

The University of Central Arkansas Board of Trustees convened in a regularly scheduled meeting at 10:00 a.m., December 12, 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

### **INTRODUCTIONS**

President Courtway introduced Kelsy Jones, Miss UCA.

### **REPORTS**

Diane Newton, vice president of finance and administration, gave a financial update, which included the financial report and a power point presentation. Both are attached to the original minutes.

Bunny Adcock, chair of the Audit and Finance Committee, briefed the trustees on the audits that were reviewed and accepted by the committee.

Steve Runge, provost and executive vice president for academic affairs, presented the institutional report card, which is attached to these minutes.

President Courtway updated the board on the Donaghey project. He also reported to the board about selling 40 acres on Woodson Lateral Road that the university owns.

Dates for regularly scheduled 2015 board meetings were set. They are as follows:

- February 13
- March 31 – April 1 retreat
- April 24 budget workshop
- May 15
- August 21
- October 9
- December 11

Kay Hinkle, as chair of the board and in accordance with Board Policy No. 607, allocated \$25,000 to be disbursed as follows (letter attached to these minutes):

- \$18,000 to be distributed as follows:
  - \$3,000 to each of the five sorority houses; and

- \$3,000 to the NPHC sororities
- \$7,000 to the Student Government Association

### MINUTES

Minutes of the October 10, 2014 board meeting were unanimously approved as submitted upon motion by Shelia Vaught and second by Bunny Adcock.

### ACTION AGENDA

#### **Fee Waiver – Employees - Board Policy No. 623**

Board Policy No. 623, Fee Waiver – Employees, has been revised at the request of the Faculty Senate to extend the discount for graduate courses to the **spouses of employees**. This will provide an additional benefit to employees and an additional opportunity to spouses at a minimal cost to the university. The language to be deleted is stricken through, and language to be added is highlighted.

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

**“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, and the changes set forth shall be effective from and after this date.”**

**UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY**

Policy

Number: 623

Subject: Fee Waiver – Employees

Date Adopted: 04/6 04/67 Revised: Passim - most recent 02/14 12/14

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**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 the 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 guidelines 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 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 credit hours in the fall and/or spring semesters and no more than three credit hours during each summer term.

The first three 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 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 workloads or exceptionally busy periods of the workday.

## **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 20% of regular in-state registration and applicable eligible fees for undergraduate courses.

Employees **and the spouses of employees** will pay an amount equal to 20% of the regular in-state registration and applicable eligible fees for graduate courses.

Graduate degree fee discounts are not available for **the spouses or children of employees**.

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 years from the date of death or disability.

**Contract Approval Procedures – Board Policy No. 416**

Pursuant to Board Policy No. 416, Contract Review Procedures, the administration must seek board approval for (i) any contract that will require the university to expend 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:

University of Central Arkansas and 4 Hims, LLC  
University of Central Arkansas and Ellucian Company LP

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

**“BE IT RESOLVED: That the Board of Trustees authorizes the administration to enter into contracts with the companies listed above.”**

**UNIVERSITY OF CENTRAL ARKANSAS  
REASON FOR REQUIRING BOARD REVIEW AND ACTION  
(Board Policy #416)  
Contract with a term of more than one year**

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**SUMMARY**

1. **Parties:** 4 Hims, LLC (“Lessor”) and University of Central Arkansas (“Lessee”).
2. **Purpose:** Amendment to the lease for office space at 2125 College Avenue. The university is currently leasing 3,150 square feet for \$3,100 per month, which will be used for the Purchasing Office. The 1,350 square foot suite adjacent to our current space is now vacant.
3. **Term:** The term of the existing lease is seven years, from August 1, 2014, until July 31, 2021.
4. **University Funds to be paid:** The university will pay an additional \$1,350 a month for a total of \$16,200 per year for the additional 1,350 square feet.
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: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: November 19, 2014

**UNIVERSITY OF CENTRAL ARKANSAS  
REASON FOR REQUIRING BOARD REVIEW AND ACTION  
(Board Policy #416)**

Contract involving more than \$250,000 and with a term of more than one year

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**SUMMARY**

1. Parties: Ellucian Company LP and University of Central Arkansas.
2. Purpose: Purchase of the Recruiter module to integrate recruiting and admissions functions with existing Banner system. The system will allow configurable, integrated online applications for domestic and international admissions, campus visit scheduling, web-based event registration management, rapid student lookup, communication history management, and development and management of personalized emails with real-time tracking of response rates. The system will also provide individual recruiter key performance indicators and territory management.
3. Term: 5 years.
4. University Funds to be paid: The university will pay \$299,430 in year one for initial implementation, training, and maintenance plus expenses for Ellucian staff traveling to campus to deliver professional services; maintenance costs for year two through five will be between \$28,980 and \$33,547 per year.
5. Funds Received: None.
6. Public Bid/Purchasing Approval: No bid or purchasing requirements involved.
7. Special Provisions/Terms/Conditions: None.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: December 3, 2014

## **Academic Calendar and Critical Dates–Fall 2016 through Summer 2018**

The academic calendar covering the period fall 2016 through summer 2018 has been reviewed by the University Calendar Committee and 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 Elizabeth Farris:

**“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**

#### **FALL SEMESTER 2016**

<b>August 18, Thursday</b>	<b>Instruction begins - day and evening classes</b>
September 5, Monday	Labor Day Holiday
October 13-16, Thurs – Sun	Fall Break
November 23, Wednesday	Thanksgiving Break (No classes. University offices open)
November 24-27, Thurs – Sun	Thanksgiving Holiday (University closed)
December 2, Friday	Study Day
December 3, Saturday	Final Exams - Saturday classes
December 5-9, Mon – Fri	Final Examinations - day and night classes
<b>December 10, Saturday</b>	<b>Winter Commencement</b>

#### **WINTER INTERSESSION**

<b>December 12, Monday</b>	<b>Instruction begins for Winter Intersession</b>
December 31, Saturday	Final exams for Winter Intersession

#### **SPRING SEMESTER 2017**

<b>January 12, Thursday</b>	<b>Instruction begins - day and evening classes</b>
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January 16, Monday

Martin Luther King, Jr. Holiday

March 19-26, Sun-Sun

Spring Break

April 28, Friday

Study Day

April 29, Saturday

Final exams – Saturday classes

May 1-5, Mon-Fri

Final exams – day and night classes

**May 6, Saturday**

**Spring Commencement**

## SUMMER 2017

**May 15, Monday**

**Instruction begins for May Intersession and 13-Week Summer Session classes**

May 29, Monday

Memorial Day Holiday

June 2, Friday

Final examinations for May Intersession classes

June 5, Monday  
Session

Instruction begins for 1<sup>st</sup> Five Week Summer and 10-Week Summer Session classes

July 4, Tuesday

Independence Day Holiday

July 7, Friday

Final examinations for 1<sup>st</sup> Five Week Summer Session

**July 10, Monday**

**Instruction begins for 2<sup>nd</sup> Five Week Summer Session classes**

August 11, Friday

Final examinations for 13-Week Summer Session classes, 10-Week Summer Session classes, and 2<sup>nd</sup> Five-Week Summer Session classes

**August 11, Friday**

**Summer Commencement**

## Academic Calendar

### FALL SEMESTER 2017

**August 24, Thursday**

**Instruction begins - day and evening classes**

September 4, Monday

Labor Day Holiday

October 19-22, Thurs – Sun

Fall Break

November 22, Wednesday

Thanksgiving Break (No classes. University offices open)

November 23-26, Thurs – Sun

Thanksgiving Holiday (University closed)

December 8, Friday

Study Day

December 9, Saturday

Final Exams - Saturday classes



December 11-15, Mon – Fri  
**December 16, Saturday**

Final Examinations - day and night classes  
**Winter Commencement**

## WINTER INTERSESSION

**December 18, Monday**  
January 6, Saturday

**Instruction begins for Winter Intersession**  
Final exams for Winter Intersession

## SPRING SEMESTER 2018

**January 11, Thursday**  
January 15, Monday  
March 18-25, Sun-Sun  
April 27, Friday  
April 28, Saturday  
April 30-May 4, Mon-Fri  
**May 5, Saturday**

**Instruction begins - day and evening classes**  
Martin Luther King, Jr. Holiday  
Spring Break  
Study Day  
Final exams – Saturday classes  
Final exams – day and night classes  
**Spring Commencement**

## SUMMER 2018

**May 14, Monday**  
  
May 28, Monday  
June 1, Friday  
  
June 4, Monday  
Session  
  
July 4, Wednesday  
July 6, Friday  
Session  
**July 9, Monday**  
  
August 10, Friday  
  
**August 10, Friday**

**Instruction begins for May Intersession and 13-Week Summer Session classes**  
Memorial Day Holiday  
Final examinations for May Intersession classes  
  
Instruction begins for 1<sup>st</sup> Five Week Summer and 10-Week Summer Session classes  
Independence Day Holiday  
Final examinations for 1<sup>st</sup> Five Week Summer  
  
**Instruction begins for 2<sup>nd</sup> Five Week Summer Session classes**  
Final examinations for 13-Week Summer Session classes, 10-Week Summer Session classes, and 2<sup>nd</sup> Five-Week Summer Session classes  
  
**Summer Commencement**

## **New Baccalaureate Program: BA/BS in Anthropology**

The Department of Sociology has proposed the establishment of a baccalaureate program (students may choose to pursue the BA or the BS degree) in anthropology, building on the popularity of the department's existing minor in anthropology. The objectives of the new program include the following expectations for its graduates:

1. to provide a broad anthropological understanding of the interrelationships between culture and biology that underlie human behavior;
2. to promote an awareness and comparative understanding of cultural diversity around the world and within our own communities;
3. to develop the methodological, analytical, and theoretical tools to study and understand human behavior, past or present; and
4. to provide students with experiences in the areas of research, independent study, internships, and/or other forms of hands-on academic and professional development

The proposed degree program (BA/BS) will require a total of 120 semester credit hours, with a minimum of 33 semester credit hours in the anthropology major.

The department has demonstrated strong student interest in the major, and the proposal has received written support from Dr. George Sabo III, Director of the Arkansas Archeological Survey, and Dr. Peter S. Ungar, Distinguished Professor and Chair of Anthropology at the University of Arkansas at Fayetteville.

The program will require minimal additional financial resources for initial implementation (less than \$5,000 for instructional materials). If the major grows as projected (approximately eight new UCA students attributable to the program each year), the department estimates that it will need an additional faculty position in year two (salary approximately \$54,000) and a second additional faculty member at a similar salary in year three. Given enrollment projections, new revenue attributable to the program is expected to be more than \$110,000 the first year and to exceed \$243,000 the third year.

The new program will require the development of three new courses in the department.

All appropriate university councils and administrators have recommended approval of the BA/BS in Anthropology.

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

**“BE IT RESOLVED: That the Board of Trustees hereby approves the BA/BS Program in Anthropology.”**

**UNIVERSITY OF CENTRAL ARKANSAS  
New Program Transmittal Form**

Department Sociology Date 3-25-14

Program level:  UNDERGRADUATE       GRADUATE  
 Program type:  New degree program       New certificate program  
                    New option/existing program       New minor program

Bulletin title of program (brief):  
BA/BS in Anthropology

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

Anthropology is the holistic, cross-cultural study of humans and their near relatives through time and space. As a field of inquiry, anthropology endeavors to understand and explain the origin and evolution of humankind, the lifeways and symbolic systems of both past and contemporary peoples, and the multiple and complex ways that humans create meaning in the world. The study of anthropology promotes awareness and understanding of human variation on a global scale, as well as sensitivity to gender, racial, ethnic, and cultural diversity within the United States. Through the study of other cultures and their meaning systems, students will learn to develop critical self-awareness about their own cultural beliefs and practices.

Attachments: P-1 proposal; 8-semester sample degree plan; program assessment plan; letters of support and email correspondence.

Proposed effective date for new program (term and year): Fall 2015

Program recommended by			
	<u>4-2-2014</u>	Professional Education Council	Date
Department Curriculum Committee	Date		
	<u>4/3/14</u>	General Education Council	Date
Director of Assessment	Date		
	<u>4-3-14</u>		<u>8-19-14</u>
Department Chair	Date	Undergraduate Council	Date
	<u>4/15/14</u>	Graduate Council	Date
College Curriculum & Assessment Committee	Date		
	<u>4/17/14</u>		<u>8-3-14</u>
College Dean	Date	Council of Deans	Date

Program approved by	Date	Program recorded by	Date
	<u>9/5/2014</u>	Undergraduate/Graduate Studies, Registrar	Date
Provost	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.

## **Curriculum Outline for the BA/BS in Anthropology**

The major in anthropology will require a minimum of 33 hours; the degree (BA/BS) requires a total of 120 semester credit hours. The department has numerous existing anthropology courses that were created when the minor was developed. The program will be divided into core-required courses, elective major courses, and optional elective courses; students may take up to 6 hours of optional class work. Underlined courses represent new courses that the department will develop when the program is approved.

### **Required Anthropology Core Courses (15 hours)**

ANTH 1302	Introduction to Anthropology
SOC 2321	Social Statistics <sup>1</sup>
ANTH 33XX	<u>Anthropology Research Methods<sup>2</sup></u>
ANTH 4380	Anthropological Theory
ANTH 43XX	<u>Seminar/Practicum</u>

### **Elective Major Courses (12–18 hours)**

ANTH 2310	Biological Anthropology <sup>3</sup>
ANTH 2300	Peoples and Cultures
ANTH 2325	Archaeology of North America <sup>3</sup>
ANTH 3300	Regional Anthropology
ANTH 3310	Magic, Religion, and Witchcraft
ANTH 3315	Native American Cultures
ANTH 3320	Intentional Communities and Culture Change
ANTH 3340	Environmental Anthropology
ANTH 3350	Museum Anthropology
ANTH 3360	Anthropology Travel Seminar
ANTH 4190/4290/4390	Selected Problems in Anthropology
ANTH 4370	<u>Internship in Anthropology</u>
ANTH 4395	Special Topics

### **Optional Elective Courses (0–6 hours)**

GEOG 1320	Introduction to Human Geography
LING 3325	Sociolinguistics
SOC 3310	Racial and Ethnic Relations
SOC 3361	Gender Roles

### **Board Elections**

#### **Officers**

The following officers were elected for 2015 upon motion by Bunny Adcock and second by Victor Green:

- Brad Lacy, Chair
- Shelia Vaught, Vice Chair
- Elizabeth Farris, Secretary

#### **Strategic Planning and Resource Council – Board Appointment**

The Strategic Planning and Resource Council’s membership requires one trustee be elected by the board to serve a one-year term on the Council.

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

**“BE IT RESOLVED: That Kay Hinkle is hereby appointed to serve on the Strategic Planning and Resource Council through December 2015.”**

#### **President’s Residence Advisory Committee - Board Policy No. 209**

Board Policy No. 209 established the President’s Residence Advisory Committee. It is an advisory committee to the Board of Trustees and is charged with responsibility to review any proposed architectural, structural or landscaping changes to the president’s house and surrounding grounds; and as part of such review, the committee is to consider the costs involved and the sources/uses of any funds to be expended.

The board must fill two positions on the committee. One is a board member to replace Trustee Shelia Vaught. The other is one of the three at-large positions appointed by the Board, and currently held by Mr. Georg Andersen to expire on December 31, 2014.

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

**“BE IT RESOLVED: That Victor Green, a member of the University of Central Arkansas Board of Trustees is hereby appointed as the board’s representative to the President’s Residence Advisory Committee to serve for a term of one year beginning January 1, 2015; and**

**BE IT FURTHER RESOLVED: That Georg Andersen is hereby appointed by the Board of Trustees to serve on the President’s Residence Advisory Committee, for a term of three years beginning January 1, 2015.”**

**Audit and Finance Committee - Board Policy No. 213 (Election of One Member for 2015)**

Board Policy No. 213 established an Audit and Finance Committee of the Board of Trustees.

The Audit and Finance Committee is composed of three members of the board. Under the board policy, the UCA Office of Internal Audit reports directly to the Audit and Finance Committee, and then to the UCA Board of Trustees.

Pursuant to Policy No. 213, for calendar year 2013 and years thereafter, the Board of Trustees is to select one person to serve a one-year term on the Audit Committee. **It is necessary for the Board of Trustees to elect one person to serve a one-year term on the Audit and Finance Committee (for calendar year 2015).**

The other appointments to the Audit and Finance Committee are (a) the board appointment made in January of the applicable year by the Governor of the State of Arkansas to a full seven-year term on the Board of Trustees and such person shall serve a two-year term on the Audit and Finance Committee and (b) the continuing member from the prior year.

Currently, Mr. Adcock is the chair of the Audit and Finance Committee; Ms. Farris is serving due to her appointment to the Board in January 2014 and will continue for 2015; and Ms. Vaught was elected as the board’s appointee for 2014.

The policy also provides that any elections by the Board of Trustees shall occur at the last board meeting of each calendar year with such persons taking office on the first day of the following calendar year.

It is necessary for the board to select one of its members to serve on the Audit and Finance Committee for 2015. The other two members of the Audit and Finance Committee for 2015 will be (a) Ms. Farris, who will serve a second year and (b) the trustee appointed by the Governor of Arkansas in January 2014 for a full seven-year term.

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

**“BE IT RESOLVED: That Bobby Reynolds is hereby selected to serve as a member of the Audit and Finance Committee for calendar year 2015.”**

## Naming University Facilities – Board Policy No. 402

### **Dee Brown Memorial Garden: Naming and Monument**

Mr. Dorris Alexander “Dee” Brown graduated from Arkansas State Teachers College in 1931 and began a long career as a university librarian and author of more than 30 works, most significantly *Bury My Heart at Wounded Knee*, published to great acclaim in 1970. Subsequently translated into numerous languages, *Bury My Heart at Wounded Knee* is the only book by an Arkansan named on the *New York Public Library’s Books of the Century* list of the most significant books to be published in the 20th century. This and many other of Brown’s books prompted a thorough reconsideration among historians of the nineteenth-century “Indian wars” and period of westward expansion – work that is still underway today. In 1988, Dee Brown was named a Distinguished Alumnus of the University of Central Arkansas (UCA).

In July 2007, UCA administrators approved the creation and naming of the Dee Brown Memorial Garden, and space was in fact set aside – south of the physical therapy building and west of Laney Hall – and named for Brown. This space became a vibrant flower, herb, and vegetable garden that lent itself to pedagogical and research activities. When construction of Bear Hall was undertaken, the garden had to be moved and now resides south of Bear Hall and directly behind Arkansas Hall, in the ell created by that building. It continues to support annual educational initiatives.

Dr. Allison Wallace and Dr. Harry Readnour, prime movers of the naming of the original Dee Brown Memorial Garden, have proposed that the garden be permanently named and that a monument be erected in the garden, with an appropriate inscription commemorating this internationally renowned Arkansan and distinguished UCA alumnus. Private funds have been raised to pay for the monument, including its transportation and installation.

All appropriate administrators have recommended approval of the proposal.

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

**“BE IT RESOLVED: That the Board of Trustees hereby approves the naming of the Dee Brown Memorial Garden.**

**BE IT FURTHER RESOLVED: That the Board of Trustees approves the erection of a Dee Brown Commemorative Marker on the garden site.”**

### **Chemistry Building**

In accordance with Board Policy No. 402, Naming University Facilities, the president recommends the following naming designation in recognition of significant and meritorious contributions to the university by Dr. Jerry Manion.

Dr. Jerald “Jerry” M. Manion spent nearly fifty years at UCA as a professor, mentor, friend, and the ambassador for UCA chemistry. The list of students and colleagues influenced by Jerry is too large to mention, but he touched the lives of people all across the country. Jerry’s love of learning and love of science were constant, and he exemplified what all faculty want to achieve. This enthusiasm to continuously learn and share new knowledge was a hallmark of his chemistry demonstration shows given throughout his time at UCA for kids from elementary school to college and all over Arkansas. Many were both turned onto science and turned into scientists because Jerry did his job very well.

Jerry obtained a B.S. in Chemistry from Harding University in 1962 and a Ph.D. in Organic Chemistry from the University of Mississippi in 1965. He started work at Arkansas State Teachers College in 1965 as chair of the newly formed Department of Chemistry. Jerry served as chair of the department until 1992. At the time of his death, July 18, 2014, Jerry was the longest serving professor in the history of UCA having served 49 years. He also served three terms as faculty senate president and was the 1999 UCA Public Service Award winner. Jerry played the 5-string banjo and was a founding member of “The Professors” bluegrass band. In 2010, alumni honored Jerry with an endowed departmental award bearing his name and given annually to the outstanding chemistry student.

Laney Hall, named after Governor Benjamin T. Laney, was built in 1994 and is the current home of the Chemistry Department. Because of the distinguished service of Dr. Jerald “Jerry” M. Manion to the university the president proposes that the name of Laney Hall be re-named as Laney-Manion Hall.

The following resolution was unanimously adopted upon motion by Kay Hinkle and second by Bunny Adcock:

**“BE IT RESOLVED: that the Board of Trustees hereby approves the re-naming of Laney Hall to Laney-Manion Hall.**

### **Resolution**

Brad Lacy made a motion asking that President Courtway prepare a resolution to be presented at the February, 2015 meeting thanking Kay Hinkle for her service as chair. The motion was seconded by Bobby Reynolds and was unanimously adopted by the Board.

## **NOTIFICATIONS/DELETIONS**

### **Notification: Reconfiguration of the BA and BS in Sociology**

The Department of Sociology has proposed the reconfiguration of the existing BA/BS in Sociology, which includes a concentration in criminology, to create a self-standing BA/BS in Criminology and a minor in criminology. The existing BA/BS in Sociology will remain in place.



The decision to reconfigure was based on the following considerations: (1) expressed interest among students and current demand for the criminology concentration; (2) faculty expertise and interest in criminology; and (3) consistent occupational demand for graduates with a solid liberal-arts-based background in criminology. The proposed criminology program has garnered the support of local police chiefs A. J. Gary and Larry K. James, and the UALR criminology faculty has indicated their support.

The new BA/BS in Criminology degree program will require a minimum of 39 semester credit hours in the major. Both the BA and the BS will require a total of 120 semester credit hours. The new minor program will require a minimum of 21 semester credit hours. The major and minor will require development of nine new courses.

No new resources are required to implement the criminology major and minor.

All appropriate councils and administrators have recommended approval of this reconfiguration, and the provost and president have approved it.

Supporting materials (following pages): (1) Curriculum Form 3, (2) organizational diagram of programs in the department, (3) curriculum outlines of the new major and minor.

**UNIVERSITY OF CENTRAL ARKANSAS  
New Program Transmittal Form**

Department Sociology Date 3-25-14

Program level:  UNDERGRADUATE       GRADUATE  
 Program type:  New degree program       New certificate program  
                    New option/existing program       New minor program

Bulletin title of program (brief):

**BA/BS in Criminology**

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

Criminology is an interdisciplinary academic field that promotes an awareness and understanding of the social causes and consequences of crime in local, national, and international settings. The field is rooted in the liberal arts generally and sociology specifically. Criminology, as it is known today in the United States, took shape within the discipline of sociology during the 1930s at the University of Chicago (American Sociological Association, 2010). The lessons of that time, and the work of current theorists and researchers, provide "the fundamental insight of the sociological study of crime—that people who commit crimes, the crimes they commit, and society's response to those actions, cannot be fully understood except in the context of the larger system of relations in which they are located" (American Sociological Association, 2010, p. 16). The study of criminology requires an awareness and understanding of a variety of social forces, including issues of gender, race and ethnicity, social class, and other contextual forces.

Reference: American Sociological Association. (2010). Report of the ASA task force on sociology and criminology programs.

Attachments: P-1 proposal; 8-semester sample degree plan; program assessment plan; letters of support and email correspondence.

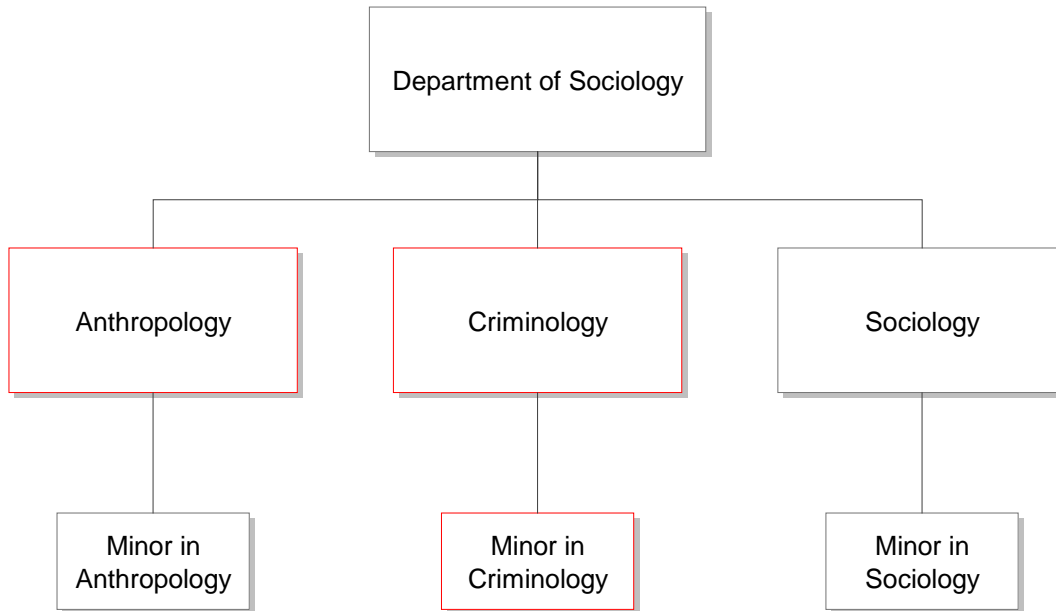
Proposed effective date for new program (term and year): Fall 2015

<b>Program recommended by</b>			
<i>Jane K Wilson</i>	<u>4-2-2014</u>	Professional Education Council	Date
Department Curriculum Committee	Date		
<i>Wendy Lucas</i>	<u>4/3/14</u>	General Education Council	Date
Director of Assessment	Date		
<i>John Todd</i>	<u>4-3-14</u>	<i>John Todd</i>	<u>8-19-14</u>
Department Chair	Date	Undergraduate Council	Date
<i>John Todd</i>	<u>4/15/14</u>		
College Curriculum & Assessment Committee	Date	Graduate Council	Date
<i>John Todd</i>	<u>4/17/14</u>	<i>John Todd</i>	<u>9-3-14</u>
College Dean	Date	Council of Deans	Date

<b>Program approved by</b>	<b>Program recorded by</b>
<i>John Todd</i>	
<u>9/5/2014</u>	
Provost	Date
	Undergraduate/Graduate Studies, Registrar
	Date

## **Organization of Programs in the Department of Sociology**

This organizational chart includes, in addition to this reorganization, a separately submitted proposal for new BA/BS programs in Anthropology. Elements outlined in red are new elements in the chart as a result of the reorganization and the new program proposal.



## **Curriculum Outline: Major in Criminology (39 semester credit hours)**

New courses are indicated by underlined titles.

### **Criminology major core: required courses (18 hours):**

SOC 1300	Principles of Sociology
CRIM 2300	<u>Foundations of Criminal Justice</u>
SOC 2321	Social Statistics
SOC 3320	Social Research Methods
SOC 3370/CRIM 3370	<u>Criminological Theory and Practice</u>
CRIM 4360	<u>Seminar/Practicum</u>

### **Elective major courses (15–21 hours):**

SOC 2361	Deviance and Society
SOC 3371/CRIM 3371	Juvenile Delinquency
CRIM 33XX	<u>Police and Society</u>
CRIM 33XX	<u>Correctional Systems</u>
SOC 4355/CRIM 4355	Victimology
CRIM 43XX	<u>Homicide: Victims and Offenders</u>
CRIM 4190/4290/4390	<u>Selected Problems in Criminology</u>

CRIM 4370	<u>Internship in Criminology</u>
CRIM 4395	<u>Special Topics</u>
PSCI 3375	The American Judicial System

**Optional elective courses (0-6 hours):**

SOC 3310	Racial and Ethnic Relations
SOC 3361	Gender Roles
SOC 4342	Stratification
H ED 4312	Drug Education

**Curriculum Outline: Minor in Criminology (21 semester credit hours)**

New courses (shared with the major) are indicated by underlined titles.

**Criminology minor core: required courses (6 hours)**

SOC 1300	Principles of Sociology <sup>1</sup>
CRIM 2300	<u>Foundations of Criminal Justice</u>

**Elective courses (15 hours):**

SOC 2361	Deviance and Society
SOC 3370/CRIM 3370	<u>Criminological Theory and Practice</u> <sup>2</sup>
SOC 3371/CRIM 3371	Juvenile Delinquency <sup>2</sup>
CRIM 33XX	<u>Police and Society</u>
CRIM 33XX	<u>Correctional Systems</u>
SOC 4355/CRIM 4355	Victimology <sup>2</sup>
CRIM 43XX	<u>Homicide: Victims and Offenders</u> <sup>2</sup>
CRIM 4190/4290/4390	<u>Selected Problems in Criminology</u>
CRIM 4370	<u>Internship in Criminology</u>
CRIM 4395	<u>Special Topics</u>
PSCI 3375	The American Judicial System

**Notification: New Program Emphasis in the Existing MA in English**

The Department of English has proposed a new emphasis in Medieval and Renaissance Literature as an option in its existing MA program in English. The proposal builds on several unusual, even unique, strengths of the UCA English program:

- (1) The English department has a close relationship with the Arkansas Shakespeare Theater, the only professional Shakespeare company in the state of Arkansas.

- (2) The English department currently has three tenure-line specialists in Medieval English literature; another medievalist on the faculty is currently on administrative assignment, bringing the total complement to four. Most schools of our size and designation are lucky to have even one. Add to this the two Renaissance specialists in the department, and there is an unusually significant concentration of expertise in these fields on our staff.
- (3) The English department has been involved in study abroad programs for many years. A regularly scheduled trip to the British Isles every two years includes theater stops in London and Stratford, involving productions of Shakespeare at the National Theater and the New Globe. Other study abroad opportunities involve Paris and Florence, cities with strong historical ties to medieval and renaissance literature and art.
- (4) A tenured English faculty member in Renaissance literature is editor of the John Donne Variorum, a project devoted to creating the most comprehensive scholarly editions of Donne's works. Having resources of the Donne Variorum on our campus is a major asset for graduate students interested in Renaissance poetry.
- (5) The English department already has a respected and established MA program of recognized quality, and a curriculum that includes an unusual number of regularly-taught courses in Medieval and Renaissance Literature.

These factors provide an excellent opportunity for the English department to offer a Medieval and Renaissance literature option within the framework of the current MA program.

Students who select the new emphasis will complete the required nine hours of core courses in the MA program and then select twenty-one hours from approved electives. The emphasis, like the degree program, will allow either a thesis or non-thesis option. The emphasis requires development of two new courses, but will require no new resources to implement.

All appropriate councils and administrators have recommended approval of the new emphasis, and the provost and president have approved it.

Supporting materials (following pages): (1) Curriculum Form 3 and (2) curriculum outline



**UNIVERSITY OF CENTRAL ARKANSAS  
New Program Transmittal Form**

Department English Date 4/2/14

Program level:  UNDERGRADUATE  GRADUATE  
 Program type:  New degree program  New certificate program  
 New option/existing program  New minor program

Bulletin title of program (brief):

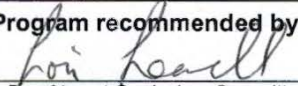
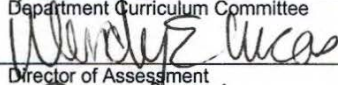

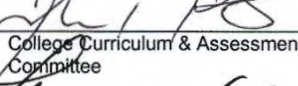

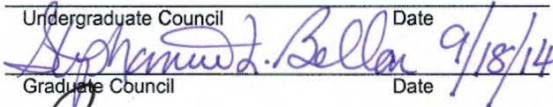
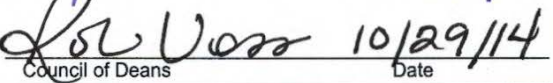
**English MA with Medieval and Renaissance Literature Emphasis**


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

The purpose of this program is to create a "destination program" as an option within the current English M.A. There are certain aspects of the English program at UCA that, in combination, give it some unique strengths within the state and, indeed, within this region of the country. These include the following:

- 1) The English department has a close relationship with the Arkansas Shakespeare Theater, the only professional Shakespeare company in the state of Arkansas.
- 2) The English department currently has three tenure-line specialists in Medieval English literature. Most schools of our size and designation are lucky to have one. If Dr. Glenn, the Associate Provost, can be called upon to teach occasionally, there are in fact four Medievalists in the department. Add to this the two Renaissance specialists in the department and there is an unusually significant concentration of expertise in these fields on our staff.
- 3) For many years, the English department has sponsored a regularly scheduled trip to the British Isles every two years, which includes theater stops in London and Stratford, involving productions of Shakespeare at the National Theater and the New Globe. Other study abroad opportunities involve Paris and Florence, cities with strong historical ties to Medieval and Renaissance literature and art.
- 4) Dr. Frontain, a tenured English faculty member in Renaissance literature, is a volume editor of the John Donne Variorum, a project devoted to creating the most comprehensive scholarly editions of Donne's works. Having resources of the Donne Variorum on our campus would be a major asset for graduate students interested in Renaissance poetry, and may provide unique assistantship opportunities to students in this concentration.
- 5) The English department already has a respected and established M.A. program of recognized quality, and a curriculum that includes an unusual number of regularly-taught courses in Medieval and Renaissance literature.

Proposed effective date for new program (term and year): Fall 2015

Program recommended by			
	<u>4/2/14</u>	Department Curriculum Committee	Date
	<u>4/3/14</u>	Director of Assessment	Date
	<u>7/4/14</u>	Department Chair	Date
	<u>4/10/14</u>	College Curriculum & Assessment Committee	Date
	<u>4/17/14</u>	College Dean	Date
		Professional Education Council	Date
		General Education Council	Date
		Undergraduate Council	Date
			<u>9/18/14</u>
		Graduate Council	Date
			<u>10/29/14</u>
		Council of Deans	Date

	<u>10/30/2014</u>	Program approved by	Date
		Program recorded by	Date
		Undergraduate/Graduate Studies, Registrar	Date

## Curriculum Outline for the Emphasis in Medieval and Renaissance Literature

(1) Required Core Courses (9 hours, required of all MA candidates in English)

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

(2) Required Course for Medieval Renaissance Option (3 hours)

ENGL 6336 Texts and Manuscripts

(3) Approved Electives (9 hours)

The student chooses three courses from these approved electives. If 5000-level courses are chosen, they may *not* be courses for which the student has undergraduate credit.

ENGL 5301 The Renaissance  
ENGL 5304 Studies in British and American Literature (Must be Medieval or Renaissance topic, e.g. “Old English”)  
ENGL 5305 Medieval English Literature  
ENGL 5330 Shakespeare I  
ENGL 5331 Shakespeare II  
ENGL 5340 Chaucer  
ENGL 5341 Milton  
ENGL 5342 The Seventeenth Century  
ENGL 5343 Tudor-Stuart Drama  
ENGL 5385 Travel Seminar in Literature (Focus of major project must be Medieval or Renaissance literature, e.g. “Dante” during trip to Florence)  
ENGL 6301 Seminar in Medieval English Literature  
ENGL 6302 Seminar in the Renaissance  
ENGL 6337 Internship in Arkansas Repertory Theater  
ENGL 6394 Graduate Independent Study (Must be Medieval or Renaissance topic, e.g. “Old Norse Language and Literature”)

(4) Required Elective Outside the Medieval and Renaissance Periods (3 hours)

The purpose of this requirement is to ensure that candidates have one minor area of study to help prepare them for the Comprehensive MA exam, where they must choose three essay topics: students in this option must write on the Medieval question and the Renaissance question, and choose one other area upon which to write. The required course should be chosen from these approved courses. Again, if 5000-level courses are chosen, they must *not* be courses for which the student has undergraduate credit.

ENGL 5311 The Neoclassical Period

ENGL 5312	American Provincial Literature
ENGL 5313	American Romanticism and Realism
ENGL 5315	Twentieth-Century American Poetry
ENGL 5320	The Romantic Period
ENGL 5321	The Victorian Period
ENGL 5352	American Modernism, 1900-1945
ENGL 5353	American Postmodernism, 1946-Present
ENGL 5372	Eighteenth-Century English Novel
ENGL 5373	Nineteenth-Century English Novel
ENGL 5374	Twentieth-Century English Novel
ENGL 5375	Twentieth-Century English Poetry
ENGL 6303	Seminar in Neoclassicism
ENGL 6304	Seminar in Romanticism
ENGL 6305	Seminar in The Victorian Period
ENGL 6306	Seminar in Modernism
ENGL 6320	American Romantic Period

(5) Thesis and Non-Thesis Options (6 hours)

Students must choose one option or the other:

*Thesis:* In addition to the satisfactory completion of the 24 hours of English classes specified and to passing a comprehensive examination based upon the department's Master's Reading List, the student must prepare a thesis for which 6 hours of credit are earned. The thesis must be on a Medieval and/or Renaissance topic, and the student must pass an oral defense of the thesis before a committee of graduate faculty.

*Non-Thesis:* In addition to the satisfactory completion of the 24 hours of English classes specified above, and to the passing of a comprehensive examination based upon the department's Master's Reading List, the student must take an additional 6 hours of credit chosen from either §10(a)(3) above or from the following list of non-English approved elective courses.

HIST 5302	History of Witchcraft
HIST 5332	A History of the Crusades
HIST 5360	Birth of Europe, 300-1000
HIST 5361	Medieval Civilization
HIST 5362	Tudor and Stuart England, 1485-1690
HIST 5374	The European Renaissance and Reformation
HIST 5379	Spain: Crusade, Columbus, and Empire
HIST 6341	Studies in Medieval History
HIST 6342	Studies in Early Modern Europe
SPAN 5395	Advanced Spanish Literature: Theme Course (Must be a Medieval or Renaissance theme)
SPAN 6330	Hispanic Author Seminar (Must be a Medieval or Renaissance author)
SPAN 6335	Seminar on Literary Genre (Must deal with Medieval or Renaissance texts)



One of the following courses may be taken as an elective. A plan must be worked out with the instructor of the course ensuring that graduate-level requirements are met.

PHIL 3301	Medieval Philosophy
POLS 3370	Political Theory I
MUS 3302	Music History I
FREN 4395	Advanced French Literature (Must be a Medieval or Renaissance topic)

**Notification: Name Change for the BA/BS and Minor Programs in Speech**

The Department of Communication proposes a change of name for its existing major and minor degrees from Speech to Communication. In 2011 the Department of Speech and Public Relations was renamed the Department of Communication. This departmental name change was requested in large part because the word “speech” had become outmoded and anachronistic, with the vast majority of communication departments having adopted “communication” decades ago. From a disciplinary perspective, the shift away from the term “speech” occurred because the field of communication has for years studied many more aspects of human communication than “speech.” Interpersonal communication, intrapersonal communication, non-verbal communication, organizational communication, communication and rhetorical theory – these are some of the arenas of communication that have been the foci of the discipline since the middle of the twentieth century. All these areas of communication are taught and studied currently by the Department of Communication at UCA. Students who graduate with the major or minor in this discipline will have been exposed to the literature in the field of communication covering these areas of research and scholarship.

In short, changing the title of the degree and of the major and minor titles from Speech/Speech Communication to Communication is both warranted and long overdue. The change will be consonant both with the name of the department and with the current state of the discipline.

All appropriate councils and administrators have recommended approval of this change, and the provost and president have approved it.

Supporting materials (following pages): Curriculum Form 2-A

**UNIVERSITY OF CENTRAL ARKANSAS  
Proposal for Curriculum Change: Action Item**

GENERAL EDUCATION COUNCIL                       UNDERGRADUATE COUNCIL                       GRADUATE COUNCIL

Department/program area Communication                      Date August 4, 2014

**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): Change of Degree Name

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

Proposed effective date of change (term and year): Spring 2015

<p><b>Change recommended by</b></p> <p><i>[Signature]</i>                      3-18-14 Department Curriculum Committee                      Date</p> <p><i>[Signature]</i>                      8-4-14 Department Chair                      Date</p> <p><i>Donna L. Stephens</i>                      8/15/14 College Curriculum &amp; Assessment Committee                      Date</p> <p><i>[Signature]</i>                      8-15-14 College Dean                      Date</p>	<p>Professional Education Council                      Date</p> <p>General Education Council                      Date</p> <p><i>[Signature]</i>                      9-16-14 Undergraduate Council                      Date</p> <p>Graduate Council                      Date</p> <p><i>[Signature]</i>                      9/24/14 Council of Deans                      Date</p>
<p><b>Change approved by</b></p> <p><i>[Signature]</i>                      9/25/2014 Provost                      Date</p>	<p><b>Change recorded by</b></p> <p>Undergraduate/Graduate Studies, Registrar                      Date</p>

**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.

**Notification: Deletion of Teacher Licensure Endorsements, Grades 5/6 and Algebra I**

Because of teacher licensure changes enacted by the Arkansas Department of Education (ADE) during the last year, the 5/6 and Algebra I licensure endorsements are no longer necessary and have been formally discontinued by ADE. The UCA College of Education, therefore, no longer offers these endorsements to its teacher education candidates.

**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 Victor Green was unanimously approved:

**“I move that all 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 Bunny Adcock and second by Victor Green.

**The University of Central  
Arkansas Board of Trustees**

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**Kay Hinkle  
Chair**

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**Shelia Vaught  
Secretary**