

The University of Central Arkansas Board of Trustees convened in a regularly-scheduled meeting at 10:00 a.m. Friday, August 21, 2015, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present:

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

STATEMENTS FROM THE PRESIDENTS OF THE STAFF SENATE, STUDENT GOVERNMENT ASSOCIATION, AND FACULTY SENATE

Mr. Colin Stanton, President of the Staff Senate; Mr. Zach Carter, President of the SGA; and Dr. Ben Rowley, President of the Faculty Senate, addressed the board. A copy of Mr. Stanton's remarks are attached to the original minutes.

REPORTS

Diane Newton, Vice President for Finance and Administration, gave a financial update. Her report is attached to the original minutes.

Elizabeth Farris, Chair of the Audit and Finance Committee, reported on the audits that were discussed and approved at the committee meeting on Thursday, August 20.

TJ Johnston, Director of Special Projects, reported on the progress of Donaghey Hall. His report is attached to the original minutes.

President Courtway discussed the possibility of offering beach volleyball as a sport. His report is attached to the original minutes. President Courtway also gave the following updates on two properties:

- UCA should be able to purchase the Hatfield property located on Donaghey Avenue in early 2016; and
- The property on the corner of Donaghey Avenue and College Avenue is for sale; the administration has been contacted to see if UCA has any interest in purchasing the property.

MINUTES

Minutes of the following board meetings were unanimously approved as submitted upon motion by Joe Whisenhunt and second by Kay Hinkle:

- May 15, 2015
- July 31, 2015

ACTION AGENDA

Strategic Plan – Proposed Revisions to Goals and Objectives

Based on input into the 2013-18 strategic plan by the campus community via 11 public forums held in February 2014, the Strategic Planning Committee recommends the following revisions to the Goals and Objectives of the UCA Strategic Plan for 2014-19.

In summary, these revisions:

- add references to the university's Key Performance Indicators (KPIs) where appropriate; and
- add an objective (D) to Goal 2 regarding promotion of a culture of integrity at 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 Elizabeth Farris and second by Bobby Reynolds:

“BE IT RESOLVED: That the revisions to the university’s Strategic Plan Goals and Objectives, as proposed by the university’s Strategic Planning and Resource Council, are hereby adopted.”

B. Strategic Goals and Objectives, Fiscal Years 2013–2018-2014-2019

Goal 1: Continue to Foster a Culture of Academic, Scholarly, and Creative Excellence

- A. Sustain a learner-focused environment.
- B. Build and maintain a culture of continuous improvement.
- C. Create and institute strategies to achieve university goals related to student recruitment, admission, retention, and graduation **as established by university key performance indicators.**
- D. Become increasingly competitive in recruiting and retaining excellent faculty and staff.
- E. Promote research, scholarship, and creative productivity among faculty, staff, and students.

Goal 2: Act with Integrity and Transparency at All Levels

- A. Support faculty/staff/student input into decision-making.
- B. Base decisions on data, evidence, and appropriateness to the university's vision, mission, and strategic plan.
- C. Share information in comprehensive and readily accessible ways with all university constituencies.
- D. Promote a culture where integrity is expected of students, faculty, and staff.**

Goal 3: Promote Diversity in All Areas

- A. Attract and support a diverse student, staff, and faculty population.
- B. Enhance interaction and understanding among diverse groups.
- C. Cultivate enriched learning opportunities in a global community.

Goal 4: Develop and Manage the Fiscal Resources Necessary to Provide Ongoing Support for the University's Mission and Strategic Plan

- A. Maintain financial indicators (Moody's bond rating, Higher Learning Commission ratios, cash reserves, and other monitored financial indicators) ~~at or above established target levels~~ **within target ranges established by the university.**
- B. Implement a fiscally prudent plan to provide annual funds devoted to cost-of-living, equity, and merit increases to faculty and staff.
- C. Establish or augment faculty, staff, and student research, development, and travel funds.
- D. Significantly increase extramural funding and new private gifts as established by university key performance indicators.
- E. Establish and implement funding within departments/colleges for equipment and supplies specific to program excellence.

Goal 5: Commit to Ongoing Improvement and Innovation in Facilities and Technology

- A. Develop and implement a comprehensive, centralized strategic plan for campus technology.
- B. Annually review and update, as needed, the campus master plan to guide property acquisition, campus land use, and construction of new facilities.

- C. Maintain the value, functionality, and safety of existing facilities and physical infrastructure by judicious investment of maintenance and renovation funding.

Goal 6: Increase Engagement with External Partners

- A. Serve the public and UCA’s students by establishing and maintaining local, regional, national, and global partnerships.
- B. Strengthen communication, coordination, and prioritization of outreach and development.

Strategic Budgeting Advisory Committee (SBAC) – Revisions

The Strategic Planning and Resource Council (SPARC) is recommending changes to the organization of the Strategic Budgeting Advisory Committee.

The proposed changes add two student members to the SBAC (for a total of four) and provides the Student Government Association (SGA) with three voting members on the SBAC (currently only the president of SGA is able to vote on the SBAC).

This change was brought forth by former SGA president Ashley Ross at the request of the SGA and was approved by all committees associated with SPARC. Ms. Ross presented the following statement in support of the change:

"The main reason behind the SPARC proposal to alter the structure in the Strategic Budget Advisory Committee is to match the number of students on the committee to that of [the] Strategic Planning Committee. Currently, there are four students on SPC but only two students on SBAC. The Student Government Association and SPARC are asking for there to also be four students on SBAC, three of which would be voting members. We believe that by increasing the number of students, the committee's votes will be more reflective of the campus as a whole. Also, with four students as opposed to two, we are better able to relay information on the university's budgets to the student body."

The changes will be implemented for the 2015-16 academic year.

The language to be deleted is stricken through, and language to be added is highlighted.

The following resolution was unanimously adopted upon motion by Victor Green and second by Kay Hinkle:

“BE IT RESOLVED: That the revisions to the university’s Strategic Budgeting Advisory Committee, as proposed by the university’s Strategic Planning and Resource Council, are hereby adopted.”

II. Strategic Budgeting Advisory Committee

Charge:

- a. To collaborate with the Strategic Planning Committee, as part of the Strategic Planning and Resource Council.
- b. To review changes and updates to the university budget in light of the strategic plan.
- c. To make recommendations, in support of the university's mission and strategic plan, concerning new proposals from unit heads and salary requests from the Staff Senate Compensation Committee and the Faculty Salary Review Committee. Recommendations shall be for the next fiscal year, in addition to a five-year period.
- d. To conduct studies and make inquiries related to university revenues, university expenditures, and the general allocation of university funds.
- e. To present concerns and recommendations to the president and the university campus as a whole.

Membership:

The Strategic Budgeting Advisory Committee will have the following voting members appointed or elected before June 1 of each year with terms beginning on June 1:

- a. The presidents of the Faculty Senate, Staff Senate, and Student Government Association
- b. The Student Government Association Executive Vice-President and one representative of the Student Government Association.
- b. c. One faculty representative from each college elected by each college from among the tenured or continuing faculty with a minimum of seven years of service in the college. Representatives are elected to two-year terms with Health and Behavioral Sciences, Education, and Fine Arts and Communication electing new representatives in the spring elections of even-numbered years, and Business, Natural Sciences and Mathematics, and Liberal Arts electing new representatives in the spring elections of odd-numbered years.
- e. d. One tenured or continuing faculty member with a minimum of seven years of service elected at-large from among faculty members not working within the six formal colleges. The representative is elected as needed to a two year term as part of an at-large Faculty Senate election. All faculty members are eligible to vote for this representative.
- d. e. Three classified staff members appointed by the Staff Senate to a two-year term.
- e. f. Three non-classified staff members appointed by the Staff Senate to a two-year term.
- f. g. A director of an academic unit that reports directly to the provost (e.g., dean, the director of the library, etc.) selected by the provost.
- g. h. A designee selected by the director of athletic administration. The director of athletic administration cannot serve on the SBAC.
- h. i. The Chair of the Strategic Planning and Resource Council will serve as chair. The chair will vote only when there is a tie.

The committee will also include as non-voting members the presidents-elect of the Faculty Senate and the Staff Senate, and the Student Government Association, as well as one representative from the Student Government Association. The vice president of finance and administration will attend meetings in a non-voting advisory role to deliver budget reports as required in the committee charge and to answer questions about the budget process. In addition, the associate provost for finance and administration will attend

meetings in a non-voting role to answer questions about the impact of the budget on Academic Affairs. The SBAC will be assisted by a non-voting committee staff consisting of the controller, the director of institutional research, the budget director, and an administrative assistant from the division of finance and administration.

Procedure:

- a. The vice president of finance and administration will provide a detailed copy of the annual budget to the SBAC in September of every year and will brief the SBAC on changes in the distributions of funds compared to previous years. The vice president of finance and administration will also provide monthly updates to the SBAC on university revenues and expenditures.
- b. The vice president of finance and administration will keep the SBAC informed about projections for future revenues and expenditures. Any changes in assumptions that might alter projections in a meaningful way will be reported to the committee. The SBAC will review the changes and present any concerns and recommendations to the president.
- c. In November of every year, the heads of the university divisions that report directly to the president and are responsible for a category of the university budget will present their proposed base budget increase for the next fiscal year, as well as a projected five-year plan, to the SBAC, including descriptions of need as tied to the strategic plan and explanations for any changes from the current fiscal year. In addition, the chair of the Staff Senate Compensation Committee and the Faculty Salary Review Committee will present salary recommendations for the next fiscal year, as well as a projected five-year plan. The SBAC will consider the proposals along with projected future revenues and make a recommendation to the university president regarding the divisional needs as assessed and ranked by the SBAC and to meet salary needs for the next fiscal year and for a projected five years.
- d. Copies of all SBAC recommendations will be presented to the heads of each university division reporting directly to the president and to the two salary committees. In addition, the campus will be notified once the recommendations have been forwarded to the president.

Meetings:

- a. The SBAC will meet at least once per month from June to May of the following year.
- b. When possible, meetings should be convened in person. However, comments on specific issues and votes may be taken by written proxy (including email) if necessary.
- c. The meeting schedule for every year will be established in June and the schedule will be announced to the university community using whatever communication means are considered most likely to reach the broadest possible university audience.

Reports to President

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 university to enter into contracts with the following:

- Caldwell & Gregory
- Ellucian Support Inc.
- Presidio Networked Solutions

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

“BE IT RESOLVED: That the Board of Trustees authorizes the administration to enter into the contracts with the companies/organizations 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

SUMMARY

1. Parties: Agreement between the University of Central Arkansas and Caldwell & Gregory.
2. Purpose: Extension of existing agreement with Caldwell & Gregory for supplying and maintaining laundry machines in residence halls.
3. Term: The term of the extension is two years, from September 1, 2015, until August 31, 2017.
4. University Funds to be paid: \$140,098.80.
5. Funds Received: None.
6. Public Bid/Purchasing Approval: N/A. The initial contract was signed in 2010 and included option to extend for an additional two years.
7. Special Provisions/Terms/Conditions: N/A.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: August 10, 2015

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: Agreement between the University of Central Arkansas and Ellucian Support Inc.
2. Purpose: Renewal of existing support and maintenance agreement for the university's Banner system. The original maintenance agreement, which was dated September 25, 1995, has been renewed several times.
3. Term: The term of the extension is five years, from July 1, 2015, until June 30, 2020.
4. University Funds to be paid: \$2,672,366.57.
5. Funds Received: None.
6. Public Bid/Purchasing Approval: N/A.
7. Special Provisions/Terms/Conditions: N/A.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: August 10, 2015

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

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

SUMMARY

1. Parties: Agreement between the University of Central Arkansas and Presidio Networked Solutions.
2. Purpose: This agreement will provide increased hardware and software security for the university's network. It will also provide improved network performance for all users of the UCA network.
3. Term: The term of the agreement is five years, from approximately September 1, 2015, until August 31, 2020.
4. University Funds to be paid: \$705,924.80 (total cost for the 5 years).
5. Funds Received: None.
6. Public Bid/Purchasing Approval: There is an existing state contract with this vendor.
7. Special Provisions/Terms/Conditions: N/A.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: August 19, 2015

Contract Review Procedures – Board Policy No. 416 (Donaghey Hall Leases)

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 university to enter into contracts with the following:

- Mosaique Bistro and Grill of Conway, Arkansas
- Woods Group Enterprises, LLC, d/b/a Uncle T's Deli-Market of Little Rock, Arkansas
- Textbook Brokers, Inc.

The board considered each lease individually.

Elizabeth Farris made a motion to approve the lease with Mosaique Bistro and Grill. The motion was seconded by Shelia Vaught. The board voted six-to-one to approve the lease, with Kay Hinkle voting no.

Bobby Reynolds made a motion to approve the lease with Woods Group Enterprises, LLC. The motion was seconded by Victor Green. The board voted unanimously to approve the lease.

Joe Whisenhunt stated that his votes on the above two referenced leases are contingent upon the leases being personally guaranteed by the owners.

Shelia Vaught made a motion to approve the lease with Textbook Brokers, Inc. The motion was seconded by Bobby Reynolds. The board voted unanimously to approve the lease.

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: Lease between the University of Central Arkansas (“Lessor”) and Mosaique Bistro and Grill of Conway, Arkansas.
2. Purpose: Mosaique Bistro and Grill is leasing approximately 3,522 square feet in Donaghey Hall on the Donaghey Street side in order to operate a restaurant.
3. Term: The term of the lease is 5 years, beginning on the date Mosaique is able to access the newly constructed Donaghey Hall.
4. University Funds to be paid: N/A.
5. Funds Received: The base rent is an annual amount of \$15.00 per square foot. In addition, the tenant will pay a pro-rata share of the costs of the common area maintenance. Common area maintenance includes taxes assessed against the building and utilities allocated to the common areas of the building. The tenant shall pay for its own utilities and taxes.
6. Public Bid/Purchasing Approval: N/A.
7. Special Provisions/Terms/Conditions: The university will initially provide tenant with up to \$33 per square foot as a tenant finish allowance. Mosaique will apply for an alcohol permit with the Arkansas Alcohol Beverage Control Board.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: August 10, 2015



MOSAÏQUE*

BISTRO & GRILL

(*Working Title)

Johnny Ho and Alexander Tyler, MD

YYB, Inc



Project Description

- ▶ Our mission is to bring a world class dining and entertainment experience to the Donaghey Corridor Project (DCP).
- ▶ Our goal is to be a fully integrated component of the University of Central Arkansas (UCA) that not only respects and upholds the traditions of the university but will also create new experiences that will become tradition over time.
- ▶ Our vision is to become a long-term integrated partner of UCA that engages the students, faculty, staff, and community on multiple levels.



Project Scope

- ▶ Mosaïque, as its name implies, is a multi-faceted American bistro and grill concept that integrates a variety of cuisines with a southern spin that we affectionately call Southern Comfort Fusion™. We will share this with you!
- ▶ We will serve lunch and dinner daily and brunch on the weekends. We will also offer late night Tapas inspired delicacies. We will focus as much as possible on locally sourced foods. We will also donate a percentage of our sales to the Women's Shelter of Central Arkansas.



Project Scope

- ▶ The Donaghey Corridor Project needs an anchor establishment that will provide students, faculty, staff and the community a place that offers high quality food and entertainment that is safe, convenient, classy, and affordable. We will bring this to you!
- ▶ We are staunch supporters of the community and want to work in a harmonious and synergistic way with the other businesses involved in the Donaghey Corridor Project: cross promotions, group purchasing, community events, etc. We will help organize this with you!



Objectives

- ▶ To provide a world class dining experience for all patrons:
 - ▶ From the student perspective: multiple cost effective and delicious dishes from the healthy to the decadent in a warm and friendly environment.
 - ▶ From the faculty and staff perspective: as above with the addition of the ability to host potential job applicants to UCA as well as other official business luncheons/dinners/private parties.
 - ▶ From the community's perspective: as above with the addition of any and all social occasions: graduation, date night, prom, birthday's, etc.
 - ▶ If allowed, we will provide a full service bar with our own signature drinks. A strict ID policy will be adhered to and enforced at all times.

Objectives

- ▶ To provide a world class entertainment experience for all patrons:
 - ▶ We will provide live entertainment at Mosaique and are currently negotiating contracts with Arkansas based performers such as: Rodney Block, The Funkanites, and others.

- ▶ Rodney Block:



- ▶ The Funkanites:





Deliverables

- ▶ YYB, Inc. will provide a world class dining and entertainment experience for the DCP as outlined above.
- ▶ YYB, Inc. will comply fully and totally with the bylaws of UCA and the lease agreement. We are currently estimating a need of approximately 3500 sqft for Mosaïque.
- ▶ YYB, Inc. will be open and available for further discussions with UCA about the Mosaïque project.
- ▶ YYB, Inc. will provide educational opportunities in conjunction with UCA for students interested in mentoring/internships at Mosaïque.
- ▶ YYB, Inc. is currently willing and able to fully self-finance Mosaïque.
- ▶ YYB, Inc. will include a draft menu in conjunction with this presentation.
- ▶ YYB, Inc. will provide images that convey the style the Mosaïque project aims to achieve.

Mosaïque Menu* (*Work in Progress)

▶ Appetizers

- ▶ Mosaïque Charcuterie Board
- ▶ Crawfish Taquitos
- ▶ Black Bear Cheesesteak Roll
- ▶ Grilled Chicken Skewers
- ▶ Spinach-Artichoke-Crab Dip
- ▶ Edamame Humus Dip
- ▶ Bruschetta
- ▶ Bacon Wrapped Jalapeño Poppers
- ▶ Twisted Falafel
- ▶ Guacamole and Salsa

▶ Sandwiches

- ▶ Prime Rib French Dip
- ▶ Green Chile Burger
- ▶ Kobe Burger
- ▶ Veggie Burger
- ▶ Banh Mi Grilled Pork Sandwich
- ▶ Texas Avocado Burger
- ▶ California Club Sandwich
- ▶ Fried Bologna Sandwich
- ▶ Chicken Salad Sandwich
- ▶ BBQ Wrap (Chicken or Shrimp)
- ▶ Grilled Cheese

Mosaïque Menu* (*Work in Progress)

► Soups:

- Lentil Soup
- Baked Potato Soup
- Tomato Basil Soup
- Soup of the Day

► Salads:

- Caesar Salad
- Cobb Salad w/ fried chicken
- House Salad
- Mosaic Salad (choose your meat)
- Grilled Salmon Salad (citrus/blood orange vinaigrette)
- Chicken Salad

► Entrees:

- Iron Skillet Fried Chicken
- Filet Mignon
- Grilled Pork Chop
- Flame Roasted Chicken (Beer Can?)
- White Pepper Salmon
- Halibut w/ Fennel & Apple
- Blackened Shrimp or Chicken or Crawfish Pasta
- Veggie Tofu Stir Fry
- Chef's Special Changed Quarterly

Mosaïque Menu*

(*Work in Progress)

▸ Sides:

- Mac and Cheese
- Sautéed Shrimp
- Sautéed Scallops
- Fresh Garden Salad
- Sliced Fresh Fruit (Seasonal)
- Truffle Fries
- Purple Fingerling Mashed Potatoes
- Pan Fried Brussel Sprouts
- Pan Fried Asparagus
- Roasted Vegetables (Seasonal)
- Crashed Potatoes
- Sweet Potato Fries

▸ Signature Drinks:

- Mojito
- Mint Julep
- Margaritas
- Cajun Lemonade
- Pineapple Martini

▸ Desserts:

- Crème Brule (passion fruit, vanilla, chocolate)
- Pies – different weekly.
- Carrot Cake
- Multi-Layer Chocolate Cake
- Banana Foster Cheesecake
- Cherries Jubilee Cheesecake

Mosaïque Design* (*Work in Progress)





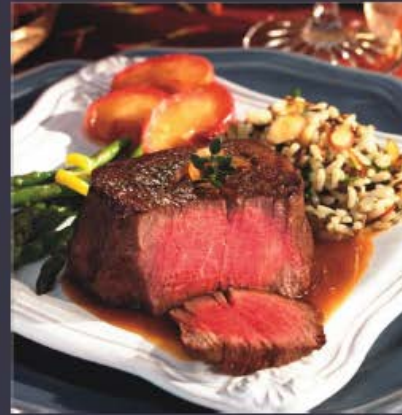


Mosaique Food*

(*Work in Progress)









Contact Information

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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: Lease between the University of Central Arkansas (“Lessor”) and Woods Group Enterprises, LLC, d/b/a Uncle T’s Deli-Market of Little Rock, Arkansas.
2. Purpose: Uncle T’s Deli-Market is leasing approximately 3,726 square feet in Donaghey Hall on the Bruce Street side in order to operate a deli and food market.
3. Term: The term of the lease is 5 years, beginning on the date Uncle T’s Deli-Market is able to access the newly constructed Donaghey Hall.
4. University Funds to be paid: N/A.
5. Funds Received: The base rent is an annual amount of \$15.00 per square foot. In addition, the tenant will pay a pro-rata share of the costs of the common area maintenance. Common area maintenance includes taxes assessed against the building and utilities allocated to the common areas of the building. The tenant shall pay for its own utilities and taxes.
6. Public Bid/Purchasing Approval: N/A.
7. Special Provisions/Terms/Conditions: The university will initially provide tenant with up to \$33 per square foot as a tenant finish allowance.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: August 10, 2015

Donaghey Hall Lease Proposal



WOODS GROUP DEVELOPMENT, INC.

2200 S. Main Street
Little Rock, AR 72206
(501) 372-2230



HISTORY

The Woods family has been

in the grocery business since the mid-nineteen sixties when Dr. William H. Woods, Margaret Woods (his wife) and Willie L. Woods (his brother) purchased Braswell's Grocery Store; a storefront grocery located on West 16th Street and High Street (now Martin Luther King Dr.). The business operated at this location for approximately fourteen years; being run by family members including Dr. Wood's children William Jr. and Ron Woods. The family's goal was to expand into a larger standalone facility to service the community better and provide a true convenience store comparable to any in Little Rock.



Original location of Braswell's Grocery Store - 16th & High Streets 1965

This goal was realized in July 1979 upon the completion of a new 4,700 sq.ft. strip shopping center developed by the Woods family (led by Dr. Woods), at the intersection of Martin Luther King Jr. Drive and Daisy G. Bates Blvd. (former High Street and West 14th Streets, respectively). The family moved

the store to the new shopping center in 1979; changing its name to Uncle T's Food Mart in recognition of Tillman Green, uncle of Dr. William H. Woods and Willie L. Woods. Uncle Tillman was the Woods brother's role model and first in the family to own a grocery store in their home town of Sunset, Arkansas, 7 miles from West Memphis, Arkansas. Since moving to its new location, the business has been managed by William H. Woods, Jr. whom assumed this position upon graduation from Morehouse College in Atlanta, GA in 1979. William Jr. is still manager today.



Present location since 1979

Uncle T's is in the midst of a strategic expansion. We have been in business long enough to see the convenience store industry go through significant changes. These stores have changed from a convenient outlet for picking up grocery items and fresh food products to a pit stop for gas and "junk food". We have stayed true to our original mission through the years; providing our cliental with a convenient means of picking up fresh food fast.

We are enhancing our business model by expanding our deli department into a full delicatessen. Presently we sell some

of the best sandwiches in Central Little Rock. Our products are made to order, slicing meat straight from the deli in any combination you may want. This is the concept we will bring to UCA; all convenience store

in it's true meaning. A place you can quickly get a cup of coffee, pick up fresh meats and vegetables or a snack. On the other hand, you can take your time and “stay awhile” and dine in our delicatessen. Enjoy our signature deli sandwiches, soups and salads made fresh daily. We have been a staple in the Little Rock community for over thirty (30) years and would like to become a staple in the Conway Community. Providing quality products, an inviting and professional atmosphere and convenience for the UCA student and the Conway citizens alike.

UNCLE T'S DELI MARKET MODEL KEY POINTS



1. Creation of a prototype store which is a mix of delicatessen and convenience store. Our existing sandwich and meat deli will be expanded into a full service delicatessen serving salads, soups and a limited array of hot foods. The convenience store will be expanded to include a full line of fresh fruits and vegetables which we don't presently carry. This deli food market model in a convenience store format will be unique for UCA.
2. We have a proven system that works and have been in operation for over fifty (50) years. Our deli products are a super value: “enough to feed two (2) for less than most

competitor's regular sub sandwich price point. Our deli sandwiches are legendary in Little Rock as we have been doing them for 30 years.

- 3. We intend to focus on customer service in such a way that sets us apart from your average convenience store. We want to create a neighborly atmosphere with personalized service that entices you to want to come back, "even just to visit".



Jasmine Jazzary Scott — 5★ Love the food there

Like · Comment



Beth Bertha Smith — 5★ Best corned beef sandwich!

Like · Comment



Cadillac Pat — 5★ Been shopping at uncle t's for years and they like family. Best service in town.....

Like · Comment



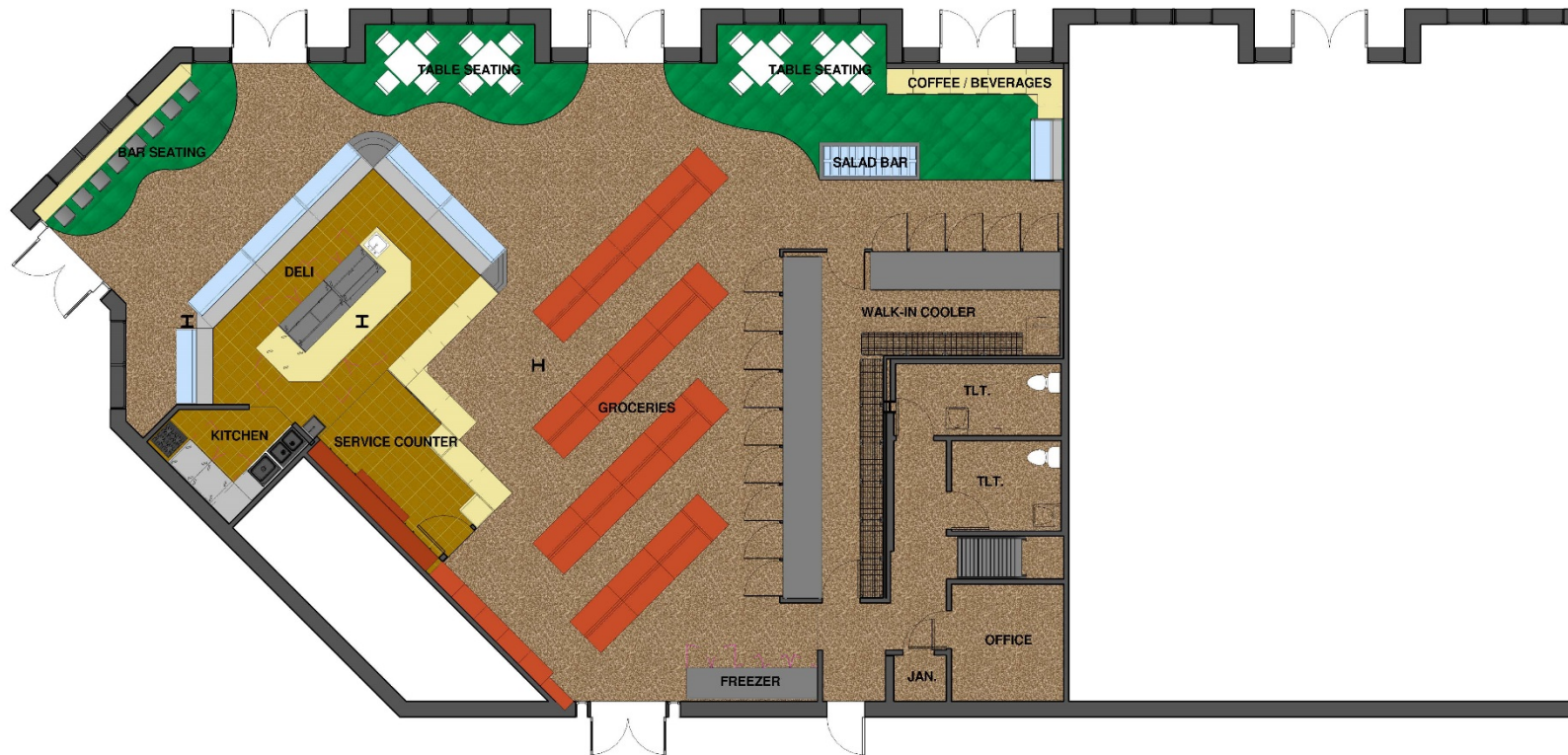
Kerri Thomas — 5★ Cajun turkey sandwich is so freaking good

Like · Comment



Mark BigGreene Greene Jr. — 5★ Man, the Cajun Turkey sandwich is slammin..... My family luv's there Hogs-Head Cheese.....

Like · Comment



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: Lease between the University of Central Arkansas (“Lessor”) and Textbook Brokers, Inc.
2. Purpose: Textbook Brokers is leasing approximately 1,435 square feet in Donaghey Hall on the Donaghey Street side in order to operate Bear Wear, a UCA apparel and gear store.
3. Term: The term of the lease is 5 years, beginning on the date Textbook Brokers, Inc. is able to access the newly constructed Donaghey Hall.
4. University Funds to be paid: N/A.
5. Funds Received: The base rent is an annual amount of \$15.00 per square foot. In addition, the tenant will pay a pro-rata share of the costs of the common area maintenance. Common area maintenance includes taxes assessed against the building and utilities allocated to the common areas of the building. The tenant shall pay for its own utilities and taxes.
6. Public Bid/Purchasing Approval: N/A.
7. Special Provisions/Terms/Conditions: The university will initially provide tenant with up to \$33 per square foot as a tenant finish allowance.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: August 10, 2015

Contract Review Procedures – Board Policy No. 416 (1107 Oak Avenue, Conway, AR)

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 university to enter into a contract with the following:

- Robert Adcock, Jr.

The following resolution was adopted upon motion by Joe Whisenhunt and second by Elizabeth Farris. Brad Lacy abstained from the vote.

“BE IT RESOLVED: That the Board of Trustees authorizes the administration to enter into the contract with the company/organization 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 and funds in excess of \$250,000

SUMMARY

1. Parties: Robert Adcock, Jr. (“Lessor”) and University of Central Arkansas (“Lessee”).
2. Purpose: Lease of approximately 2,500 square feet at 1107 Oak Avenue, Conway, AR. The university will use the space for small events, community engagement, and to display art and other projects prepared by students.
3. Term: The term of the proposed lease is three years, from approximately January 1, 2016, until December 31, 2019. The lease will begin on the first day of the calendar month after receipt of a notice to occupy.
4. University Funds to be paid: The university will initially pay \$30,000 per year (\$2,500 per month). The rent will increase 2 percent each year.
5. Funds Received: None
6. Public Bid/Purchasing Approval: No bid or purchasing requirements involved.
7. Special Provisions/Terms/Conditions: Lease will be 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: August 10, 2015

Health Insurance/Benefits – Self-insurance Proposal

A study was recently undertaken regarding UCA changing from a fully-insured model to a self-insured model for the health insurance program, effective January 1, 2016. This study was led by Stephens LLC, UCA's employee benefit consultant.

Based on the results of this study, UCA would have saved approximately \$1.3 million over the past 24-months had a self-insured model been in place. A competitive Request for Proposal (RFP) was also conducted in order to determine which third-party administrator (TPA) would be best equipped to serve UCA in a self-insurance arrangement. Three finalists were interviewed and United Healthcare, UCA's current fully-insured health plan carrier, was selected as our TPA. The RFP review committee was composed of a faculty member (Dr. Victor Puleo) and staff member (Colin Stanton), along with key financial and administrative personnel within the university and Stephens, LLC.

A self-insured model will allow the university to have access to aggregate (not individual) data among its employees indicating what health care issues are driving the expenses of the health plan. In a fully-insured model, UCA does not have access to this aggregate information. Using this aggregate data, the university will be able to develop a comprehensive wellness program specific to the needs of our employees. The university will hire a full-time wellness coordinator with the salary and benefit costs of that position being funded by the self-insured health plan.

Many organizations have moved to a self-insurance model since the enactment of the Affordable Health Care Act. Several universities and local organizations within the State of Arkansas are self-insured including the University of Arkansas System, Arkansas State University, Harding University, Hendrix College, Nabholz, Conway Regional Medical Center, and Acxiom.

Moving to a self-funded model does involve some risk that was not previously exposed in a fully-insured model. To offset that risk, UCA will secure appropriate reinsurance coverage to cover high dollar claims that may occur. Additionally, monthly reports will be provided and quarterly meetings will take place between United Healthcare, Stephens, LLC, and appropriate UCA financial and administrative officials in order to closely monitor the performance of the self-insured health plan.

All administrative costs (reinsurance, TPA administration fee, etc.) will be built into the health insurance premium. The current health plan premium rates are not expected to change. Plan design changes, if any, will be minimal.

The following resolution was unanimously adopted upon motion and second:

“BE IT RESOLVED: That effective January 1, 2016, the UCA health insurance plan will become self-funded, and that the changes and revisions to such plan as set forth above be implemented by the administration.”

Acceptance of Legislative Audit Report for Fiscal Year 2014

In accordance with Act 4 of 1991, the Board of Trustees is required to review audit reports and the accompanying comments related to publicly-funded institutions. The act requires that the board take appropriate action related to each finding and recommendation contained in the report.

There were no audit report findings for fiscal year 2014. Supplemental comments were provided to management and were submitted for the board's review prior to the August 21, 2015 meeting.

The following resolution was unanimously adopted upon motion by Kay Hinkle and second by Joe Whisenhunt:

“BE IT RESOLVED: That the Board of Trustees accepts the audit report for the fiscal year 2014 as prepared by the Arkansas Division of Legislative Audit.”

DRAFT


Draft documents are subject to change. This draft document is an integral part of the audit documentation of the Division of Legislative Audit, is not considered a public document, and is not subject to the Freedom of Information Act. After the audit report has been presented to the Legislative Joint Auditing Committee, the report and copies of audit documentation become open to public inspection, except those documents specifically exempted in Ark. Code Ann. § 10-6-422.

UNIVERSITY OF CENTRAL ARKANSAS

SUPPLEMENTAL FINDINGS
FOR THE YEAR ENDED June 30, 2014

Audit
Year: 2014

#	Finding	Recommendation	W/P Reference
7	The University incorrectly reported bond issuance costs in the amount of \$157,020 as supplies and services on the SRECNP.	We recommend that that the financial statements be restated to include bond issuance costs as a nonoperating expense on the SRECNP. - University restated.	M.5

<u>Controller</u> Title	 Signature	<u>6/17/15</u> Date
_____ Title	_____ Signature	_____ Date
<u>President</u> Title	<u>TC</u> Signature	<u>6/17/2015</u> Date
_____ Title	_____ Signature	_____ Date

Distinguished Alumni Awards – Board Policy No. 403

The Distinguished Alumnus Award is the most prestigious award presented to an alumnus of the University of Central Arkansas (UCA). A distinguished alumnus of UCA is recognized for outstanding contribution to the university, community, state or society; outstanding achievement in a particular field of endeavor; possessing a reputation that enhances the reputation of the university and serves as an example to UCA students; and contributing to the goals or the welfare of the university.

The University of Central Arkansas has awarded the citation of “Distinguished Alumnus” since 1986. The Distinguished Alumnus Selection Committee unanimously recommends that Dr. Linda Beene Ballard and Mr. James Neihouse receive the award for 2016.

Linda Beene Ballard

Dr. Ballard, senior vice president of Martin-Wilbourn Partners, was previously associate provost and dean of the University of Arkansas Global Campus as well as director of the Arkansas Department of Higher Education (ADHE). Ballard has over 38 years of service to Arkansas higher education during which she has served as a trailblazer and leader on state and university levels and has represented Arkansas higher education nationally. Ballard holds degrees from the University of Arkansas (UofA), the Catholic University of America in Washington, D.C., and the University of Central Arkansas.

At the state level, Ballard had the distinction of appointments by governors of both major political parties. First serving in Governor Bill Clinton's administration and being appointed twice to Governor Mike Huckabee's cabinet, serving as director of the Workforce Investment Board and director of the Arkansas Department of Higher Education. As director of ADHE, she coordinated approval of all academic programs and accountability for Arkansas' 33 public colleges and universities; guided state and federal funding efforts that included development of a need-based funding formula, which gave additional weight to the land-grant mission of the UofA Fayetteville; assisted with developing the 2005 Higher Education Board Bond program; created the nationally-recognized Career Pathways program; and annually administered 40 million dollars in state scholarships. Ballard participated extensively in federal legislative and regulatory processes including meeting with members and staff of Congress, presenting testimony before Congressional committees and negotiating with federal agency staff. She represented Arkansas through national board appointments, affiliations, and presentations to the State Higher Education Executive Officers (SHEEO), Southern Regional Education Board, Southern Growth Policies Board Council, Education Commission of States, American Vocational Association, and the National Governors Association in addition to others.

Over the past three decades, Ballard has been both a university and community college administrator, having previously held appointments as division director at the University of Central Arkansas, director at Henderson State University and vice president of the University of Arkansas campuses at Fort Smith and Helena. As director of continuing education at UCA, Ballard worked with the architects and administration to design and furnish Reynolds Performance Hall as well as create the operational plan for Brewer-Hegeman Conference Center, which continues to serve community and state needs.

Ballard began her state-level career in the 1970's in the Arkansas Department of Education, providing support for public school programs and subsequently implemented legislative mandates to create two state agencies with missions of higher education and economic development. For 14 years, Ballard was a consultant in organizational development and training for Fortune 500 companies including Georgia-Pacific Corporation.

Ballard was appointed to lead the School of Continuing Education and Academic Outreach at the University of Arkansas. She was the first female Arkansan to be named dean of a school or college of the University of Arkansas. She was responsible for branding the marketing term Global Campus, as well as designing and opening a new facility in Rogers, Arkansas. She implemented a more efficient revenue sharing agreement with university partners and facilitated the move of certain courses into ISIS, the Integrated Student Information System, for more student-friendly enrollment. Upon her retirement from UofA Fayetteville, Sharon Gaber, Provost and Vice Chancellor for Academic Affairs at the University of Arkansas praised Dr. Ballard, stating, "Dean Linda Beene has been a great asset to the state of Arkansas. At the University of Arkansas she spearheaded our distance education efforts and developed our Global Campus in Rogers. Her knowledge and experience will be missed."

Dr. Ballard remains active in her commitment to education and leadership development in Arkansas. She has served as a member of the AETN Foundation Board and currently serves as board chair. In 2008 she was the founding director of the Arkansas Association of Two-Year Colleges (AATYC) Leadership Initiative fostering leadership for aspiring leaders in the two-year colleges within Arkansas. She continues to direct that initiative with three sessions annually in various locations in Arkansas and enrollment continues to grow. The initiative has had 190 program completers in seven years making a positive impact for the leadership of two-year institutions in Arkansas.

Ballard has remained dedicated to her alma mater, the University of Central Arkansas, throughout her life and career. She is a regular contributor to UCA through her time, talent, and financial contributions. She has served as a member of the UCA Alumni Association Board, served as a faculty member for the inaugural class of the UCA PhD Leadership Studies program and continues to support the program's students and faculty as a consultant, mentor and program advisor. Ballard is a charter member and the first chairperson of the Reynolds Community Council dedicated to advocacy, consultation, programming and fundraising support of the Reynolds Performance Hall at UCA and continues in that role.

In summary, Dr. Linda Beene Ballard meets all criteria for selection as a Distinguished Alumna from the University of Central Arkansas. She has made outstanding contributions to the state of Arkansas and been recognized nationally for her successes in the field of higher education. She possesses a reputation that enhances the reputation of UCA and she continues to serve actively as an example, particularly in leadership development, to UCA students. She has also demonstrated her willingness to make contributions to the goals and welfare of UCA.

James Neihouse

James Neihouse grew up in Paris, Arkansas, the only son of Joseph and Pauline Neihouse. He graduated from Paris High School in spring of 1973. He then attended the University of Central Arkansas prior to beginning his photography education at the prestigious Brooks Institute of Photography in Santa Barbara, California.

In 1976 James earned his bachelor's degree from Brooks, becoming one of the school's youngest graduates, and was hired by Marine Photographic Associates (MPA), a Santa Barbara based production company, immediately after graduation. He wrote and produced a 20-part multimedia training course for one of the company's largest clients during his first year with MPA. His association with MPA led to his introduction to the IMAX format.

IMAX founder and president, Graeme Ferguson, hired MPA to shoot the first IMAX underwater film. This association led to more projects in the medium and a life-long friendship with Mr. Ferguson. Many significant accomplishments followed including the IMAX documentary, *The Eruption of Mount St. Helens*, which was nominated for an Academy Award for Best Short Documentary. It was James' first credit as director of photography.

After leaving MPA in early 1982, Neihouse worked on several freelance projects, which led to the video world and many more significant accomplishments.

In 1985 Neihouse moved from Santa Barbara to Cocoa, Florida and married his wife, Leslie Vock. He became active in the Florida Motion Picture and Television Association and served on the board of directors for two years.

In 1988 he started Shot in the Dark Productions, a full-service film and video production company specializing in corporate, educational, and industrial productions. Neihouse oversaw the day-to-day operation of the organization while traveling to and from film shoots around the world. Shortly after, NASA Space Technology Inc. hired Neihouse to train shuttle astronauts in the operation of IMAX cameras in space. Part of his responsibilities as IMAX astronaut training manager was to implement and improve existing training materials for the IMAX 2D camera systems and to create training systems and materials for the IMAX 3D camera systems. Many astronaut crews have singled out IMAX training, under Neihouse's leadership, as an example of how other payloads should train. He has attended flight certification and review meetings in both the United States and Russia.

Following is a list of a few of Neihouses' commendations, awards and accomplishments:

- NASA's special commendation for his work on the STS-51 shuttle flight;
- Two NASA group achievement awards for his contributions to IMAX 2D and 3D payload integration and support;
- The "Silver Snoopy" award presented by the astronauts of the Expedition 1 crew of the International Space Station;
- Two Outstanding Achievement in Cinematography awards from the Giant Screen Cinema Association;

- The Kodak Vision Award for Space Station 3D from the International Festival de la Geode, in Paris, France;
- NASA commendation on the 25th anniversary of the orbiting telescope in 2015 as a member of the Hubble Space Telescope team;
- The first Distinguished Alumni Award from Brooks Institute in 2008;
- Inducted into the Paris, Arkansas, Hall of Fame in 2011; and
- Invited to become a member of the Academy of Motion Picture Arts and Sciences, cinematographers branch, in 2014.
-

James Neihouse has filmed polar bears face-to-face in the Arctic, wild tigers in India, chimpanzees in Africa, The Rolling Stones on tour across Europe, space shuttle and rocket launches, the Pope, AIDS orphans in Sub-Saharan Africa, erupting volcanoes, great white sharks, whales, elephant seals, and too many other things to mention, but he always brings excitement, creativity, and a drive to do the best to anything he sets out to do.

Mr. James Neihouse meets the criteria for selection as a Distinguished Alumnus for the University of Central Arkansas. He is recognized nationally and internationally for his outstanding contributions to the fields of photography, videography, cinematography, and the IMAX format. He possesses a reputation that enhances the reputation of UCA.

The following resolution was unanimously adopted upon motion by Kay Hinkle and second by Joe Whisenhunt:

“BE IT RESOLVED: That the Board of Trustees hereby recognizes the contributions and achievements of the above individuals and confers on each of them the honor of Distinguished Alumnus. The board directs the administration to prepare appropriate formal resolutions and memorials to recognize their accomplishments.”

Degrees to Dental, Medical, Pharmacy, Optometry, and Veterinary School Students – Board Policy No. 338

The university has granted degrees to students who attend professional schools under Board Policy 338 since 1982. The adoption of the UCA Core and the reduction in degree hours from 124 to 120 require modifications to the current policy. The reduction in required credit hours is designed to correspond to students completing three years of an undergraduate degree program. Because these students will have transferred to their professional programs when they would otherwise be completing the upper-division elements of the UCA Core, we recommend that the policy require these students to have completed the core requirements for an undergraduate degree that are required by the State of Arkansas (the “state minimum core”).

Appropriate university councils and administrators have recommended approval of these modifications to Board Policy No. 338.

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 the proposed modifications to Board Policy No. 338 – Degrees to Dental, Medical, Pharmacy, Optometry, and Veterinary School Students, 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: 338

Subject: Degrees to Dental, Medical, Pharmacy, Optometry, and Veterinary School Students

Date Adopted: 02/82 Revised: 12/12, 8/15

Students who have been accepted to accredited dental, medical, pharmacy, optometry, or veterinary schools prior to completion of a degree program at the University of Central Arkansas may, upon successful completion of the first year of their professional program, receive a degree from UCA provided they have met the following requirements:

1. **Successful** completion of **at least 96 90 credit** hours of study with at least 75 **credit** hours **earned** in residence at UCA;
2. Completion of the ~~general education requirements~~ **state 35-hour minimum core curriculum**; and
3. Completion of a major area of study. Courses in the professional curriculum may, with the approval of the department chairperson, be used to satisfy the major requirements.

The University of Central Arkansas may enter into agreements with other institutions to confer appropriate degrees on students who successfully complete a professional degree program in the areas listed above. Before implementation, any such agreements must be reviewed through the curriculum process.

NOTIFICATIONS/DELETIONS

Notification: New Graduate Certificate in Special Education K–12

The Department of Elementary, Literacy, and Special Education proposes to create a Graduate Certificate (GC) credential for the Special Education K–12 licensure curriculum. The proposed certificate curriculum is consistent with courses required for completion of UCA’s approved Graduate Endorsement Program for K–12 Special Education. The program will provide candidates with a recognized certificate in K–12 Special Education and give teachers formal acknowledgement of their graduate work without the completion of a master’s degree. An approved certificate program will also allow the university a more sophisticated method of tracking graduate students.

Students who desire to seek the 30 hour MSE in Special Education may do so by completing 9 hours of graduate courses (ELSE 6309, ELSE 6384, and ASTL 6380) beyond the 21–hour certificate in K–12 Special Education.

All appropriate committees, councils, and administrators have recommended implementation of this proposal, and the provost and president have approved it.

Supporting materials (following pages): (1) UCA Curriculum Form 3, (2) ADHE Form LON-10

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

Department Elementary, Literacy, and Special Education Date April 21, 2015

The program is: UNDERGRADUATE
 GRADUATE

Bulletin title of program (brief):

Graduate Certificate Program in K-12 Special Education

Brief description of program:

The 21 hours graduate level program is designed to provide advanced knowledge and skills in the discipline of special education to licensed general education teachers. Candidates will gain expertise in the area of special education including foundations, development and characteristics of learners, individual learning differences, instructional strategies and planning, learning environments, guidance and behavior management, communication, working with families, assessment, and professional and ethical practice. The program will provide candidates with a recognized certificate in K-12 Special Education, as well as give teachers formal acknowledgement of their graduate work without the completion of a masters degree. Students who desire to seek the 30 hour M.S.E. in Special Education may do so by completing 9 hrs of graduate courses (ELSE 6309, ELSE 6384, and ASTL 6380) in addition to the 21 hour certificate in K-12 Special Education.

Proposed effective date for new program (term and year): Fall 2015/Spring 2016

Program recommended by <u>Shouda Gray</u> Department Curriculum Committee Date <u>4-22-15</u>	<u>Bounds</u> Professional Education Council Date <u>4/29/15</u>
<u>Kathleen Atkins</u> Department Chair Date <u>4-22-15</u>	General Education Council Date
<u>Kelly Abbott</u> College Curriculum & Assessment Committee Date <u>4-22-15</u>	Undergraduate Council Date
Academic Planning & Assessment Committee Date	<u>Stephen L. Bellon</u> Graduate Council Date <u>5/20/15</u>
<u>Bounds</u> College Dean Date <u>4/29/15</u>	<u>K. Voss</u> Council of Deans Date <u>6/24/15</u>

Program approved by <u>[Signature]</u> Provost Date <u>6/25/2015</u>	Program recorded by _____ Undergraduate/Graduate Studies, Registrar Date
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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.

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

Spring 2016

5. Name of proposed graduate certificate program

GC, Special Education K–12

6. Proposed CIP Code

13.1001

7. Reason for proposed program implementation

The proposed certificate curriculum is consistent with courses required for completion of UCA's approved Graduate Endorsement Program for K–12 Special Education. The program will provide candidates with a recognized certificate in K–12 Special Education and give teachers formal acknowledgement of their graduate work without the completion of a master's degree. An approved certificate program will also allow the university a more sophisticated method of tracking graduate students.

NOTE: Students who desire to seek the 30 hour MSE in Special Education may do so by completing 9 hours of graduate courses (ELSE 6309, ELSE 6384, and ASTL 6380) beyond the 21–hour certificate in K–12 Special Education.

8. Provide the following:

a. Curriculum outline (all courses required)

ECSE 6300 Philosophical, Historical, and Legal Aspects of Special Education
ECSE 6304 Behavior Management and Analysis in Special Education
ECSE 6308 Educational Assessment in Special Education
ECSE 6366 Educational Programming for Students with Mild Disabilities K-12
ECSE 6367 Educational Programming for Students with Significant Disabilities K-12
ECSE 6314 Diagnosis and Intervention of Reading Difficulties
ECSE 6333 Math and Science for Diverse Learners

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

21 semester credit hours. This GC exceeds the usual limit of 18 because of Special Education K–12 licensure requirements.

c. New courses with descriptions

No new courses have been developed for this program. All courses have been previously approved for the Endorsement Program in Special Education K–12.

d. Program goals and objectives

The 21-hour graduate level program is designed to provide knowledge and skills in the discipline of special education to licensed general education teachers. Candidates will gain expertise in the area of special education including foundations, development and characteristics of learners, individual learning differences, instructional strategies and planning (for teaching content areas such as literacy, math, and science), learning environments, guidance and behavior management, communication, working with families, assessment, and professional and ethical practice. Upon the successful completion of the proposed curriculum and Arkansas state licensure test, candidates will be eligible for an Arkansas teaching license in Special Education K-12.

e. Expected student learning outcomes

The curriculum is designed to exit licensed teachers who:

- Apply their knowledge of central concepts, tools of inquiry, and structures of special education to establish learning experiences that are meaningful for students.
- Plan curriculum and instruction based on human growth and development, learning theory, and research-based exemplary practices to meet the individual needs of students with disabilities.
- Access the general education curriculum demonstrating a strong knowledge and skill set in academic content areas.
- Provide support and instruction to students with cognitive, physical, behavioral, multiple, and/or health disabilities from kindergarten through 12111 grade in different educational settings such as self-contained, resource, and regular classrooms.
- Effectively collaborate and work closely with general education teachers, related service personnel, administrators, and families to ensure all students are given every opportunity to reach their full potential.
- Effectively integrate technology, instruction and learning.

f. Documentation that program meets employer needs

N/A. Program in place already as Endorsement Program

g. Student demand (projected enrollment) for proposed program

N/A. Program in place already as Endorsement Program

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

N/A. The approved Endorsement Program is designed to meet the licensure requirements for the new Arkansas K–12 Special Education license.

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

AY 2020–21 (the next scheduled comprehensive CAEP review)

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

The Endorsement Program for K-12 Special Education was approved by Arkansas Department of Education on March 27, 2015. The approval letter is reproduced on page 4.

10. Institutional curriculum committee review/approval date

Undergraduate/Graduate Council: 5/26/2013
Council of Deans: 6/24/2015

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

The 21-hour certificate will be offered via distance education using a combination of asynchronous, synchronous (Blackboard Collaborate), and hybrid models.

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: 7/14/2015

Board of Trustees Notification Date: 8/21/2015 (expected: next scheduled BOT meeting)

Chief Academic Officer: _____ 6/25/2015
SIGNATURE DATE

[UCA form updated 2014-02-05]



ARKANSAS DEPARTMENT OF EDUCATION

Johnny Key
Commissioner

March 27, 2015

**State Board
of Education**

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Little Rock

Diane Zook
Melbourne

Dr. Kathleen Atkins
Chair, Early Childhood and Special Education
University of Central Arkansas
201 Donaghey Avenue
Mashburn Hall Room 150
Conway, Arkansas 72035

Dear Dr. Atkins,

The Arkansas Department of Education (ADE) has completed its review of the proposal submitted by the University of Central Arkansas for a revision to the Master of Science in Education in Special Education program and the Graduate Endorsement program, leading to Special Education K-12 endorsement. I am pleased to inform you that the ADE has approved these graduate programs of study, which will be implemented beginning with the fall 2015 semester. Candidates may be recommended for the Special Education K-12 endorsement upon completion of the prescribed program of study and the required licensure assessments.

Thank you for providing professional education programs in your area of the state to serve the schools and students of Arkansas. Best wishes for the success of your Master of Science in Education in Special Education program and Graduate Endorsement program.

Sincerely,

A handwritten signature in black ink that reads "Heather Newsam".

Heather Newsam
Arkansas Department of Education
Program Advisor, Educator Preparation
Office of Educator Licensure

Cc: Dr. Steven W. Runge, Provost and Vice President for Academic Affairs, UCA
Ms. Karli Saracini, Director of Educator Licensure, ADE
Ms. Ann Clemmer, Senior Associate Director for Academic Affairs, ADHE
Ms. Lillian Williams, Program Specialist, Academic Affairs, ADHE

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EXECUTIVE SESSION

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

OPEN SESSION

The following motion made by Bobby Reynolds with a second by Kay Hinkle was unanimously approved:

“I move that all appointments, adjustments to salary and title, resignations and other matters set forth on the personnel list and the addendum discussed in executive session be approved.

ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned upon motion by Elizabeth Farris and second by Joe Whisenhunt.

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

**Brad Lacy
Chair**

**Elizabeth Farris
Secretary**