLAN 4325 Second Language Acquisition
- EDUC 4210 Integrating Technology into Teaching and Learning
- WLAN 4350 Internship I
- WLAN 4690 Internship II
- WLAN 4691 Internship II

9. Institutional curriculum committee review/approval date for revised degree:

May 7, 2013, Professional Education Council
June 25, 2013: Undergraduate Council
July 24, 2013: Council of Deans

10 Provide additional program information requested by ADHE staff.

Upon request.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ Date: 8/7/2013

Supporting document for Item 5: Deletion of the P–4 Track in the Master of Arts in Teaching (MAT) Program

Curriculum Form 2-I

UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: Information Item

☐ GENERAL EDUCATION COUNCIL ☐ UNDERGRADUATE COUNCIL ☒ GRADUATE COUNCIL

Department/program area: Teaching and Learning Master of Arts in Teaching Date 10/28/2013

Check area of change and supply requested information. Attach required documentation.

☐ Change in course title
Subject prefix _____ Course number _____
Current course title _____
New short title(30) _____
New long title (100) _____

☐ Change course(s) from a requirement to an elective in a major or minor when the change does not affect total hours and does not affect another department or program area
Subject prefix _____ Course number(s) _____

☐ Deletion of course(s) when the change does not affect total hours and does not affect another department or program area (Note: Once a course has been deleted, it can be reinstated only through the new course proposal process.)
Subject prefix _____ Course number(s) _____

☐ Prerequisite change not increasing total hours for a major or minor and not affecting another department or program area (Provide full details of prerequisite change in attached documentation.)

☐ Nonsubstantive editorial change of course description(s) for *Bulletin* (Provide full details, including current and new course description[s], in attached documentation.)
Subject prefix _____ Course number(s) _____

☐ Conversion of existing traditional program to allow electronic delivery (Justify change, verify that the converted program will meet standards in UCA Principles for Electronically Offered Instruction, and include completed ADHE Form LON-13.)
Identify program (and attach documentation): _____

☒ Other (specify): Deletion of P-4 Early Childhood Track as mandated by the Arkansas Department of Education

Required documentation: attach additional sheet(s) detailing and justifying the curricular change.

Proposed effective date of change (term and year): January 2014

Change recommended by:

Department Curriculum Committee	10/28/13	Professional Education Council	10/29/2013
Department Chair	10/28/13	General Education Council	
College Curriculum & Assessment Committee	10-28-13	Undergraduate Council	
College Dean	10-28-2013	Graduate Council	11/21/2013
		Council of Deans	12/11/13

Change approved by:

Provost	12/16/2013	Undergraduate/Graduate Studies, Registrar	1/2/14

NOTE: During the academic year, curriculum change proposals must be received by the appropriate university council at least one month before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

REC'D UCA GRADUATE SCHOOL

Rev. 08/2006; corr., updated10/2007; extended 11/2012

Supporting document for Item 6: Name Change, Office of Professional Field Services

Curriculum Form 2-A

UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: ~~Action~~ Item
Information

☐ GENERAL EDUCATION COUNCIL ☒ UNDERGRADUATE COUNCIL ☐ GRADUATE COUNCIL

Department/program area **Professional Field Services or Candidate Services and Field Experience** Date **8/14/2013**

Check area of change and supply requested information. Attach required documentation.

☐ Change in semester credit hour requirements for a major or minor
Current requirement _____ Proposed requirement _____

☐ Change course(s) from an elective to a requirement in a major or minor
Subject prefix _____ Course number(s) _____

☐ Change course(s) from a requirement to an elective in a major or minor when the change affects total hours and/or affects another department/program area
Subject prefix _____ Course number(s) _____

☐ Approval of existing course(s) as General Education course(s). see Curriculum Form 4 for required documentation.
Subject prefix _____ Course number(s) _____

☐ Change level of course (e.g. change from 2000- to 4000-level course number)
Program prefix _____ Current course number(s) _____ Proposed number(s) _____

☐ Change in credit hour value of course(s) (e.g., change 3-hour to 2-hour course or change to variable credit)
Current course number _____ Proposed course number(s) _____

☐ Deletion of course when the change affects total hours and/or affects another department/program area (Note: Once a course is deleted, it can be reinstated only through the new course proposal process.)
Subject prefix _____ Course number _____

☐ Prerequisite change increasing total hours for a major or minor and/or affecting another department/program area
Current hours _____ Proposed hours _____

☒ Other (specify): **Service unit name change from Professional Field Services/Candidate Services and Field Experience to Candidate Services** (Bulletin revisions attached)

Required documentation: attach documents detailing and justifying the proposed curricular change.

Proposed effective date of change (term and year): **January 1, 2014**

Change recommended by

Department Curriculum Committee	Date	Debbie Barnes Professional Education Council	9/23/2013 Date
Department Chair	Date	General Education Council	Date
College Curriculum & Assessment Committee	9-5-13 Date	Undergraduate Council	10-15-13 Date
College Dean	9-3-2013 Date	Graduate Council	Date
		Council of Deans	10-23-2013 Date

Change approved by

Provost	10/26/2013 Date	Undergraduate/Graduate Studies, Registrar	11/6/13 Date

LETTER OF NOTIFICATION – 1

NAME CHANGE OF EXISTING CERTIFICATE, DEGREE, MAJOR, OPTION, OR ORGANIZATIONAL UNIT

(No change in curriculum, emphasis, or organizational structure)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn

3. Phone number/e-mail address

(501) 450-3126
jona@uca.edu

4. Proposed effective date

January 1, 2014

5-6. N/A

7. Current title of organizational unit

Office of Professional Field Services (department code: 3311)

8-9. N/A

10. Proposed name of organizational unit

Office of Candidate Services

11-12. N/A

13. Reason for proposed action

Field Services have been moved to the academic departments. Admission to teacher education, licensure of educators, and technology services remain in this unit. The title "Candidate Services" better describes the College of Education service unit.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ 10/26/2013
SIGNATURE DATE

[UCA form updated 2012-06-01]

Notification: Changes to the MS Program in School Counseling

In response to changes in Arkansas school counseling licensing pathways, the Department of Leadership Studies and the College of Education have proposed, and the provost and president have approved, a series of changes in the university's MS program in School Counseling. These changes have been reviewed by all appropriate councils and administrators, and all have recommended adoption of the changes. Relevant supporting documents follow the summary of changes.

(1) Two Track System

The current MS program in School Counseling is a single-track program for individuals who hold a valid Arkansas teaching license and who desire to add the school counseling license to their teaching license. Recently, the Arkansas Department of Education approved new pathways for individuals to become licensed school counselors. One of the new pathways is for individuals who do not hold a teaching license and will not be required to hold such a license.

The department proposes to modify this program by creating two enrollment tracks: Track 1 will be the Add-On Licensure track for individuals who currently hold a valid Arkansas teaching license. Track 2 will be the Initial Licensure track for individuals who do not hold a valid Arkansas teaching license. This proposal will allow UCA to serve both those individuals who hold a valid teaching license and those individuals who do not hold a valid teaching license.

As currently proposed, the degree program's curriculum will remain unchanged. We are revising selected admission, retention, and graduation requirements that are unique to those who enter the Initial Licensure track in order to comply with anticipated Arkansas Department of Education regulations (see item 3, below).

Supporting materials: (1) UCA Curriculum Form 2-A, (2) ADHE Form LON-3

(2) Post-Master's Certificate (PMC) in School Counseling

The department proposes to supplement the two-track School Counseling program with a Post-Master's Certificate (PMC) for individuals who hold appropriate graduate degrees. The Arkansas Department of Education has expanded its definition of appropriate initial licenses to which a school counseling license may be added, including speech-language pathology and school psychology. The new PMC will allow UCA to conduct transcript analysis of previous graduate degrees to ascertain specific course work that must be completed to add the school counseling license to appropriate graduate degrees. The PMC will provide an award/credential for those who do not need to complete another master's degree.

Supporting materials: (1) UCA Curriculum Form 2-A, (2) ADE Proposal Cover Sheet, (3) ADHE Form LON-10

(3) Revision of Admission, Retention, and Graduation Requirements for the MS in School Counseling

Revised admission, retention, and graduation requirements address the changes noted above in item 1 – specifically, candidates seeking licensure as an Initial License. Documentation to be submitted to ADHE and ADE provides details of admission, retention, and graduation requirements addressing the new category. Each set of requirements (admission, retention, and graduation) is organized into two categories: Both Tracks and Initial Licensure Tracks. Under ADE rules and regulations, there are unique requirements that pertain to the Initial Licensure track.

Supporting materials: UCA Curriculum Form 2-A

CURRICULUM FORM 2-A

UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: Action Item

☐ GENERAL EDUCATION COUNCIL ☐ UNDERGRADUATE COUNCIL ☒ GRADUATE COUNCIL

Department/program area **Department of Leadership Studies** / M.S. School Counseling prog. Date **September 24, 2013**

Check area of change and supply requested information. Attach required documentation.

☐ Change in semester credit hour requirements for a major or minor
Current requirement_____ Proposed requirement_____

☐ Change course from an elective to a requirement in a major or minor
Subject prefix_____ Course number_____

☐ Change course from a requirement to an elective in a major or minor when the change affects total hours and/or affects another department/program area
Subject prefix_____ Course number_____

☐ Approval of existing course as General Education course (see Curriculum Form 4 for required documentation)
Subject prefix_____ Course number_____

☐ Change level of course (e.g. change from 2000- to 4000-level course number)
Program prefix_____ Current course number_____ Proposed course number_____

☐ Change in credit hour value of course (e.g., change 3-hour to 2-hour course or change to variable credit)
Current course number_____ Proposed course number_____

☐ Deletion of course when the change affects total hours and/or affects another department/program area (Note: Once a course is deleted, it can be reinstated only through the new course proposal process.)
Subject prefix_____ Course number_____

☐ Prerequisite change increasing total hours for a major or minor and/or affecting another department/program area
Current hours_____ Proposed hours_____

☒ Other (specify): **Create a two track system in the School Counseling MS program**

Required documentation: attach additional sheet(s) detailing and justifying the proposed curricular change.

Proposed effective date of change (term and year): **June 2014**

Change recommended by

Department Curriculum Committee	9-30-13	Professional Education Council	10/28/2013
Department Chair	10/3/13	General Education Council	
College Curriculum & Assessment Committee	10-7-13	Undergraduate Council	
College Dean	10-8-13	Graduate Council	11/21/2013
		Council of Deans	12/11/13

Change approved by

Provost	12/16/2013	Undergraduate/Graduate Studies, Registrar	

NOTE: During the academic year, curriculum change proposals must be received by the General Education Council or the Undergraduate and/or Graduate Council at least one month before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

Revised April 2002, Updated October 2007

A ORIGINAL

REC'D UCA GRADUATE SCHOOL

LETTER OF NOTIFICATION – 3

NEW OPTION, CONCENTRATION, EMPHASIS, MINOR

(Maximum 18 semester credit hours of new theory courses and 6 credit hours of new practicum courses)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn
Associate Provost and CIO

3. Phone number/e-mail address

(501) 450-3126
jona@uca.edu

4. Proposed effective date

June 2014

5. Title of existing degree program (indicate if the listed degree program is approved for distance delivery)

MS, School Counseling (The program is approved for distance delivery.)

6. CIP code

13.1101

7. Degree code

6470

8. Proposed name of option/concentration/emphasis/minor

Two tracks:

(a) Add-on Licensure Track (new identification for existing track)
(b) Initial Licensure Track (new track)

9. Reason for proposed action

The Arkansas Department of Education approved new career pathways for individuals desiring to earn a license as a K–12 school counselor. One of the new pathways is for individuals who do not hold a valid teaching license; this track is identified by ADE as the Initial Licensure program. Before this pathway was approved, individuals seeking a school counselor license were required to hold a valid Arkansas Teaching License, and this pathway is now identified as the Add-on License Track. The creation of a two track program makes UCA's program consistent with the ADE approved options, helps address the needs of school districts needing to employ school counselors, and allows us to meet the professional goals of individuals who do not possess a teaching license but desire to serve as school counselors.

10. Provide the following

a. Curriculum Outline

All candidates for the Master Degree in school counseling must complete the following curriculum (all courses required):

SCCN 6320 Foundations of School Counseling
SCCN 6330 Multicultural Counseling
SCCN 6340 Career Guidance for School Counselors
SCCN 6350 Developmental Guidance
SCCN 6360 School Counselor as Consultant
SCCN 6365 Educational Assessment and Measurement
SCCN 6380 School Counseling Intervention Strategies
SCCN 6390 School Counseling Practicum
SCCN 6695 Internship (6 semester hours)
LEAD 6320 Counseling Theory in Education
LEAD 6321 Research Methods
LEAD 6330 Individual and Group Counseling in Education
ASTL 6315 Investigation of Learning and Development through Multiple Contexts
ECSE 6366 Educational Programming for Students with Mild Disabilities
SLMA 6312 School Based Organizational Leadership

Total degree hours (both tracks): 48 graduate semester credit hour

b. Total semester credit hours required for option/concentration/emphasis/minor (option range: 9–24 semester credit hours)

The track is defined not by distinct course requirements but by differing pathways into the degree program.

c. New courses and new course descriptions

No new courses are proposed.

d. Goals and objectives of program option/minor

The purpose of the school counseling program is to prepare school counselors to meet the educational, social, psychological, and career needs of students. The objective the new track for Initial Licensure in school counseling is to meet the employment needs of school districts and the career needs of individuals who desire to work as K-12 school counselors but do not hold a teaching license.

Objectives:

(1) Help candidates explore and utilize theories of behavior and counseling in a practitioner setting.

(2) Acquaint candidates with the legal and ethical considerations that help shape the role of the school counselor.

(3) Prepare candidates to serve as members of a school's leadership team.

(4) Prepare candidates to assume the roles associated with directing a school counseling program.

e. Expected student learning outcomes

(1) Demonstrate the capability to provide direct services to students.

(2) Demonstrate the capability to provide indirect services to students.

(3) Demonstrate the ability to work collaboratively with colleagues, parents, and community.

(4) Demonstrate the ability to conceptualize, plan, and deliver a comprehensive school guidance program.

f. Documentation that program option meets employer needs

The program option has been developed in response to changes in Arkansas school counseling licensure pathways created by the Arkansas Department of Education.

g. Student demand *(projected enrollment)* for program option/minor

See item f.

h. Name of institutions offering similar program/program option and the institution(s) used as a model to develop the proposed program option

See item f.

11. Institutional curriculum committee review/approval date

Professional Education Council: October 28, 2013
Undergraduate/Graduate Council: November 21, 2013
Council of Deans: December 11, 2013

12. Will the new option be offered via distance delivery? If so, indicate mode of distance delivery.

Yes. The program is currently approved for distance delivery, as indicated in item 5 above. Delivery includes a combination of synchronous and asynchronous delivery augmented by occasional face-to-face meetings, using Blackboard and its utilities.

13. Explain in detail the distance delivery procedures to be used.

See item 12 above.

14. Specify the amount of the additional costs required, the source of funds, and how funds will be used.

No additional costs are required. Students in both tracks take the same courses, and these courses are currently being offered for the students enrolled in the program as Add-on Licensure candidates.

15. Provide additional information if requested by ADHE staff.

If requested.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ 12/16/2013
SIGNATURE DATE

[UCA form updated 2012-09-10]

CURRICULUM FORM 2-A

UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: Action Item

☐ GENERAL EDUCATION COUNCIL ☐ UNDERGRADUATE COUNCIL ☒ GRADUATE COUNCIL

Department/program area **Department of Leadership Studies** / School Counseling Date **October 28, 2013**

Check area of change and supply requested information. Attach required documentation. P.M.C.

☐ Change in semester credit hour requirements for a major or minor
Current requirement_____ Proposed requirement_____

☐ Change course from an elective to a requirement in a major or minor
Subject prefix_____ Course number_____

☐ Change course from a requirement to an elective in a major or minor when the change affects total hours and/or affects another department/program area
Subject prefix_____ Course number_____

☐ Approval of existing course as General Education course (see Curriculum Form 4 for required documentation)
Subject prefix_____ Course number_____

☐ Change level of course (e.g. change from 2000- to 4000-level course number)
Program prefix_____ Current course number_____ Proposed course number_____

☐ Change in credit hour value of course (e.g., change 3-hour to 2-hour course or change to variable credit)
Current course number_____ Proposed course number_____

☐ Deletion of course when the change affects total hours and/or affects another department/program area (Note: Once a course is deleted, it can be reinstated only through the new course proposal process.)
Subject prefix_____ Course number_____

☐ Prerequisite change increasing total hours for a major or minor and/or affecting another department/program area
Current hours_____ Proposed hours_____

☒ Other (specify): **PMC Program for School Counseling**

Required documentation: attach additional sheet(s) detailing and justifying the proposed curricular change.

Proposed effective date of change (term and year): **June 2014**

Change recommended by

Department Curriculum Committee	11-4-13	Professional Education Council	DB 11/26/13
Department Chair	11/4/13	General Education Council	Date
College Curriculum & Assessment Committee	11-13-13	Undergraduate Council	Date
College Dean	11-13-13	Graduate Council	12-6-13
		Council of Deans	12/11/13

Change approved by

Provost	12/10/2013	Undergraduate/Graduate Studies, Registrar	Date

Change recorded by

NOTE: During the academic year, curriculum change proposals must be received by the General Education Council or the Undergraduate and/or Graduate Council at least one month before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

Revised April 2002, Updated October 2007

RECD UCA GRADUATE SCHOOL

Arkansas Department of Education

Professional Education Program Proposal

COVER SHEET

Institution: University of Central Arkansas **Date submitted:** 11/1/2013

Program contact: Dr. Terry James **Position/Title:** Chair, Dept. of Leadership Studies

Phone: (501) 450-3282 **Email:** terryj@uca.edu

Program name: School Counseling - PMC **CIP code:** 13.1101

Degree or award level (BS, MAT, post-baccalaureate, etc.): Post-Master's Certificate

Is this program intended to prepare candidates for educator licensure in Arkansas? X **Yes** ____ **No**

If yes, indicate the title and grade range of the license for which the candidates will be prepared:

Title: School Counselors **Grade Range:** K–12

Proposal is for:

____ **New Educator Licensure Program**
(Complete Section A)

____ **New Educator Licensure Program with Distance Learning Technology ***
(Complete Sections A and D)

____ **New Educator Licensure Endorsement Program**
(Complete Section B)

____ **New Educator Licensure Endorsement Program with Distance Learning Technology ***
(Complete Sections B and D)

X **Revision(s) to an Approved Licensure Program**
(Complete Section C)

____ **Revision(s) to an Approved Program to include Distance Learning Technology ***
(Complete Sections C and D)

____ **Converting a Traditional Program to a Distance Learning Technology Program ***
(Complete Sections C and D)

* At least 50% of the curriculum is delivered via on-line distance learning technology.

The portion of the proposed program to be delivered via on-line distance learning technology: 67%

Proposed starting date for the program: June 2014

Will this program be offered at more than one site? ___ **Yes** X **No**

Note: Prior approval by AHECB is required for Arkansas public institutions and institutions certified under Ark. Code Ann. §6-61-301 to offer programs at off-campus sites.

If yes, list the sites where the program will be offered:

N/A

LETTER OF NOTIFICATION – 10

GRADUATE CERTIFICATE PROGRAM

(12–18 Semester Credit Hours)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn
Associate Provost

3. Phone number/e-mail address

(501) 450-3126
jona@uca.edu

4. Proposed effective date

June 2014

5. Name of proposed graduate certificate program

(Program must consist of 12–18 semester credit hours from existing graduate courses.)

Post-Master's Certificate (PMC), School Counseling. Courses for the PMC are already part of the MS program in School Counseling, and the PMC will be fully embedded in the master's program (CIP: 13.1101; degree code: 6470).

6. Proposed CIP Code

13.1101

7. Reason for proposed program implementation

The Arkansas Department of Education has created a new licensure pathway for school counseling that recognizes additional areas as eligible for adding school counseling to that license (e.g., speech-language pathology and school psychology). This PMC will allow individuals who have already earned a master's degree and who hold an eligible license to earn a school counseling license without completing an entire master's program in school counseling.

8. Provide the following:

a. Curriculum outline – list of courses in new program, with required courses underlined

All candidates for the PMC will have their previous graduate programs evaluated to determine the particular requirements that must be fulfilled by the PMC. Anticipated additional courses to complete include the following:

SLMA 6312 School Based Organizational Leadership
SCCN 6320 Foundations of School Counseling
SCCN 6340 Career Counseling
SCCN 6350 Developmental Guidance
SCCN 6695 Internship

b. Total semester credit hours required for proposed program (program range: 12–18 semester credit hours)

18 graduate semester credit hours.

c. New courses with descriptions

No new courses will be required.

d. Program goals and objectives

Goals of the PMC program:

(1) Provide a new pathway for individuals holding an appropriate graduate degree to earn their license as a school counselor without having to complete the entire existing school counseling master's degree program.
(2) Increase the number of candidates available to serve as school counselors to help address the need for school counselors.

Objectives of the PMC program: Candidates will develop the knowledge and ability to promote the success of all students by

(1) Serving as members of school leadership teams to serve as advocates for students.
(2) Promoting a positive school culture that addresses the needs of all students enrolled in the school.
(3) Delivering direct services to students that help address the educational and career goals of these students.
(4) Collaborating with families and other community members to provide for the learning and developmental needs of students.
(5) Acting with integrity, fairly, and in an ethical manner.

e. Expected student learning outcomes

School counseling candidates will successfully demonstrate their abilities to meet the minimum scores required on the mandated licensing exam. Candidates will successful demonstrate proficient or exemplary performance on the key assessments giving evidence of the expected learning outcomes in the following areas: planning a comprehensive school guidance program, delivering direct and indirect services to students, working collaboratively with colleagues and parents/guardians, and serving on school leadership teams.

f. Documentation that program meets employer needs

The PMC has been developed to provide an award/credential for students who choose to use the new pathway to school licensure provided by the Arkansas Department of Education.

g. Student demand (projected enrollment) for proposed program

See item f.

h. Names of institutions offering similar programs and the institution(s) used as a model to develop proposed program

See item f.

i. Scheduled program review date (within 10 years of program implementation)

The PMC will be reviewed along with the MS program in School Counseling in which it is fully embedded. The master's program is scheduled for review in 2020-21.

9. Provide documentation that proposed program has received full approval by licensure/certification entity.

The Arkansas Department of Education, Professional Education Program Proposal for Revisions to an Approved Licensure Program, Section C, is being submitted to ADE for approval concurrently with submission of this LON (see attached).

10. Institutional curriculum committee review/approval date

Professional Education Counsel: November 25, 2013
Graduate Council: December 5, 2013
Council of Deans: December 11, 2013

11. Will this program be offered on-campus, off-campus, or via distance delivery? Indicate mode of distance delivery.

This program will be offered using a hybrid model of on-campus and distance delivery technologies. The school counseling program is approved for distance delivery.

12. Identify off-campus location, if applicable. Provide a copy of e-mail notification to other institutions in the area of the proposed off-campus program offering and their responses; include your reply to the institutional responses.

N/A

13. Provide additional program information if requested by ADHE staff.

If requested.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ 12/16/2013
SIGNATURE DATE

[UCA form updated 2012-06-01]

CURRICULUM FORM 2-A

UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: Action Item

☐ GENERAL EDUCATION COUNCIL ☐ UNDERGRADUATE COUNCIL ☒ GRADUATE COUNCIL

Department/program area **Department of Leadership Studies** / School Counseling M.S. program Date **September 24, 2013**

Check area of change and supply requested information. Attach required documentation.

☐ Change in semester credit hour requirements for a major or minor
Current requirement_____ Proposed requirement_____

☐ Change course from an elective to a requirement in a major or minor
Subject prefix_____ Course number_____

☐ Change course from a requirement to an elective in a major or minor when the change affects total hours and/or affects another department/program area
Subject prefix_____ Course number_____

☐ Approval of existing course as General Education course (see Curriculum Form 4 for required documentation)
Subject prefix_____ Course number_____

☐ Change level of course (e.g. change from 2000- to 4000-level course number)
Program prefix_____ Current course number_____ Proposed course number_____

☐ Change in credit hour value of course (e.g., change 3-hour to 2-hour course or change to variable credit)
Current course number_____ Proposed course number_____

☐ Deletion of course when the change affects total hours and/or affects another department/program area (Note: Once a course is deleted, it can be reinstated only through the new course proposal process.)
Subject prefix_____ Course number_____

☐ Prerequisite change increasing total hours for a major or minor and/or affecting another department/program area
Current hours_____ Proposed hours_____

☒ Other (specify): **Revision of Admission, Retention and Graduation Requirements for School Counseling**

Required documentation: attach additional sheet(s) detailing and justifying the proposed curricular change.

Proposed effective date of change (term and year): **January 2014**

Change recommended by

Department Curriculum Committee	9/30/2013	Professional Education Council	10/28/2013
Department Chair	9/30/2013	General Education Council	
College Curriculum & Assessment Committee	10-7-13	Undergraduate Council	
College Dean	10-8-13	Graduate Council	11/21/2013
		Council of Deans	12/11/13

Change approved by

Provost	12/16/2013	Undergraduate/Graduate Studies, Registrar	1/2/14

NOTE: During the academic year, curriculum change proposals must be received by the General Education Council or the Undergraduate and/or Graduate Council at least one month before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

REC'D UCA GRADUATE SCHOOL

Revised April 2002, Updated October 2007

A ORIGINAL

Notification: New Language Arts Option in the MA Program in English

Faculty of the Departments of English and Writing have proposed, and the provost and president have approved, the addition of a new Language Arts option to the existing MA program in English.

This new track in the MA program is tailored specifically to the needs of high school and other instructors looking for additional content knowledge, especially in diverse literatures and in composition, creative writing, and linguistics content. This option is *not* related to teacher licensure.

In particular, this program addresses the needs of Language Arts teachers to conform to the new common core curriculum in the state's schools. It is designed to help prospective and current teachers to become more globally literate and to develop their content knowledge in all areas of writing and language – to become true practitioners in all areas of English Language Arts. Secondary teachers and others will diversify their knowledge of global literature, learn methods of integrating diverse literatures into their curricula, gain a better understanding of current linguistic theory as it pertains to teaching literacy, and allow graduate-level study for teachers seeking a higher degree in writing pedagogy and composition theory that would allow for the implementation of the teaching of creative writing and writing across the curriculum. Students will broaden their teaching of language arts skills beyond the traditional instructional venue.

The new option requires 21 hours within the existing 30-hour degree program. In order to make the new option attractive to teachers and others who have daytime jobs, the program can mainly or wholly be taken at night and during the summers. Thus, by taking a class in each of three summer terms and a class in both the fall and spring terms of two consecutive years, a candidate could finish the program in just over two calendar years.

All appropriate councils and administrators have recommended the addition of this option to the MA in English.

Supporting materials (following pages): (1) UCA Curriculum Form 3, (2) ADHE Form LON-3

CURRICULUM FORM 3

UNIVERSITY OF CENTRAL ARKANSAS
New Program Transmittal Form

Department English Date September 19, 2013

Program level: ☐ UNDERGRADUATE ☒ GRADUATE

Program type: ☐ New degree program ☐ New certificate program

☒ New option/existing program ☐ New minor program

Bulletin title of program (brief):

Masters of Arts in English—Language Arts Option

Brief description of program (attach additional documentation as required):

This new track in the MA program tailored specifically to the needs of high school and other instructors looking for additional content knowledge, especially in diverse literatures and in composition, creative writing, and linguistics content.

In particular, this program addresses the needs of Language Arts teachers to conform to the new common core curriculum in the state's schools. It is designed to help prospective and current teachers to become more globally literate and to develop their content knowledge in all areas of writing and language—to become true practitioners in all areas of English Language Arts. Secondary teachers and others will diversify their knowledge of global literature, learn methods of integrating diverse literatures into their curricula, gain a better understanding of current linguistic theory as it pertains to teaching literacy, and allow graduate-level study for teachers seeking a higher degree in writing pedagogy and composition theory that would allow for the implementation of the teaching of creative writing and writing across the curriculum. Students will broaden their teaching of language arts skills beyond the traditional instructional venue.

Proposed effective date for new program (term and year): Fall 2014

Program recommended by:

Lori Leavell	10-22-13		
Department Curriculum Committee	Date	Professional Education Council	Date
Jennifer Lucas	10/23/13		
Director of Assessment	Date	General Education Council	Date
	10/22/13		
Department Chair	Date	Undergraduate Council	Date
	10/23/13		11/21/2013
College Curriculum & Assessment Committee	Date	Graduate Council	Date
	10/25/13		12/11/13
College Dean	Date	Council of Deans	Date

Program approved by

12/16/2013	
Provost Date	

Program recorded by

Undergraduate/Graduate Studies, Registrar	Date

NOTE: During the academic year, program proposals must be received by the Undergraduate and/or Graduate Council *at least one month* before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

Rev. 11/2006; updated 10/2007, 11/2012

RECD UCA
GRADUATE SCHC

LETTER OF NOTIFICATION – 3

NEW OPTION, CONCENTRATION, EMPHASIS, MINOR

(Maximum 18 semester credit hours of new theory courses and 6 credit hours of new practicum courses)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn
Associate Provost

3. Phone number/e-mail address

(501) 450-3126
jona@uca.edu

4. Proposed effective date

Fall 2014

5. Title of existing degree program (indicate if the listed degree program is approved for distance delivery)

MA, English (not approved for distance delivery)

6. CIP code

23.0101

7. Degree code

5310

8. Proposed name of option/concentration/emphasis/minor

Literature Option (existing)

Language Arts Option (new)

9. Reason for proposed action

English Language Arts licensed teachers in the state of Arkansas who wish to earn a Master's degree have several options: an MA in English or in an education field such as UCA's Masters in Teaching or Reading or the Advanced Studies in Teacher Leadership (ASTL). While these options are valuable, for the teacher who wishes to increase content knowledge and skills specifically in language arts including writing and linguistics, there is no clear option; one must make a choice to concentrate in one area or the other. While the ASTL degree offers content areas in English literature or Writing, these cannot be combined, and the student must take half of the 10 required courses in educational knowledge and skills. For the teacher who wishes to develop competency in all of the language arts by focusing on content and delivery specifically of that content, there is no option. In fact, there is no degree in the state that includes all of the language arts. Although students may enroll in the University of Arkansas at Little Rock's degree in Professional & Technical Writing, the University of Arkansas's degree in Creative Writing, or UCA's own MFA in Creative Writing, none of these has any emphasis on or appeal to teachers.

The Language Arts option in the existing MA degree program in English will give secondary language arts teachers the opportunity to earn an MA in a program that will strengthen both their curriculum by including additional coursework in literature, writing, creative writing and linguistics as well as courses focused on the pedagogy of delivering writing, creative writing, literature and literacy.

However, this option is not only for teachers. The curriculum combines the study of diverse literatures, writing theory and linguistics, which provides the tools necessary for PhD level study in literature, rhetoric and composition, or Teaching English to Speakers of Other Languages (TESOL). By developing skills in critical thinking, research, and writing, students will be prepared for careers in all aspects of the writing/researching/training and education fields. Many careers support the education industry, such as education management, educational publishing, producing educational materials and media, education software development, and test development. Other paths include teaching English in settings other than the public schools (such as industry or overseas) and writing fields such as publishing, editing, and writing for publication. This degree will be ideal for students with undergraduate degrees in education who wish to use their education backgrounds and experiences in a field other than teaching in the public schools.

10. Provide the following

a. Curriculum Outline – indicate which courses are required by underlining them

In order to make the new option attractive to teachers and those who have day jobs, the department proposes a program that can mainly or wholly be taken at night and during the summers. Thus, by taking a class in each of three summer terms and a class in both the fall and spring terms of two consecutive years, a candidate could finish the program in just over two calendar years.

(1) Required core courses for the MA in English, both options (9 hours)

ENGL 6393 Research Methods in English
ENGL 5360 History and Structure of the English Language
ENGL 5366 Literary Theory and Criticism

(2) Required courses for the Language Arts Option (9 hours)

LING 5310 Educational Linguistics
WRTG 5320 Teaching Creative Writing: History Theory and Practice *
WRTG 5330 Contemporary Composition: Theory & Application

* A prerequisite Creative Writing course (which may be at the undergraduate level) is required for WRTG 5320.

(3) Elective courses for the Language Arts Option (three courses, at least 9 hours, two of which must be literature courses)

ENGL 6306 Seminar in English Literature 1900 to Present
ENGL 6307 Seminar in American Literature 1900 to Present
ENGL 6321 Readings in American Literature
ENGL 6323 Literature of the Americas for Teachers
ENGL6325 Asian/Asian American Literature for Teachers
ENGL 6394 Graduate Independent Study
WRTG 6310 Advanced Topics in Discourse Analysis
WRTG 6610 Central Arkansas Writing Project *

* Choosing this option will add an extra 3 hours to the degree program, since this is a six-hour workshop.

(4) Required Capstone Course for the Language Arts Option (3 hours)

ENGL 6365 Diverse Literatures Seminar

b. Total semester credit hours required for option/concentration/emphasis/minor (option range: 9–24 semester credit hours)

21 graduate semester credit hours

c. New courses and new course descriptions

No new courses are required for this option.

d. Goals and objectives of program option/minor

(1) To enable prospective and current teachers to become more globally literate and to develop their content knowledge in all areas of writing and language-to become true practitioners in all areas of English Language Arts.
(2) To provide other students with the tools necessary for PhD level study in literature, rhetoric and composition, or Teaching English to Speakers of Other Languages (TESOL).
(3) To prepare still other students for careers in writing fields such as publishing, editing, and writing for publication.

e. Expected student learning outcomes

(1) Demonstrate a diversified knowledge of global literature.
(2) Master methods of integrating diverse literatures into curricula.
(3) Understand current linguistic theory as it pertains to teaching literacy.
(4) Master writing pedagogy and composition theory, allowing for the implementation of the teaching of creative writing and writing across the curriculum.
(5) Attain these same masteries and understandings as applied to non-teaching careers related to the language arts.

f. Documentation that program option meets employer needs

The ADHE Employer Needs Survey was also sent out to over 40 Arkansas school districts. Of those returned, all said they would give preference in hiring to candidates with this degree, and they all anticipate openings for which this degree would be preferable. Community colleges and 4-year universities also prefer this Master's degree for lecturers and adjunct faculty in composition and literature classes. Salaries at the university level begin at about $35,000 and at the public school level, at $36,473. (For the employer survey and a summary of responses, see Appendix A.)

The Bureau of Labor Statistics publishes information that suggests that, for those not in teaching, this degree is useful in pursuing a career in writing or editing. According to *The Occupational Outlook Handbook 2010-2011*, "A bachelor's degree *or higher* is typically needed for a job as an author, writer, or editor. Because writing skills are essential in this occupation, many employers like to hire people with degrees in communications, journalism, or *English*" (emphasis added).
(See http://www.bls.gov/oco/ocos320.htm.)

g. Student demand *(*projected enrollment*)* for program option/minor

A survey conducted by faculty of UCA English education alumni and former participants in the Writing department's summer writing project-two groups who will be likely candidates for this program, 94.9% said that salary increases were also available for a BA/BSE plus twelve additional hours, and 94.9% said that they would receive a salary increase for additional hours beyond the MA, so there is also some incentive for non-degree seeking teachers to take courses from this program. At the same time, only about 30% of the teachers surveyed indicated that their local districts helped defray tuition costs at all, which suggests that students in this program are not likely to take more than one or two courses per semester

because of cost as well as their own time constraints, and thus the program is designed to accommodate part-time students.

Most importantly, when asked whether they would be interested in pursuing this particular degree;55% of those surveyed answered "yes" – some with great enthusiasm, like the teacher who wrote "ABSOLUTELY!!!!!!!!!!! PLEASE GET THIS PROGRAM GOING!" Another 17.5% indicated that they might be interested, including the respondent who wrote that s/he might take "supplemental classes, even if I didn't get the degree." 22.5% of the respondents said that they were not interested in the degree, but reasons for this negative response varied. One teacher said she was saying no "only because I am so close to retirement." Another said "Yes, if I didn't already have an MA," a response that suggests that some of the teachers surveyed did indeed see the proposed degree as more valuable for their job than the traditional MA. Another 5% of those surveyed indicated they were "unsure" about their interest in the program.

However, of those teachers who did not already have a Master's degree, 79% indicated that yes, they were interested in this newly proposed degree. 21% said that they were possibly interested. No respondents in this category indicated that they were not interested. Even those already possessing Masters' degrees showed some interest in the program, with 33% indicating they would be interested in at least taking the classes involved. 38% of teachers with Masters' degrees said they were not interested, while 14% said they might be interested. 4.7% of the respondents with Masters' degrees said they were "unsure," while 9.5% said "not at this time."

Based on these numbers, and assuming that the 43 respondents to the survey are a representative sample, we believe we will have a significant pool of candidates from which to draw initially. (For the student survey and a summary of responses, see Appendix B.)

h. Name of institutions offering similar program/program option and the institution(s) used as a model to develop the proposed program option

N/A

11. Institutional curriculum committee review/approval date

Department: October 22, 2013
College: October 23, 2013
Undergraduate/Graduate Council: November 21, 2013
Council of Deans: December 11, 2013

12. Will the new option be offered via distance delivery? If so, indicate mode of distance delivery.

No

13. Explain in detail the distance delivery procedures to be used.

N/A

14. Specify the amount of the additional costs required, the source of funds, and how funds will be used.

None

15. Provide additional information if requested by ADHE staff.

If requested.

President/Chancellor Approval Date: _____

Board of Trustees Notification Date: _____

Chief Academic Officer: _____ 12/16/2013

SIGNATURE DATE

[UCA form updated 2012-09-10]

Notification: Name Change for Minor Program in Latin American Studies

The College of Liberal Arts and the program director of the Latin American Studies minor have recommended, and the provost and president have approved, a change of the name of the minor to Latin American and Latino Studies.

There is currently no Latino Studies program on campus. Because Latino Studies is intrinsically connected to Latin American Studies, it is logical to provide courses as a joint program: Latin American and Latino Studies. This offers UCA students increased opportunities for learning about diverse groups and, using the interdisciplinary nature of the Latin American Studies program as it currently exists, provides a variety of disciplines from which to examine content relevant to Latino issues.

All appropriate councils and administrators have reviewed and recommended approval for this change.

Supporting materials (following pages): (1) UCA Curriculum Form 2-A, (2) ADHE Form LON-1

UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: Action Item

☒ GENERAL EDUCATION COUNCIL ☒ UNDERGRADUATE COUNCIL ☐ GRADUATE COUNCIL

Department/program area **Latin American Studies** Minor fyi. Date **Sept. 20, 2013**

Check area of change and supply requested information. Attach required documentation.

☒ Change in semester credit hour requirements for a major or minor

Current requirement **Students must take 4 required courses and choose 2 elective courses for a total of 18 hours.** Proposed requirement **Students must take 2 required courses and choose 4 elective courses representing at least 3 separate disciplines, for a total of 18 hours.**

☒ Change course(s) from an elective to a requirement in a major or minor

Subject prefix **LALS** Course number(s) **2300, 2310**

☒ Change course(s) from a requirement to an elective in a major or minor when the change affects total hours and/or affects another department/program area

Subject prefix **GEOG; PSCI; HIST** Course number(s) **GEOG 3315, 4360; PSCI 4325, 4399; HIST 4391**

Approval of existing course(s) as General Education course(s). see Curriculum Form 4 for required documentation.

Subject prefix _____ Course number(s) _____ _____

☐ Change level of course (e.g. change from 2000- to 4000-level course number)

Program prefix _____ Current course number(s) _____ Proposed number(s) _____

☐ Change in credit hour value of course(s) (e.g., change 3-hour to 2-hour course or change to variable credit)

Current course number _____ Proposed course number(s) _____

☒ Deletion of course when the change affects total hours and/or affects another department/program area (Note: Once a course is deleted, it can be reinstated only through the new course proposal process.)

Subject prefix **HIST** Course number **HIST 3315 - This is no longer listed in the Undergraduate Bulletin as a course offering in History.**

☐ Prerequisite change increasing total hours for a major or minor and/or affecting another department/program area

Current hours _____ Proposed hours _____

☒ Other (specify): **Change Program title from Latin American Studies to Latin American and Latino Studies**
Create new course prefix (LALS) to serve the Latin American and Latino Studies Program
Revise Undergraduate Bulletin to reflect proposed changes to the LALS Program purpose and requirements
Revise list of potential elective courses listed under Latin American and Latino Studies

Required documentation: attach documents detailing and justifying the proposed curricular change.

Proposed effective date of change (term and year): **Fall 2014**

Change recommended by

Department Curriculum Committee	10-24-13 Date	Professional Education Council	Date
Department Chair	10-24-13 Date	General Education Council	Date

College Curriculum & Assessment Committee — Date 11/19/13

College Dean — Date 11/21/13

Undergraduate Council — Date 12-10-1

Graduate Council — Date

Council of Deans — Date 12/18/201

Change approved by

Provost — Date 12/19/2013

Change recorded by

Undergraduate/Graduate Studies, Registrar — Date 1/14/14

NOTE: During the academic year, curriculum change proposals must be received by the appropriate university Council at least one month before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

LETTER OF NOTIFICATION – 1

NAME CHANGE OF EXISTING CERTIFICATE, DEGREE, MAJOR, OPTION, MINOR OR ORGANIZATIONAL UNIT

(No change in curriculum, emphasis, or organizational structure)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn
Associate Provost

3. Phone number/e-mail address

(501) 450-3126
jona@uca.edu

4. Proposed effective date

Fall 2014

5. N/A

N/A

6. Current title of major, option, or minor

Latin American Studies (minor)

7-8. N/A

9. Proposed name of major, option, or minor

Latin American and Latino Studies (minor)

10. N/A

11. CIP code

05.0299

12. N/A

13. Reason for proposed action

Currently, there is no Latino Studies program on campus. Because Latino Studies is intrinsically connected to Latin American Studies, it is logical to provide courses as a joint program: Latin American and Latino Studies. This offers UCA students increased opportunities for learning about diverse groups and, utilizing the interdisciplinary nature of the Latin American Studies program as it currently exists, provides a variety of disciplines from which to examine content relevant to Latino issues.

EXECUTIVE SESSION

Executive session, for the purpose of reviewing appointments, adjustments, resignations and other personnel matters, was unanimously declared upon motion by Bobby Reynolds with a second by Victor Green.

OPEN SESSION

The following motion made by Bobby Reynolds with a second by Bunny Adcock was unanimously approved. Brad Lacy recused from the vote:

"**I move that all of the appointments, adjustments, resignations and other matters set forth on the personnel list discussed in executive session be approved."**

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned upon motion by Victor Green and second by Bunny Adcock.

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The University of Central Arkansas Board of Trustees

_____

Kay Hinkle
Chair

_____

Shelia Vaught
Secretary