

Following appropriate notice to members of the press, the Board of Trustees of the University of Central Arkansas met via telephone conference at 3:00 p.m. Thursday, January 10, 2002. The following trustees participated in the call:

Chair:	Mr. Randy Sims
Vice Chair:	Mr. Rush Harding
Secretary:	Mr. Kelley Erstine
	Mrs. Elaine Goode
	Mr. Rickey Hicks
	Mr. Scott Roussel
	Mr. Dalda Womack

There being a quorum of the Board, the following business was transacted:

### **PRESIDENT'S REPORT**

President Smith reported the death of two long-time employees, Pam Snider and Fred Dalske. Mrs. Snider, who passed away last night, began her employment with the university as a residence hall director in 1974 and most recently was assistant director of the physical plant. Dr. Dalske, who died during the holidays, began his employment with the university in 1979 and served as associate professor of biology. President Smith stated that both individuals were outstanding employees. Condolences were extended to both families.

President Smith reported that the next regularly scheduled Board meeting on February 22 conflicts with the Department of Higher Education's annual trustee conference. President Smith requested Board members to notify him as soon as possible if the February 22 Board meeting should be rescheduled.

### **ACTION AGENDA**

**Admission Policy (Board Policy No. 310)** - The University Admissions Committee has recommended revision of Board Policy No. 310 to allow limited acceptance of transfer credits with D grades.

The following resolution was adopted unanimously upon motion by Mr. Harding with a second by Mr. Hicks:

**“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY APPROVES THE REVISIONS TO BOARD POLICY NO. 310, ‘ADMISSION POLICY.’”**

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 310

Subject: Admission Policy

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Date Adopted: 9/64

Revised: 12/77, 8/82, 4/84, 3/85, 6/86, 12/89, 4/92  
6/93, 3/94, 5/94, 5/95, 10/96, 3/99

ADMISSION TO UNDERGRADUATE STUDY

The University strives to meet the educational needs of all its students and works continually to improve the quality and reputation of its academic programs. The allocation of resources to meet those goals may limit the number and variety of services and courses of study offered. The University reserves the right to allocate resources to meet academic goals and to limit, when necessary, the number of remediation courses and services available.

University councils, committees, and academic administrators develop, implement, and evaluate policies and programs for the orientation, advisement, enrollment and retention of students. Those policies and programs are generally described in the current University of Central Arkansas Bulletins, and it is the responsibility of the student to be familiar and comply with program requirements.

Entering Freshmen

To enroll as an undergraduate student at the University of Central Arkansas, an entering freshman must submit an application for admission and supply requested supplemental information, including academic transcripts, standardized test results, proof of residence and other information requested by the Office of Admissions. An entering freshman is defined as any student who has not previously enrolled in college level work, or whose college work was completed during concurrent enrollment in high school, or who has completed fewer than 12 semester hours of college-level credit.

Effective Fall 2000, admission to UCA for entering freshman will be based upon the following criteria demonstrating student success: three components related to academic indicators and one to exceptional special abilities. The criteria is designated as follows:

- (1) high school grade point average;
- (2) standardized test score (ACT or SAT);
- (3) academic rigor of high school curriculum; and
- (4) evidence of exceptional special abilities, talents, achievements, leadership or performance. \_\_\_\_\_

The single best predictor of student success is high school grade point average, followed by standardized test scores. Although the academic rigor of high school curriculum is important, it is less of an indicator of success than the first two criteria. Exceptional special abilities should also be considered, but not given more weight than the high school grade point average, standardized test scores and academic rigor of high school curriculum. To accommodate the varying importance of this criteria for admission to UCA, a point system will be implemented. Points will be assigned for each component, with the number of points for each component reflecting its relative importance. Thus, admission to UCA will be based on the total points assigned from the following formula:

$$\text{HS GPA} + \text{ACT score} + \text{HS curriculum} + \text{Exceptional special abilities} = \text{Total}$$

A minimum point total will be established for admission to UCA; however, the cut-off may be adjusted to meet student demand, desired class size, and diversity issues.

### Remediation

In addition to remediation requirements for the State of Arkansas, any student requiring remediation is subject to the university's assessment and placement policies and remediation guidelines.

### Transfer

Anyone not meeting the above admission criteria may apply as a transfer student after satisfactorily completing all remedial requirements and twelve additional semester hours of transferrable college level credit, with a cumulative grade average of 2.0 or higher.

### Admission of International Students

All inquiries about international undergraduate admissions should be addressed to the Center for International Programs. This center receives and processes all international undergraduate applications and issues letters of admission and I-20 Forms (student visa forms) to all qualified candidates.

To be eligible for admission as an undergraduate, an international student must submit an Application Form, official transcripts of all secondary and university work (including English translation), a Confirmation of Financial Resources Form, and a non-refundable application fee of U.S. \$30.00 drawn from a U.S. bank or an international money order. In addition, any prospective international student whose first language is not English must present a minimum TOEFL (Test of English as a Foreign Language) score of 500. Each applicant is asked to contact TOEFL, Educational Testing Services, P. O. Box 6151, Princeton, New Jersey 08541-6151, U.S.A., requesting a Bulletin of Information and registration form.

### Admission of International Students to the Intensive English Program

Any applicant to the Intensive English Program (IEP) must submit all of the preceding documents, with the exception of the TOEFL scores. A minimum TOEFL score is not required for students who will study ESL (English as Second Language) in the IEP before enrolling as an undergraduate student. All inquiries about admission to the Intensive English Program should be addressed to the Center for International Programs.

### Admission from Secondary Schools

A prospective student should submit an application for admission at least thirty days before the time the student plans to enter. An application form may be obtained from the Office of Admissions. The completed form is to be returned to the Director of Admissions. The application is to be filled out entirely by the candidate. Falsification of any record, including the Application for Admission, is cause for immediate dismissal. Each candidate must be eligible for a diploma from an accredited secondary school. The school record is required at the end of the school year and must be sent directly to the Director of Admissions by the school at the request of the candidate. Officials of the high schools will send an official transcript of credits to the Director of Admissions on request.

### Early Admission (Full Time)

To be eligible for early admission (before high school graduation) to the University, a student must have:

- 1) a minimum ACT composite score of 24 (or equivalent score on the SAT or ASSET exams);
- 2) completed six semesters of secondary school work;
- 3) a "B" or better average; and
- 4) the recommendation of the high school principal.

### Early Admission (Part Time, Concurrent with High School Enrollment)

Act 57 of the 1983 Extraordinary Session of the Legislature provides that qualified students enrolled in high school may be admitted concurrently as part time students at the university. The criteria for admission under this program are:

- I. Recommendation by the high school principal.
- II. Satisfaction of the requirements under either A or B below:
  - A. Presentation of Standardized Test Scores and High School Grades.
    1. A score on the portion of the ACT, PSAT, or SAT in the subject matter area of the course(s) at the 80th percentile on national norms. (If the subject

matter area is not related to a portion of one of these tests, the composite score at the 80th percentile is to be used.)

and

2. High School Grades of Either:

- a. A grade point of 3.500 (on a 4 point system) in high school courses in the subject matter. For ninth grade students, courses in the previous two school years shall be included.
- b. An overall grade point of 3.500 (on a 4 point system). For ninth grade students, courses in the previous two school years shall be included.

B. Individual Evaluation Based on Other Performance Criteria.

A student who does not meet the above standards may be recommended by the high school principal for admission to selected courses based upon other performance criteria (e.g., music, art, etc.). Such criteria must be performance based, appropriate for the desired course, and demonstrable to the university. To be admitted under this category, a student must have the recommendation of the appropriate university department and the Dean of Undergraduate Studies and be approved by the Admissions Committee.

The university will review the admission and enrollment of each high school student each semester.

The university accepts transfer work from other institutions taken when the student was concurrently enrolled in high school, so long as the student met the criteria above at the time the work was taken.

### Summer Study for High School Students

Students between their junior and senior years in high school are invited to attend summer school at the University of Central Arkansas.

This special program is an opportunity for all able students to find rewarding learning experiences and at the same time benefit from an early start in their college career.

Students are admitted to regular college courses, attend classes with other students in the University, and earn college credit applicable to a degree.

Upon the successful completion of the special summer program, students may elect to return to their high school for their senior year, or apply for the early admission plan that substitutes the freshman year in college for the fourth year in secondary school. It is understood that all of the

requirements of the early admission program must be satisfied before the student is admitted under its provisions.

Admission to the summer program depends upon the satisfaction of the following requirements: completion of twelve (12) college preparatory units in high school, a grade average of "B," and recommendation of the high school principal or counselor.

#### Admission on an Adult-Special Basis

The Adult-Special classification is for a person twenty-one years of age or older who desires to take undergraduate courses for no credit and who gives satisfactory evidence of preparedness to take these subjects. The special classification must have the consent of the instructor before the student is admitted. Satisfactory completion of the course is recognized by the award of a certificate and a permanent record maintained by the University. The student pays full registration fees.

#### Admission from Other Colleges

An application for admission form may be obtained from the Office of the Director of Admissions and returned to that office with all required information completed. Falsification of any record, including Application for Admission, is cause for immediate dismissal.

An official transcript of record from each institution of college rank attended, must be sent directly to the Director of Admissions at the request of the candidate.

Students entering this University who have attended a college or university fully accredited by such agencies as the North Central Association of Colleges and Secondary Schools will receive credit on the basis of an official transcript of their records submitted. Work taken in such colleges not comparable to that offered in this institution will be evaluated for possible general elective credit. Credit earned by correspondence or extension from such schools will be accepted subject to the quantitative restrictions described in the Correspondence Study section of the catalog.

No transfer student will be admitted who is ineligible to return to the institution from which the student transfers, or who submits a record below minimum requirements of this University.

Entering transfer students must have at least a 2.0 cumulative GPA and a minimum of 12 semester hours of transferable college level credit. After enrollment at UCA, the GPA accumulated in residence at the university shall be the cumulative grade point average. ~~Only credits~~ **Normally only credits** with A, B, and C grades are transferable. **The University will, however, accept for transfer a maximum of six hours of credit with D grades, subject to the following conditions:**

- 1. The transfer of credits with D grades is available only to first-time entering transfer students at the time of admission to the University.**

2. Only the first six hours of credit with D grades will be considered.
3. Prerequisite rules shall apply to transfer of credits with D grades the same as they do to UCA credits.

~~Credit for D grades will not transfer for the purpose of fulfilling degree requirements at the University of Central Arkansas.~~

If a student is readmitted to the University following a period of disqualification, the credit earned during the period of disqualification will be used as evidence that the student has made proper use of time during the period. The credit so earned will not count toward a degree at the University.

Upon acceptance for admission, the student will be sent an official notice of admission. Admission materials will not be released after receipt.

Anyone transferring to the University to pursue courses leading to graduation will be required to earn at least fifteen hours credit in the major and nine hours credit in the minor. In both instances the work must be taken in residence. This regulation is followed even though the student has sufficient hours of credit to meet the requirements of the major and minor. All standards with respect to transfer credit are binding and are not, therefore, subject to appeal.

#### Admission from a Two-year College

No more than sixty hours may be transferred to the University from a two-year college (exclusive of four activity hours in physical education) and be applicable toward a baccalaureate degree. No more than twelve hours of such work may be transferred after the student has 60 hours of college credit. The student will be required to complete the equivalent of two full years' work of sixty hours in an approved senior college after enrolling as a senior college student.

**Presidential Search Committee Chair** - President Smith stated that because he stepped down as chair of the Presidential Search Committee after being named Interim President, the Board needs to appoint a new chair.

President Smith reported that Dr. Jeff Draves, who represents the Faculty Senate on the search committee, gave notice yesterday that he has accepted employment at another university and, therefore, resigned from the committee. President Smith stated that the issue of naming a replacement for Dr. Draves will be addressed at a future Board meeting.

Mr. Sims stated that several candidates for the chair position have been considered. Mr. Sims recommended Mr. Bob McCormack for the position. Mr. Sims stated that Mr. McCormack, a former vice president who is now retired from the university, would bring a wealth of knowledge about UCA and the community.

In response to a question from Mr. Hicks, Mr. Sims stated that Mr. McCormack is willing to accept the responsibility.

**MR. HICKS MOVED THAT MR. BOB MCCORMACK BE APPOINTED CHAIR OF THE PRESIDENTIAL SEARCH COMMITTEE. THE MOTION WAS SECONDED BY MR. WOMACK AND PASSED UNANIMOUSLY.**

Mr. Sims requested that Mr. McCormack be invited to make a presentation and answer questions from Board members regarding the presidential search process at the next regularly scheduled Board meeting. Mr. Sims suggested that he and President Smith meet with Mr. McCormack prior to the next Board meeting to discuss the search process. Mr. Sims also suggested that members of the Board contact Mr. McCormack with input.

**Other** - In response to a question from Mr. Harding, Mr. Sims and President Smith gave an update on the Jim Thompson property.

### **EXECUTIVE SESSION**

Executive session, for the purpose of considering a personnel matter, was declared unanimously upon motion by Mr. Harding with a second by Mrs. Goode.

### **OPEN SESSION**

Open session was declared upon motion by Mr. Hicks with a second by Mr. Womack.



Mr. Sims reported that no action was taken on the personnel matter considered during executive session.

There being no further business to come before the Board, the meeting was adjourned upon motion by Mr. Hicks with a second by Mrs. Goode.

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Mr. Randy Sims, Chair

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Mr. Kelley Erstine, Secretary