

The University of Central Arkansas Board of Trustees convened in a called meeting at 3:00 p.m., Monday, May 23, 2016, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present:

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

ACTION AGENDA

Fees – Mandatory General Registration and Other – Board Policy No. 630

The administration proposes a 4.25% increase for all mandatory tuition and fees. The following are the proposed changes in mandatory general tuition and fees:

1. **General Registration (Tuition):** For undergraduate students, the current tuition rate (the general registration fee) is \$197.25 per credit hour. For graduate students, the current tuition rate is \$243.04 per credit hour.

Based upon a review of the needs of the university and in order to prepare the proposed operating budget for the next academic year, the administration proposes that tuition for undergraduate students be **increased by \$10.18 per credit hour, which would make the hourly tuition rate \$207.43.**

For graduate students, the administration proposes an **increase of \$12.19 per credit hour, raising the hourly tuition rate to \$255.23.**

Justification: If approved, these increases will generate approximately \$2.7 million in additional revenue for the operating budget, assuming the same enrollment of full-time equivalent students as the 2014-15 fiscal year. The additional revenue (plus some budget reductions) will be applied toward a number of salary efforts including a 2% cost-of-living adjustment for faculty and staff, faculty promotions and advancement, and four faculty positions. Other expenses to be covered include professional development for faculty and staff, leases, and various contracts.

2. **Athletic Fee:** A comprehensive review of the athletics budget indicates a need for additional revenue to support the program. The administration is proposing a **\$1 increase in the Athletic Fee raising it from \$17 to \$18 per credit hour.**

Justification: A multi-year review was performed on the athletics budget to determine if the current funding model was sustainable since there has not been an increase in the athletic fee since FY2010-11. It was determined the budget would require an additional defined revenue stream. With the \$1 increase, UCA's athletic fee is still the third lowest out of the four Division I Arkansas public universities.

3. Graduate Fully Online Programs: In December 2012, the board approved lowering tuition and fees to a flat rate of \$240 per hour for graduate programs offered fully online with a commitment to not increase the rate for two years. The intent is to phase in an increase to make the rate for graduate fully online programs more consistent with other graduate online programs, which is currently \$333 per hour. The fee for graduate fully online program was increased from \$240 to \$270 for FY16. This proposal takes the rate from **\$270 to \$300 which is an increase of \$30** per hour or an 11.1% increase. The increase for a student taking a three-hour class would be \$90.00. The revenue is not calculated into the proposed budget due to the unpredictability of the online programs.

Justification: This action is to phase in an increase in cost for graduate fully online programs making the rate more consistent with other graduate online programs.

4. Global Education Project (GEP): Since 2011, the University of Central Arkansas has entered into agreements with foreign universities to establish the GEP. The general purpose of the agreements is to establish a specific educational program between participating institutions, which will promote academic linkages and enrich understanding of the cultures of the countries involved.

In order to enter into these agreements in an appropriate timeframe, the university must establish a flat rate that encompasses several estimated costs. These costs include tuition and fees, housing, meals, insurance and other necessary costs.

The GEP rate for fall 2015 and spring 2016 includes 12 undergraduate hours at a rate of \$7,650 per semester.

The 2016 GEP rate for each 5-week summer session includes six hours at a rate of \$3,225.

The administration proposes an increase of \$200 for fall 2016 and spring 2017, making the per semester rate \$7,850. The corresponding GEP rate increase for a 5-week summer session will be \$125 bringing the rate to \$3,350 for summer 2017. These increases translate to a 2.6% increase for the fall and spring semesters and a 3.9% increase for the summer sessions.

Justification: The Office of International Engagement and the Office of Student Accounts work together to determine the best estimate for an all-in rate for students participating in the GEP program. This proposed increase takes into consideration room and board rate increases along with projected costs of insurance and other necessary costs.

5. Identification Card Replacement Fee: The university currently charges \$10 for replacing a student identification card. The administration proposes to increase this fee to \$15.

Justification: Identification cards contain new technology resulting in additional cost to the university. An analysis was conducted comparing UCA's charge to those of other Arkansas public universities. UCA's charge was the lowest. With this increase UCA's charge will continue to be one of the lowest. This change is projected to generate about \$10,000.

The Student Government Association passed a resolution recognizing the need for the tuition/fee increase. The resolution is attached.

The following resolution was unanimously adopted upon motion by Victor Green and second by Joe Whisenhunt:

“BE IT RESOLVED: That the Board of Trustees approves the following schedule of fees as the General Registration and Fee charges, effective fall 2016.”

**University of Central Arkansas
Board Policy No. 630 – Fee Schedule**

					2016-2017	
UNDERGRADUATE FALL/SPRING					Per Hour	15 Hrs.
General Registration					207.43	3,111.45
Athletic					18.00	270.00
Student Center					4.25	63.75
Facilities Fee					12.50	187.50
HPER/Rec					9.12	136.80
Fine/Performing Arts					2.00	30.00
Cooperative Education					0.50	7.50
Technology					7.50	112.50
Library					3.00	45.00
Writing/Retention					0.35	5.25
SAB					1.59	23.85
Activity Fee	Sem					15.50
Publicaton	Sem					6.00
Radio Station	Sem					5.00
Access and Security	Sem					27.00
Health Service	Sem					65.00
Total Per Hour and Per Sem					266.24	4,112.10
Out-of-State (Note 1)					207.43	3,111.45
Out-of-State Total					473.67	7,223.55

					2017			
UNDERGRADUATE SUMMER					Per Hour	15 Hrs.		
<u>Per Hour Fees</u>								
General Registration					207.43	3,111.45		
Athletic					18.00	270.00		
Student Ctr/Recreation					4.25	63.75		
Facilities Fee					12.50	187.50		
HPER					9.12	136.80		
Fine/Performing Arts					2.00	30.00		
Cooperative Education					0.50	7.50		
Technology					7.50	112.50		
Library					3.00	45.00		
Writing/Retention					0.35	5.25		
SAB (Student Activity Board)					1.59	23.85		
Total Per Hour					266.24	3,993.60		
					Full Term			
<u>Per Semester/Term Fees</u>					May	& 10-Week	Summer 1	Summer 2
Access & Security (Note 2)					15.00	15.00	15.00	15.00
Health Services (Note 3)					32.50	65.00	32.50	32.50
Student Activity					3.50	3.50	3.50	3.50
Total Per Semester/Term Fees					51.00	83.50	51.00	51.00

					2016-2017			
ONLINE UG FALL/SPRING					Per Hour	15 Hrs.		
Online Registration					207.43	3,111.45		
Online Fee					83.81	1,257.15		
Access and Security			Sem			27.00		
Health Service			Sem			65.00		
Total Per Hour and Per Sem					291.24	4,460.60		
					2017			
ONLINE UG SUMMER					Per Hour	15 Hrs.		
Per Hour Fees								
Online Registration					207.43	3,111.45		
Online Fee					83.81	1,257.15		
Total Per Hour					291.24	4,368.60		
Per Semester/Term Fees								
					May	& 10-Week	Summer 1	Summer 2
Access & Security (Note 2)					15.00	15.00	15.00	15.00
Health Services (Note 3)					32.50	65.00	32.50	32.50
Total Per Semester/Term Fees					47.50	80.00	47.50	47.50

ONLINE GRAD FALL/SPRING				Per Hour	12 Hrs.		
Online Registration				255.23	3,062.76		
Online Fee				83.31	999.72		
Access and Security	Sem				27.00		
Health Service	Sem				65.00		
Total Per Hour and Per Sem				338.54	4,154.48		
2017							
ONLINE GRAD SUMMER				Per Hour	12 Hrs.		
<u>Per Hour Fees</u>							
Online Registration				255.23	3,062.76		
Online Fee				83.31	999.72		
Total Per Hour				338.54	4,062.48		
Full Term							
<u>Per Semester/Term Fees</u>				May	& 10-Week	Summer 1	Summer 2
Access & Security (Note 2)				15.00	15.00	15.00	15.00
Health Services (Note 3)				32.50	65.00	32.50	32.50
Total Per Semester/Term Fees				47.50	80.00	47.50	47.50
2016-2017							
GRADUATE FULLY ONLINE PROGRAMS				Per Hour	12 Hrs.		
Graduate Fully Online Program Registration				300.00	3,600.00		
The eligible Program List can be found at the following link http://uca.edu/academicaffairs/files/2015/04/uca-dedis-20152016.pdf							
2016-2017							
GEP Fall 2016/Spring 2017				Per Hour	12 Hrs.		
GEP Flat Rate					7,850.00		
2017							
GEP Summer 2017				Per Hour	6 Hrs.		
GEP Flat Rate					3,350.00		



STUDENT GOVERNMENT ASSOCIATION
THE UNIVERSITY OF CENTRAL ARKANSAS

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

Title of Resolution: Proposed Tuition Fee Increases

Sponsor: Corey Parks, Executive Vice President

Co-Sponsor: Stephanie Daigle, Senior Class President

Date presented to Senate: April 11, 2016

Student Life Committee: Adopt Do not Adopt Amend

30 YES PASSES
2 NO
1 ABSTAIN

Whereas, The University of Central Arkansas has proposed a 4.3% increase in tuition and fees;

Whereas, This increase will result in an additional \$2,728,240 to be used for E & G purposes in the FY17 base budget;

Whereas, The increases will contribute to needs such as a faculty and staff 1% cost of living adjustment, faculty pay for promotion and advancement, engineering professors, Stemteach Master teachers, salary adjustments, professional development for faculty and staff, CCCS ADHE required R&R transfer, ADHE allowed athletic transfer, Buffalo Hall lease increase, IT maintenance contracts & Advancement maintenance contract, and replenishing reserves;

Whereas, Three out of ten Strategic Budget Advisory Committee priorities are partially funded in the proposed FY17 base budget;

Whereas, During the 2014-2015 Academic year the administration did not increase tuition and fees after the Student Government Association stood in opposition;

Whereas, State higher education funding continues to remain flat while student enrollment numbers and costs of enrollment continue to rise;

Whereas, The Student Government Association continues to lobby for an increase in higher education funding from the State of Arkansas through the Arkansas Association for Students and Day at The Capitol; and

Whereas, The Student Government Association recognizes the need for budget increases to maintain the standard of excellence in the quality of education and student experience at the University of Central Arkansas and appreciates the efforts of administration to keep the cost to the students as low as possible; therefore, be it

Resolved, That the Student Government Association of the University of Central Arkansas supports a tuition and fees increase no greater than 4.5% on behalf of the UCA student body,

4.25

Fees – Room and Board – Board Policy No. 632

The current room and board rate is \$2,991 per semester (based on a double-occupancy room and the total access meal plan with \$50 declining cash balance [DCB]).

The recommended increase in **board** plans is **5.0%**. The proposed increase will cover the approved 3.25% increase in the Aramark contract and maintain the food service revenue base while still allowing for renovations and upgrades. The estimated revenue net of Aramark's increase is approximately \$243,000 per year. The Department of Housing and Residence Life completed a review of board plans from public institutions within the state, as well as those within the Southland Conference. In the proposed 2017 board plans, UCA was near the bottom of the price range for the Arkansas universities and those within the Southland Conference.

A **4.0%** increase is recommended for **room** rates. This increase is primarily related to the continuing effort to maintain and upgrade housing facilities. Recommended repairs to the residence halls and university-owned apartments exceed \$16.8 million. Estimated gross annual revenue generated from the proposed increase for the housing room rates is \$551,000. Housing's review of room rates placed UCA's proposed 2017 rates at the mid-point price range when compared to other Arkansas public universities' rates for 2016.

There is a proposed change in the **room** rate structure to charge the residents in Baridon Hall the same rate as Bear Hall. Baridon Hall offers suites with two rooms, a bathroom, and a shared common space in each suite. These living arrangements are more comparable to the offerings in Bear Hall than the other residence halls.

The proposed **room and board** rate for 2016-17 is \$3,124.00 (based on a double-occupancy room and the total access meal plan with \$50 DCB), or an overall increase of **4.50%**. This increase will result in the student paying an additional **\$133** per semester.

The proposed room and board rates were presented to the Student Government Association (SGA) Student Life Committee and the full SGA Senate in April for their consideration. The SGA passed a resolution recognizing the need for the increases. The resolution is attached.

The following resolution was unanimously adopted upon motion by Joe Whisenhunt and second by Bunny Adcock:

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

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

BOARD POLICY No. 632

Fees - Room and Board

PROPOSED ROOM RATE SCHEDULE

Fall & Spring-Per Semester	2016-17	Current	Change	%
Other Residence Halls:				
Double Occupancy Room Rate	\$1,738.00 per semester	\$1,671.00	\$67.00	4.0%
Single Room Rate	\$2,595.00 per semester	\$2,496.00	\$99.00	4.0%
RA Room	\$1,738.00 per semester	\$1,671.00	\$67.00	4.0%
Bear Hall, Baridon Hall				
Double Occupancy Room Rate	\$1,850.00 per semester	\$1,778.00	\$72.00	4.0%
Single Room Rate	\$2,707.00 per semester	\$2,603.00	\$104.00	4.0%
Residence Halls single room upgrade charge	\$857.00 per semester	\$825.00	\$32.00	3.9%
Apartment – Academic Year Double Room Rate:				
Stadium Park, Oak Tree or other apartments	\$1,960.00 per semester	\$1,885.00	\$75.00	4.0%
Bear Village, Torreyson, Erbach, 321 Western , Greek Village	\$2,078.00 per semester	\$1,998.00	\$80.00	4.0%
Donaghey Hall	\$2,078.00 per semester	\$0.00	\$0.00	0.0%
Apartment – Academic Year Single Room Rate:				
Stadium Park, Oak Tree or other apartments	\$2,865.00 per semester	\$2,754.00	\$111.00	4.0%
Bear Village, Torreyson, Erbach, Greek Village	\$2,980.00 per semester	\$2,865.00	\$115.00	4.0%
Bear Village Deluxe Single Room Rate	\$3,120.00 per semester	\$2,999.00	\$121.00	4.0%
321 Western Deluxe Single Room Rate	\$3,120.00 per semester	\$2,999.00	\$121.00	4.0%
Donaghey Hall Single Room Rate	\$3,120.00 per semester	\$0.00	\$0.00	0.0%
Apartments single room upgrade charge	\$901.00 per semester	\$866.00	\$35.00	4.0%
Average Overall Room Rate Increase				<u>4.00%</u>
Summer Terms 2017				
Any Double Room Rate	\$451.00 per summer term	\$434.00	\$17.00	3.9%
Any Single Room Rate	\$623.00 per summer term	\$599.00	\$24.00	4.0%
Winter Break - Fall 2015 Designated Residence Halls				
Any Double Room Rate	\$319.00 per term	\$307.00	\$12.00	3.9%
Any Single Room Rate	\$587.00 per term	\$565.00	\$22.00	3.9%
Spring Break - Spring 2016 Designated Residence Halls				
Any Double Room Rate	\$106.00 per term	\$102.00	\$4.00	3.9%
Any Single Room Rate	\$196.00 per term	\$189.00	\$7.00	3.7%
Summer Camp & Conferences, Winter Break, May and August Intersessions nightly rate 2016-17				
Residence Hall Double Occupancy room rate	\$15.00	\$12.50	\$2.50	20.0%
Residence Hall Single room rate	\$23.00	\$23.00	\$0.00	0.0%
Apartment Double Occupancy room rate	\$17.50	\$17.50	\$0.00	0.0%
Apartment Single room rate	\$28.00	\$28.00	\$0.00	0.0%

RENT FOR FAMILY HOUSING

Apartment	2016-17	Current	Change	%
If available	\$595.00	\$573.00	\$22.00	3.8%

BOARD RATE SCHEDULE

Fall & Spring- Per Semester	2016-17	Current	Change	%
*Total Access with \$50 DCB	\$1,386.00	\$1,320.00	\$66.00	5.0%
*Any 15-meals per week with \$100 DCB	\$1,386.00	\$1,320.00	\$66.00	5.0%
*Senior Plan 75 Block + \$500 DCB**	\$1,423.00	\$1,355.00	\$68.00	5.0%
*220 Block Plan with \$50 DCB	\$1,538.00	\$1,465.00	\$73.00	5.0%
*140 Block + \$160 DCB	\$1,538.00	\$1,465.00	\$73.00	5.0%

Average Overall Board Rate Increase 5.00%

Straight DCB Meal Plan

*\$925.00 DCB ***	\$950.00	\$925.00	\$25.00	2.7%
*\$775.00 DCB ***	\$800.00	\$775.00	\$25.00	3.2%
*\$625.00 DCB ***	\$650.00	\$625.00	\$25.00	4.0%

Winter Break - Fall 2016

Meal Plan	\$425.00	\$405.00	\$20.00	4.9%
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Spring Break - Spring 2017

Meal Plan	\$162.00	\$155.00	\$7.00	4.5%
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*The individual percentage increase for the meal plans varies due to rounding or additional DCB added to the base meal plan.

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

*** Students in the apartments purchasing the \$950.00 DCB will receive a \$50.00 bonus, \$800.00 DCB will receive a \$40.00 bonus, and the \$650.00 DCB will receive a \$30.00 bonus.

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

Title of Resolution: Proposed Room and Board Increases

Sponsor: Corey Parks, Executive Vice President

Co-Sponsor: Stephanie Daigle, Senior Class President

Date presented to Senate: April 18, 2016

Student Life Committee: Adopt Do not Adopt Amend

36 yes
1 no
PASSES

Whereas, The University of Central Arkansas has proposed a 4% increase in room rates and 5% increase in board rates;

Whereas, This increase will result in additional funds to be used to offset the increase in the Aramark contract, replenish the housing reserve, and fund projects on the housing priority list;

Whereas, UCA administration saw firsthand this year the benefit of having a reserve when unexpected repairs were needed to the brick of Carmichael Hall at a cost of \$500,000; this year

Whereas, If no other institutions in Arkansas increase their room and board rates for FY2017, UCA would rank 6th in affordability in the state;

Whereas, If the other members of the Southland Conference do not increase their room and board rates, UCA would rank 10th in affordability in our conference;

Whereas, With these increases, the University of Central Arkansas will continue to be one of the most affordable institutions in the state of Arkansas and the Southland Conference;

Whereas, During the 2014-2015 Academic year the administration reduced the initial proposed increase in room and board after the Student Government Association stood in opposition; and

Whereas, The Student Government Association recognizes the need for budget increases to maintain the standard of excellence in the quality of food service and residential housing experience at the University of Central Arkansas and appreciates the efforts of administration to keep the cost to the students as low as possible; therefore, be it

Operating Budget 2016-17

The following is a summary description of the proposed operating budget for fiscal year 2017 (July 1, 2016-June 30, 2017).

This operating budget has been prepared based upon the following:

- (a) Approval of a **4.25%** increase in undergraduate mandatory student tuition and fees, including a \$1.00 increase in the Athletic Fee, for the next academic year as set forth in the schedule of tuition and fees presented pursuant to Board Policy 630;
- (b) Enrollment (on a full-time equivalent basis) remains flat based on FY 15;
- (c) State Appropriations grew by \$233,353 due to an increase in the Education Excellence Trust Fund (EETF) allocation. The Revenue Stabilization Act (RSA) funding includes \$531,147, which was moved from category B1 to A, but currently remains in a budgeted contingency;
- (d) Increase in room rates of **4%** and board rates of **5%**;
- (e) Reallocated education and general (E&G) funds of \$602,349; and
- (f) Budgeted contingencies were left whole to guard against enrollment shortfall and to address unexpected opportunities or challenges.

The budget totals \$182,536,464 and is an increase of \$5,105,862 or 2.88% from the current revised base budget.

The departmental expense budgets are generally held to the same levels as the prior fiscal year (FY16) with a few strategic exceptions and reallocations to fund an additional 1% of the proposed 2% COLA.

One of the primary objectives in preparing the operating budget is to address priorities identified by the strategic budgeting process while continuing the effort to retain adequate reserves.

Based upon the priorities established by the Strategic Budget Advisory Committee (SBAC) and working with the university's Strategic Plan, the following items have been partially funded:

- Cost-of-living adjustment of 2% for all full-time employees (SBAC priority 1);
- Replenishment of reserves (SBAC priority 5); and
- Four tier I faculty positions (SBAC priority 8)

Major Components of Sources

- A. The E&G tuition and fee budget comprises 43.51% of the total budgeted revenue and is based on stable enrollment. **The total increase in tuition and fees is 4.25% or \$335.40 per year.** While adjusting graduate fully-online program tuition to make it more comparable to the regular graduate online rate is included in the change in the schedule of fees, this revenue is not calculated in the base budget due to the unknown impact of the change.
- B. The State Appropriation budget represents 31.83% of the total budgeted revenue and is comprised of Revenue Stabilization Act (RSA) of \$53,114,705 and Educational Excellence Trust Fund (EETF) receipts of \$4,983,575. RSA funding of \$531,147 previously placed in B1 has been released to A for FY17. This currently remains in a budgeted contingency reserve.
- C. The major revenue sources in the auxiliary operation of the university are from Housing and Food Services. The proposed rates for room and board increased by 4.00% and 5.00% respectively. **The combined annual financial impact to the student for room and board is \$266.**

Major Components of Uses

- A. Salaries and benefits together make up 57.48% of the operating budget for E&G and Auxiliary, which is consistent with industry standards. This budget includes a cost of living adjustment of 2%. The budget also includes \$250,000 for increases related to faculty promotions and advancement and \$343,233 to fund four faculty positions.
- B. Maintenance and Operation (M&O) makes up 17.39% of the operating budget and includes increases in professional development of \$250,000, technology maintenance contracts of \$400,000, Aramark contract, replenishment of reserves, and other smaller adjustments.
- C. Scholarships and waivers constitute 13.38% of the budget. This percentage is not the same number as required under Arkansas law (referred to as the 20% rule). The budgeted scholarships helps the university remain competitive in scholarship offerings, while still meeting the requirements of state law on institutional scholarship expenditures.
- D. Debt service comprises 6.67% of the university's operating budget and increased by \$790,079 relating to Donaghey Hall, Conway Corporation Center for Sciences, and various other debt service adjustments.

Pursuant to Board Policy 200, this budget is presented for consideration by the Board of Trustees.

The following resolution was unanimously adopted upon motion by Brad Lacy and second by Joe Whisenhunt:

“BE IT RESOLVED: That the Board of Trustees approves the 2016-17 operating budget totaling \$182,536,464.”

FY 2016 Year-end Bonus

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

“BE IT RESOLVED: That the Board of Trustees hereby authorizes the president and administration to award a \$500.00 year-end bonus to classified and non-classified employees of record as of December 31, 2015, which will include faculty, to be paid with the last paycheck of the fiscal year.”

ADJOURNMENT

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

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

**Shelia Vaught
Chair**

**Joe Whisenhunt
Secretary**