

The University of Central Arkansas Board of Trustees convened in a regularly scheduled meeting at 10:00 a.m. Friday, December 9, 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

INTRODUCTIONS

President Courtway introduced Miss UCA, Kelli Collins. The president also recognized the Higher Learning Commission task force.

Ms. Elizabeth Farris recognized and thanked the President Search Advisory Committee.

Ms. Kelsey Broaddrick, SGA President, presented Chief Larry James and President Courtway with the following resolutions:

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

Title of Resolution: Chief Larry James Appreciation Resolution

Sponsors: Campus Safety Committee

Date presented to Senate: November 14, 2016

Student Life Committee: Adopt Do not Adopt Amend

Whereas, Chief James instituted educational programs that greatly reduced crimes involving assault, weapons violations, drug and alcohol abuse, burglary, disorderly conduct, harassment, and theft at the University of Central Arkansas;

Whereas, Chief James was able to ensure that campus is a safe environment in times of emergency by ensuring that all UCAPD faculty have the proper training to deal with such emergencies;

Whereas, Chief James has accomplished many things such as, getting approval for UCAPD to be a primary 911 answering point, development and implementation of Building Emergency Plans for all buildings on campus, implementation of security cameras across campus for building entrances and exits, and revamping of the Safe Walk program to identify areas of concern on campus in regards to lighting, landscape and repairs; and

Whereas, Chief James has dedicated his twenty-three years of service to maintaining an atmosphere of safety on campus; Therefore, be it

Resolved, the University of Central Arkansas Student Government Association honors Chief Larry James in recognition of his many years of dedicated service to the University and its student body.

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

Title of Resolution: President Tom Courtway Resolution

Sponsor: Kelsey Broaddrick, Executive President

Co-Sponsors: Executive Board: Bryce Woods, Ryan Joyner, and Ryan Pfaff

Date presented to Senate: 21 November 2016

Student Life Committee: Adopt Do not Adopt Amend

Whereas, President Tom Courtway has truly been an admirable student advocate at the University of Central Arkansas and has created an atmosphere where all students feel welcome and appreciated;

Whereas, President Tom Courtway served as General Counsel, Interim President, and President of the University of Central Arkansas;

Whereas, President Tom Courtway has helped the University to further become a respected institution in which all faculty, staff, and students have pride in attending;

Whereas, President Tom Courtway has fully and lovingly invested his time, passion, and resources to the University of Central Arkansas and intends to return to the University as a Distinguished Professor to further serve students;

Whereas, President Tom Courtway has **always** worked diligently with the students at the forefront of his mind, has worked closely with the Student Government Association to complete tasks and projects, and has provided the students with a voice on campus; and

Whereas, President Tom Courtway has served the University of Central Arkansas dutifully and honorably for fourteen years (2002-2016) and created an impact on the University over these years that is immeasurable: therefore, be it

Resolved, the Student Government Association recognizes and deeply thanks President Tom Courtway for his years of service, love, and dedication to the students at the University of Central Arkansas, and for providing SGA with the tools to be a voice on campus, as well as follow in his footsteps of being true student advocates and leaders.

REPORTS

The 2017 board meeting dates are as follows:

- February 10
- March 28-29 – Board Retreat
- May 12
- August 18
- October 6
- December 8

Board Chair's Allocation of Funds - Ms. Shelia Vaught, Chair of the Board, pursuant to Board Policy 607, allocated \$25,000. The Student Government Association was given \$20,000 to be utilized for campus improvements. The UCA Student Veterans Resource Center was given \$5,000 to provide equipment, and/or renovations to the center.

Ms. Diane Newton, Vice President for Finance and Administration, presented a financial update, which included the university's financial report card. Her report is attached to the original minutes.

Mr. Bunny Adcock, Chair of the Audit and Finance Committee, reported on the audits discussed at the December 8 committee meeting.

Dr. Steve Runge, Provost, presented the Key Performance Indicators. His report is attached to the original minutes.

MINUTES

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

- October 7, 2016
- October 24, 2016
- October 25, 2016
- October 26, 2016
- October 27, 2016
- November 2, 2016
- November 2, 2016 (Davis appointment)

ACTION AGENDA

Investments and Collateralizations – Board Policy No. 600

Board Policy No. 600, Investments and Collateralizations, has been revised to remove the requirement that the internal auditor has the responsibility to monitor compliance with this policy. The change was requested by the Office of Internal Audit and recommended for approval by the Audit and Finance Committee. The role of internal audit is to review the systems established to ensure compliance with policies rather than to monitor compliance.

The language to be deleted is stricken through.

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

“BE IT RESOLVED: That the Board of Trustees approve the following revisions to Board Policy No. 600, Investments and Collateralizations, 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: 600

Subject: Investments and Collateralizations

Date Adopted: 12/88 Revised: 02/00, 11/01, 02/13, 08/16, 12/16

1. INVESTMENTS

Subject to the direction of the president, the vice president for finance and administration shall be responsible for the management of the cash assets of the University of Central Arkansas. The vice president for finance and administration, or such other persons as authorized by the president, is authorized and directed to invest all funds not needed to meet current cash flow requirements. The university has cash and investments that are held by the State Treasury, the Bond Trustee and the UCA Foundation. The investment and collateralization of these assets is monitored by these other entities and their separate policies.

In investing university funds, the university shall seek to obtain the highest possible rate of return, with due consideration given to the dollar yield after taking into account the date of maturity, date the funds will be needed, the interest rate quoted, and the default risk factor of the investment.

- a. The university may invest in certificates of deposit with a depository institution that is a member of the Federal Deposit Insurance Corporation (“FDIC”), provided that all invested monies in excess of the FDIC limit be collateralized according to the requirements of the university's collateralization policy.

Before investing in certificates of deposit, a formal bid shall be required from depository institutions. The institution submitting the highest stated rate of interest and complying with the university’s collateralization and other investment requirements will be awarded the bid. In the event the highest rate offered results in a tie, the bid will be awarded at the discretion of the vice president of finance and administration based on which institution currently holds the investment and/or other objective methods, which are in the best interest of the university.

- b. The university may invest in Treasury bills or other direct and fully-guaranteed obligations of the United States and its agencies. However, funds may also be invested to enhance the investment productivity of endowment, donated, and other funds as follows:
 - i. The university may invest endowment and other funds with an investment management service that provides asset allocation assistance for colleges and universities. Under this service the funds chosen for investment will be limited

to obligations of the United States; federal agency obligations; domestic and foreign bank certificates of deposit; commercial paper; high quality stocks and bonds; Euro-dollar obligations of U.S. banks; and repurchase agreements.

- ii. The university may invest cash or other gifts donated to the university directly in fully-guaranteed obligations of the United States or its agencies; in high quality stocks and bonds; or in other equities and interests.

In order to facilitate the management of university investments, the president is authorized to enter into the appropriate agreements with investment management services or brokers. In all investment transactions, the university's priority will be in the safety, liquidity, and control of its invested cash.

- c. The university may also invest in a short-term investment service with a depository institution that is a member of the FDIC, provided that all invested monies in excess of the FDIC limit are collateralized according to the requirements of the university's collateralization policy.

Before investing in said service, a formal bid must occur. The institution that submits the highest stated rate of interest, complies with the university's collateralization policy, and provides liquidity within 24-hours will be awarded the bid.

2. COLLATERALIZATIONS

In order to assure the security of the university's demand deposit accounts and its investments, the university's monies shall be fully, and continuously, collateralized whenever such investments/deposits exceed the limits of FDIC or other insurance. Pledged collateral for the university's deposits/investments must meet the following minimum requirements:

- a. The vice president for finance and administration will have authority to enter into a collateral agreement with depository institutions and custodian banks that conform to the collateral requirements stated in this policy.
- b. Pledged security shall be maintained by the custodian bank's trust department.
- c. Eligible security for deposits must consist of the following: direct obligations of the United States Government; obligations of agencies and instrumentalities created by act of the United States Congress and authorized thereby to issue securities or evidences of indebtedness; bonds of the University of Central Arkansas and; general obligation and revenue bonds issued by United States municipalities and political subdivisions. All pledged securities will have a Standard & Poor's and/or Moody's rating of at least "A."
- d. All pledged security shall be valued at market (not par) value, and the aggregate must be equal to at least 110% of the deposits/investments. However, in instances where the president deems it to be in the best interest of the university, he or she is

authorized to require the security be not less than 100% of the deposits/investments. The collateral is to be adjusted immediately by the depository institution when its market value falls below the minimum percentage requirements.

- e. Failure to maintain the minimum collateral requirements may jeopardize the future banking relationship between the university and the depository institution.
- f. The vice president for finance and administration, or such other persons as authorized by the president, has the right to accept or disallow specific security offered by the depository institution as pledged collateral. In no event shall the acceptance conflict with the university's minimum collateral standards as stated herein.
- g. The depository institution shall provide a monthly custody pledge statement detailing the pledged securities, their respective market values, and ratings (Standard & Poor's and/or Moody's). They will also deliver notifications of new pledged securities and pledged security releases. These reports shall be furnished to the university by the 10th working day of the following month.
- h. The security shall be delivered only upon the written order and instructions of the university's vice president for finance and administration.
- i. Responsibility for the university's adherence to this policy rests with the vice president for finance and administration with the assistance of such other persons as authorized by the president. ~~The internal auditor has the responsibility to monitor compliance.~~

The collateral requirements as stated above shall not apply to: (a) investments with investment management services; or (b) equity investments representing funds donated to the university from private sources.

Contract Review Procedures – Board Policy No. 416

Pursuant to Board Policy No. 416, Contract Review Procedures, the administration must seek board approval for any contract that requires the university to expend funds, at any time, in excess of \$250,000 or any contract with a term exceeding one year, unless the Office of General Counsel certifies, in writing, that the contract (a) may be terminated by the university on the giving of written notice of 90 days or less or (b) will not require the university to expend funds in excess of \$99,999.

The administration is seeking board approval for the university to enter into contracts with the following companies/organizations:

- HigherOne d/b/a CASHNet
- Life Account, LLC d/b/a Compass Professional Health Services

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

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

UNIVERSITY OF CENTRAL ARKANSAS
REASON FOR REQUIRING BOARD REVIEW AND ACTION
(Board Policy No. 416)

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

SUMMARY

1. Parties: University of Central Arkansas and HigherOne d/b/a CASHNet.
2. Purpose: Integrated payment solution (payment processing) which includes ePayment, eBill, cashiering, software, and Banner integration.
3. Term: December 1, 2016 to November 30, 2023.
4. University Funds to be Paid: \$1,226,582 (\$175,226 per year).
5. Funds Received: None.
6. Public Bid/Purchasing Approval: Request for Proposal was issued and opened on October 18, 2016. Three companies responded: CASHNet, TouchNet, and NelNet. The proposal evaluation committee selected CASHNet to provide the requested service.
7. Special Provisions/Terms/Conditions: N/A.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: November 15, 2016

UNIVERSITY OF CENTRAL ARKANSAS

REASON FOR REQUIRING BOARD REVIEW AND ACTION

(Board Policy No. 416)

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

SUMMARY

1. Parties: University of Central Arkansas and Life Account, LLC d/b/a Compass Professional Health Services (“Compass”).
2. Purpose: Compass will provide services to university employees who participate in the health insurance plan. Compass will provide support, claims resolution, prescription options as well as plan cost analysis.
3. Term: January 1, 2017 to December 31, 2019.
4. University Funds to be Paid: Approximately \$265,000 over three years from health premiums. The cost is \$5 per employee, per month. The cost is paid from employee contributions to the health plan.
5. Funds Received: N/A.
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: November 15, 2016

Board Elections

Upon motion by Kay Hinkle and second by Bunny Adcock the following officers were unanimously elected to serve in 2017:

- Elizabeth Farris, Chair
- Joe Whisenhunt, Vice Chair
- Bunny Adcock, Secretary

Strategic Planning and Resource Council – (election of one board member for 2017)

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 Kay Hinkle and second by Bunny Adcock:

“BE IT RESOLVED: That Shelia Vaught is hereby appointed to serve on the Strategic Planning and Resource Council through December 2017.”

Audit and Finance Committee - Board Policy No. 213 (election of one board member for 2017)

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 Board Policy No. 213, the Board of Trustees is to select one board member to serve a one-year term on the Audit and Finance Committee.

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 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 and is serving because of his January 2016 appointment to the board and will continue through 2017; Mr. Whisenhunt is serving his second year; and Mrs. Hinkle was elected as the board’s appointee for 2016.

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 2017. The other two members of the Audit and Finance Committee for 2017 will be (a) Mr. Adcock, who will serve a second year and (b) the trustee appointed by the Governor of Arkansas in January 2017 for a seven-year term.

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

“BE IT RESOLVED: That Brad Lacy is hereby elected to serve as a member of the Audit and Finance Committee for calendar year 2017.”

Undergraduate Admission Criteria – Board Policy No. 310

Board Policy 310, Undergraduate Admission, requires that any revision to the admission criteria be presented to the Board of Trustees for approval. As part of UCA’s initiatives to increase retention and graduation rates, higher admission criteria were imposed on entering freshmen for the fall 2015 and 2016 terms. The February 2014 board resolution, which imposed increases for fall 2015, also approved changes for fall 2018. However, in May 2015 the board approved the expedited implementation of some of the fall 2018 changes and required the new criteria beginning in fall 2016. Therefore, the University Admissions Committee recommends the current freshman admission standards for traditional students, as outlined on the following page, be maintained for the foreseeable future and that the fall 2018 version adopted in February 2014 not be implemented.

In continued pursuit of increasing retention, persistence, and graduation rates, the University Admissions Committee also recommends that transfer students with less than 24 earned credit hours be required to meet minimum freshman admission standards. Twenty-four credit hours equate to one year of full-time enrollment. Data provided by Institutional Research shows a marked increase in graduation rates for transfer students entering at the sophomore level.

The proposed admission standards are expected to support the following results:

- Increase the academic quality of the student population;
- Increase retention and graduation rates; and
- Align UCA’s admissions standards with other Arkansas four-year institutions.

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

“BE IT RESOLVED: That the Board of Trustees hereby approves the proposed admission criteria.”

**Proposed Undergraduate Admission Standards for Freshman (Traditional)
and Transfer Students**

FRESHMAN ADMISSION REQUIREMENTS
<p>To be considered for admission to UCA, prospective students must meet the following minimum requirements:</p> <p><u>Unconditional Admission</u></p> <ul style="list-style-type: none"> • Minimum 2.75 cumulative high school grade point average (GPA) • Minimum 21 ACT composite or 1450 SAT combined score (CR+M+W) (Pre-March 2016)/1060 redesigned SAT • Individual subject sub-scores on the ACT/SAT that exempt the student from required remediation • Completion of the high school Core Curriculum for college preparation for GED requirements <p><u>Conditional Admission</u></p> <ul style="list-style-type: none"> • Minimum 2.5 cumulative high school grade point average (GPA) • Minimum 17 ACT composite or 1210 SAT combined score (CR+M+W) (Pre-March 2016)/900 redesigned SAT • Minimum 15 ACT or SAT equivalent on all individual subject sub-scores • Completion of high school graduation or GED requirements

CURRENT TRANSFER ADMISSION REQUIREMENTS	PROPOSED SPRING 2018 TRANSFER ADMISSION REQUIREMENTS
<p>To be considered for admission to UCA, prospective students must meet the following minimum requirements:</p> <ul style="list-style-type: none"> • Official transcripts from all previously attended universities, including those in which high school concurrent credit was earned • Minimum 2.0 cumulative grade point average on all transfer coursework 	<p>To be considered for admission to UCA, prospective students must meet the following minimum requirements:</p> <ul style="list-style-type: none"> • Official transcripts from all previously attended universities, including those in which high school concurrent credit was earned* • Minimum 2.0 cumulative grade point average on all transfer coursework <p>*Students with less than 24 earned credit hours must meet minimum freshman admission requirements</p>

NOTIFICATIONS/DELETIONS

Notification: New Teacher Licensure Endorsement Program: Special Education Resource

In response to the Arkansas Department of Education's new Special Education Resource license endorsement category, the Department of Elementary, Literacy, and Special Education and the College of Education have, using existing graduate courses, developed a program of study to meet state standards in this area. The purpose of the proposed Special Education Resource K-6, 7-12 Endorsement is to prepare licensed teachers in the development of knowledge, skills, and dispositions needed to teach and positively impact services to students with exceptionalities in an inclusive, co-taught, and/or resource classroom setting while maintaining professional integrity and fidelity. To safeguard quality and content, the proposed program has been aligned with the *Arkansas Competencies for Special Education Resource K-6, 7-12 Teachers*, *Arkansas Competencies of Special Education 101 Academy*, *Arkansas Teaching Standards (InTASC)* and *Teacher Excellence Support System (TESS)*.

The provost and the president have approved the new licensure program of study.

Supporting materials (following pages): (1) UCA Curriculum Form G2-I, (2) ADHE Form LON-E, (3) ADE Proposal Cover Sheet

Graduate Curriculum Change: Information Item

Department/program/concentration: Elementary, Literacy, and Special Education Date: April 8, 2016

NOTE: CHANGES APPROVED BY THE PROVOST BEFORE JANUARY 31 WILL BE PUBLISHED IN THE BULLETIN FOR THE NEXT ACADEMIC YEAR.
If you wish to request an effective date earlier or later than this deadline stipulates, provide details in section III below.

Check all that apply and supply requested information. Attach required documentation.

REC'D UCA
GRADUATE SCHOOL
APR 26 2016

Change course title Course prefix and number: _____
Current short title: _____
New short title (≤ 30 characters): _____
New long title (≤ 100 characters): _____

Add/remove elective(s) or change requirement(s) to elective(s) in a degree or certificate program when the change does not affect total hours or another department. (List prefix and course number; list multiple courses on the following page.)

Add: _____ Remove: _____ Change: _____

Remove course(s) from the Bulletin when the change does not affect total hours and does not affect another department or program area (Note: The course(s) will be inactive for a period of five years, and can be reinstated by submitting Curriculum Form G2-I. After five years, the course(s) will be deleted, and can be reinstated only through the new course proposal process.)

Course(s) (list prefix and number): _____

Reinstate course(s) inactive for less than five years (Note: If a course was inactive for more than five years, submit Curriculum Form G1 instead.)

Course(s) (list prefix and number): _____

Add or remove course prerequisite(s) when the change does not affect total hours for a degree/certificate program or another department/program area.

Course prefix and number: _____ Remove: _____

Add: _____

Nonsubstantive editorial change of course description(s) for the Bulletin (Provide full details in attached documentation.)

Course(s) (list prefix and number): _____

Other (specify): Courses in the M.S.E. in Special Education (ELSE 6300, 6304, 6347, and 6366) will be utilized to meet the requirements for the new Arkansas Special Education Resource K-6, 7-12 endorsement

Does the change affect student financial aid? No If YES, attach Curriculum Attachment C signed by the Director of Financial Aid. Consult Curriculum Attachment C for qualifying changes.

Recognized by Department and College	
1. <u>Shoudong Fang</u> 4-7-16 Department Curriculum Committee Date	2. <u>Kathleen Atkins</u> 4-7-16 Department Chair Date
3. <u>Billy Abbott</u> 4-20-16 College Curriculum & Assessment Committee Date	4. <u>Victoria Davis-Scott</u> 4-26-16 College Dean Date
Recognized by University Councils	
Does this change affect a teacher education program? <u>Yes/No:</u> 5. <u>Victoria Davis-Scott</u> 4-26-16 If YES, must be reviewed by the Professional Education Council. Professional Education Council Date	
6. <u>Jra B...</u> 9/15/16 Graduate Council Date	7. <u>S. Mansery</u> 10-19-16 Council of Deans Date
Submit proposals to 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 term.	
Approved by	Recorded in the Bulletin by
8. <u>[Signature]</u> 10/20/2016 Provost Date	9. _____ Office of the Provost Date
Recorded in Banner by	Recorded in Degree Works by
10. _____ Office of the Provost Date	11. _____ Graduate School Date
The Office of the Provost sends the signed original to the Graduate School. The Graduate School retains the original and sends a copy to the originating department.	



LETTER OF INTENT – E

New Educator Preparation Programs and Endorsement Programs of Study
(For programs that add a degree or certificate, the LOI submitted to ADHE will be forwarded to ADE.)

1. Institution submitting request

University of Central Arkansas

2. Date submitted

2016-11-29

3. Contact person/title

Jonathan A. Glenn
Associate Provost

4. Telephone number/e-mail address

(501) 450-3126
jona@uca.edu

5. Proposed effective date

Fall 2016 or upon approval

6. Proposed program title

Special Education Resource K-6, 7-12 Endorsement

7. CIP code requested

13.1001

8. Degree or award level

(BS, MAT, post-baccalaureate, graduate, etc.)

N/A (graduate-level endorsement only at this time)

9. Is the proposed program/program of study intended to prepare candidates for educator licensure? Type "x" as appropriate.


Yes No

10. Indicate if courses/program of study will be offered for distance delivery

Yes (The associated degree program of which the courses are a part is already approved for distance delivery.)

President/Chancellor Approval Date: 2016-11-29

Board of Trustees Notification Date: 2016-12-09 (expected; next scheduled meeting)

Chief Academic Officer:  2016-10-20
SIGNATURE DATE

[UCA form updated 2016-01-26]

Resolution of Appreciation – Chief Larry James

President Courtway recognized the distinguished service and career of UCA Chief of Police Larry James. Chief James is retiring on January 15, 2017 after over 23 years of service. The following are some of James' accomplishments that President Courtway spoke about:

- Changing the name of the department to the UCA Police Department;
- Relocating the department and having a building constructed;
- Past president of the Arkansas Association of Chiefs of Police;
- Served almost 10 years as our state's representative to the International Association of Chiefs of Police;
- Served as the president of the Arkansas Association of Campus Law Enforcement Administrators, and was on the advisory board of the Criminal Justice Institute; and
- Instrumental in establishing an emergency notification system

President Courtway asked the board to approve a motion directing the staff to prepare a resolution of appreciation to be presented at the February board meeting.

Upon motion by Elizabeth Farris and second by Kay Hinkle the following motion was unanimously adopted:

"I move that we as a board commend and thank Chief Larry James for his service at UCA and instruct the administration to draft an appropriate resolution to present to Chief James at the February board meeting.

Resolution of Appreciation – Victor Green

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

RESOLUTION OF APPRECIATION

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

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

WHEREAS, Mr. Green served as chair of the Board of Trustees in 2013 and during his term the University made significant progress by (a) having a steady increase in enrollment; (b) beginning the construction of an expansion and renovation of the Health,

Physical Education, and Recreation Center on campus; and (c) providing for a cost-of-living adjustment for faculty and staff; and

WHEREAS, during his time on the Board of Trustees, Mr. Green attended many university events and functions, and the University achieved important accomplishments, including, but not limited to (a) completing an expansion and renovation of the Health, Physical Education, and Recreation Center; (b) continuing to see an improvement in the University's finances and fund balances; (c) completing the first phase of a Greek Village, (d) completing the construction of the Conway Corporation Center for Sciences and Donaghey Hall, and (e) preserving the Jewel Moore Nature Reserve; and

WHEREAS, during his time on the Board of Trustees, Mr. Green was a tireless advocate for the student body and for UCA's classified employees, being instrumental in increasing the pay grades of many classified employees;

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

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

Adopted this 9th day of December 2016, in Conway, Arkansas

Shelia Vaught
Chair

Joe Whisenhunt
Secretary

Resolution of Appreciation – Shelia Vaught

Elizabeth Farris made the following remarks and motion:

On behalf of the Board I want to thank our Chair, Shelia Vaught, for her service this past year.

Under her leadership we made significant progress:

- Completed and opened Donaghey Hall;
- Completed and dedicated the Conway Corporation Center for Sciences;
- Opened the Nabholz Center for Healthcare Simulation;
- Adopted a new strategic plan;
- Had an exceptional visit with the team from the Higher Learning Commission; and

- Most significantly, we conducted a search for a new president and the search was fair and done in the best interest of the university and in accordance with the policies of this board; and we have named Dr. Houston Davis as the 11th president of UCA.

For your leadership in all of these endeavors, we thank you and commend your work. And so, I move that we ask the staff to prepare a resolution of appreciation to be presented at our February meeting.

The motion was unanimously adopted upon second by Joe Whisenhunt.

Resolution of Appreciation – President Tom Courtway

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

RESOLUTION OF APPRECIATION

WHEREAS, Mr. Thomas C. Courtway of Conway, Arkansas, was appointed the tenth President of the University of Central Arkansas by the Board of Trustees in December 2011; and

WHEREAS, Mr. Courtway has been a valued employee and served the University in various capacities for many years, including as General Counsel from 2002-2005 and 2006-2008, as Interim President from 2008-2009, as General Counsel from 2009-2011, and as Interim President in 2011; and

WHEREAS, Mr. Courtway as Interim President from 2008-2009 served with distinction and successfully led the University through a difficult period of transition; and

WHEREAS, during his time as President from 2011 to 2016, the University made significant progress and achieved important accomplishments, including (a) completing an expansion and renovation of the Health, Physical Education, and Recreation Center (including the addition of a swimming pool); (b) continuing to see an improvement in the University's finances and fund balances; (c) completing the first phase of Greek Village consisting of five sorority houses and a building for National Pan-Hellenic Council sororities; (d) construction of the Conway Corporation Center for Sciences; (e) starting the development of the Donaghey Avenue corridor and completing the construction of Donaghey Hall; (f) completing construction of Bear Hall, a comprehensive mixed-use facility, which houses students, a residential college, athletic administrative offices, and skybox suites; and (g) construction of a new amphitheater adjacent to the Student Center; and

WHEREAS, Mr. Courtway has distinguished himself through his honesty, integrity, public service, and commitment to the University of Central Arkansas; and

WHEREAS, Mr. Courtway is retiring as President of the University of Central Arkansas to spend more time with his family and teach in the College of Business; and

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the University of Central Arkansas does hereby extend its sincere appreciation and gratitude to Thomas Courtway for his service as President of the University of Central Arkansas and to his wife, Melissa, for her service to the University of Central Arkansas; and

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

Adopted this 9th day of December 2016, in Conway, Arkansas.

Shelia Vaught
Chair of the Board

Joe Whisenhunt
Secretary of the Board

EXECUTIVE SESSION

Executive session, for the purpose of reviewing appointments, adjustments, resignations and other personnel matters, was unanimously declared upon motion by Bunny Adcock with a second by Joe Whisenhunt.

OPEN SESSION

The following motion made by Brad Lacy with a second by Joe Whisenhunt was unanimously approved:

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

The following motion made by Elizabeth Farris with a second by Joe Whisenhunt was unanimously approved:

“I move that we approve the addendum to President Courtway’s contract, that his sabbatical begin on December 16, 2016, and that Mr. Kelley Erstine serve as interim

president from that date until the starting date for Dr. Houston Davis, which will be January 23, 2017.”

FOURTH ADDENDUM TO EMPLOYMENT AGREEMENT
for
PRESIDENT
Mr. Thomas C. Courtway

This Fourth Addendum ("Fourth Addendum") to the Employment Agreement that commenced July 1, 2013 ("Agreement") is made by and between the Board of Trustees ("Board") of the University of Central Arkansas ("University") and Mr. Thomas C. Courtway ("President").

1. Transition Period. Mr. Thomas C. Courtway will serve as President until December 15, 2016. From December 16, 2016 through August 15, 2017, Mr. Courtway will be on a paid sabbatical. He shall receive his current rate of pay until December 31, 2016, and the remainder of the sabbatical shall be at an annual rate of pay of \$218,976. Upon the expiration of such sabbatical period, Mr. Courtway will have a two-year contract to teach in the College of Business (with the courses to be assigned by the Dean and/or Department Chair) at a nine-month salary of \$120,000 per year.
2. Entire Agreement. This Fourth Addendum, the Agreement, the Third Addendum signed in January 2016, the Second Addendum signed in May 2015, and the Addendum signed in September 2014 constitute the entire agreement between the parties and shall be binding upon and inure to the benefit of the parties and their respective legal representatives, successors and permitted assigns. Any amendments or alternative or supplementary provisions to this agreement must be made in writing and duly executed by the authorized representative or agent of each of the parties.

Executed by the parties on the dates set forth below.

THOMAS C. COURTWAY

BOARD OF TRUSTEES
UNIVERSITY OF CENTRAL
ARKANSAS


Thomas C. Courtway


Shelia Vaught, Chair

Date: 12/9, 2016

Date: 12/9, 2016

ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned upon motion by Brad Lacy and second by Bunny Adcock.

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

**Shelia Vaught
Chair**

**Joe Whisenhunt
Secretary**