

The Board of Trustees of the University of Central Arkansas convened in regular meeting Friday, February 20, 2004, at 2:00 p.m. in the Fireplace Room in McCastlain Hall with the following officers and members present:

Chair:	Mr. Scott Roussel
Vice Chair:	Dr. Michael Stanton
Secretary:	Mrs. Patricia Bassett
	Dr. Conrad Garner
	Mr. Rush Harding
	Mr. Randy Sims
	Mr. Dalda Womack

with the following absent: None

constituting a quorum of said Board, at which meeting the following business was transacted:

MINUTES

Minutes of the December 12, 2003, Board meeting were unanimously approved as circulated upon motion by Mr. Harding with a second by Dr. Stanton.

INTRODUCTIONS

President Hardin introduced Dr. Conrad Garner, the newest member of the Board, who replaces Mr. Kelley Erstine. President Hardin stated that Dr. Garner is a native of Harrison, Arkansas, a UCA alumnus (Arkansas State Teachers College), and a member of the famous 1947 UCA football team. President Hardin further stated that Dr. Garner taught over 25 years in California; therefore, understands higher education, having served in both the classroom and in administrative positions. President Hardin stated that Dr. Garner will be a tremendous asset to the Board of Trustees.

Dr. Garner expressed his appreciation to President Hardin and members of the Board and stated that it is an honor to serve on the Board of an institution he loves.

PRESIDENT'S REPORT

Enrollment - President Hardin reported that enrollment figures continue to be very solid and should reach 10,000 student this fall, barring unforeseen circumstances. In connection with enrollment, President Hardin discussed housing and parking and stated that UCA will be prepared to handle 10,000 students.

IBM Contract - President Hardin stated that UCA is in the late stages of negotiation for development of a distributed antennae system for third-party neutral hosting of cellular phone signals. To enable UCA to provide this service, President Hardin reported that UCA's computer system needs improvement in three areas: bandwidth, redundancy, and firewall security.

Possible Literary Contract - President Hardin reported that he has entered into discussions which could possibly result in the university providing for the publication of a literary magazine. This potential contract could bring UCA to national attention.

Jumbo Screen - President Hardin reported that a computer jumbo screen has been installed in the courtyard of the math/tech building. The jumbo screen may be used as an outdoor classroom and for broadcasting television and other signals.

Strategic Framework 2004 - Copies of UCA's strategic plan for 2004, prepared by the Strategic Thinking Steering Committee, were distributed. President Hardin requested Board members to review the plan and be prepared to discuss at a later date.

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

Copies of statements from the presidents of the Faculty Senate, Carl Frederickson; Student Government Association, Ortavius Wright; and Staff Senate, Julia Robison, are attached.

Following her comments, Ms. Wright distributed copies of the "Campus Smoking Survey Progress Report."

ACTION AGENDA

Honorary Doctorate for Stanley Russ - At the recommendation of the Honorary Degree Committee and the Provost, the following resolution was presented to the Board by President Hardin. Prior to reading the resolution, President Hardin praised Senator Russ for his contributions to his community and to the State.

RESOLUTION

WHEREAS, Stanley Russ was first elected to the Arkansas State Senate in 1975, served as President Pro Tem of the Senate from 1995 to 1997, and was elected Senate Majority Leader in 1997; and

WHEREAS, Mr. Russ has led with highly principled behavior, courageous honesty, and significant achievements, and was selected as one of only 30 community leaders from throughout the United States to attend the National Education Summit as a resource person on educational issues in 1996; and

WHEREAS, Mr. Russ has distinguished himself in service through his tenure as president of the Conway Chamber of Commerce, the Faulkner County United Way, Conway Kiwanis Club, Arkansas Future Farmers of America, and chairman of the Foothills District of Boy Scouts of America, among the many other service organizations to which he belongs; and

WHEREAS, Mr. Russ has devoted his life to serving the public interest in an exemplary manner; and

WHEREAS, Mr. Russ' leadership in the Arkansas Senate was instrumental in furthering the cause of both public and higher education because of his keen insight into the needs of the State of Arkansas and his understanding of the role education plays in the economic and social development of the future of the State and its people;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the University of Central Arkansas does hereby confer the honorary Doctor of Public Service (D.P.S.) degree to Stanley Russ; and

BE IT FURTHER RESOLVED that these resolutions be made a part of the minutes of the University of Central Arkansas Board of Trustees meeting.

Adopted this 20th
day of February 2004
in Conway, Arkansas

Chairman of the Board

Secretary of the Board

The resolution was unanimously adopted upon motion by Dr. Stanton with a second by Mr. Sims.

President Hardin introduced Dr. Stanley Russ who expressed his appreciation to President Hardin and the Board of Trustees.

Resolution for Gilbert Baker - President Hardin presented the following resolution to the Board in appreciation of Senator Gilbert Baker's work on behalf of UCA during the recent regular and special sessions of the Legislature.

RESOLUTION

WHEREAS, the Honorable Gilbert Baker has been a friend and consistent supporter of the University of Central Arkansas throughout his service in the Arkansas State Senate; and

WHEREAS, that support to the University of Central Arkansas has been steadfast, it was probably never more in evident than the recent historic special session of the Arkansas General Assembly; and

WHEREAS, Senator Baker showed great political courage to maintain that support in the session despite facing heavy pressure; and

WHEREAS, his peers have placed him on the following committees: Children and Youth, Public Transportation, State Agencies and Governmental Affairs, Joint Budget, and chairman of the powerful Rules Committee allowing him to share his knowledge and vision with the entire state; and

WHEREAS, in his earlier employment at the University of Central Arkansas and now in the Arkansas State Senate, Gilbert Baker has been a steadfast supporter of the University for more than a quarter century; and

WHEREAS, as a result of his committed service, all connected to the University of Central Arkansas have benefited;

NOW, THEREFORE, BE IT RESOLVED that the University of Central Arkansas extends its deepest appreciation to Gilbert Baker for his years of outstanding service to the faculty, staff, students and friends of the University.

Adopted this 20th day of February, 2004
in Conway, Arkansas

Witness our hands and seal this _____ day of _____.

Scott Roussel, Chair

Patricia Bassett, Secretary

The resolution was unanimously adopted upon motion by Mr. Sims with a second by Dr. Stanton.

Senator Baker expressed his appreciation to President Hardin and the Board of Trustees.

Reimbursement of Expenses for Official Board Duties - Act 250 of 1997 provides that boards and commissions may, during their first regularly scheduled meeting of each calendar year, authorize expense reimbursement for each board member for performing official board duties. The Act states that the expense reimbursement must not exceed the rate established for state employees by state travel regulations. The Act covers expense reimbursement for all board functions. This action is consistent with Board Policy No. 211.

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

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING STATEMENT CONCERNING REIMBURSEMENT OF EXPENSES FOR OFFICIAL BOARD DUTIES FOR 2004:

THE UCA BOARD OF TRUSTEES AUTHORIZES REIMBURSEMENT OF EXPENSES FOR EACH OF ITS BOARD MEMBERS FOR PERFORMANCE OF OFFICIAL BOARD DUTIES, TO INCLUDE ATTENDANCE AT BOARD MEETINGS, FULFILLMENT OF BOARD TRAINING REQUIREMENTS, AND ANY OTHER OFFICIAL BOARD DUTIES. THE EXPENSE REIMBURSEMENT AUTHORIZED HEREIN MUST NOT EXCEED THE RATE ESTABLISHED FOR STATE EMPLOYEES BY STATE TRAVEL REGULATIONS, INCLUDING SPECIAL TRAVEL AUTHORIZATION. THE BOARD ALSO AUTHORIZES THE PRESIDENT TO APPROVE THE REIMBURSEMENT OF TRAVEL EXPENSES OF BOARD MEMBERS THAT ARE IN CONFORMANCE WITH THIS POLICY.

Bachelor of Arts and Bachelor of Science Degree Programs in Theatre - The Department of Mass Communication and Theatre and the College of Fine Arts and Communication propose Bachelor of Arts and Bachelor of Science (BA and BS) degree programs with a major in theatre. The proposed programs are not new to UCA, except in name; the theatre curriculum is a long-standing part of the UCA academic program as an emphasis area within the BA/BS programs in speech. In July 2002, the university reorganized the departments in its College of Fine Arts and Communication; BA/BS speech emphasis areas in speech communication and public relations were moved to the renamed Department of Writing and Speech, and the theatre emphasis remained in the (also renamed) Department of Mass Communication and Theatre. The creation of the BA and BS degree programs in theatre will clarify both administrative control of and accountability for the existing theatre curriculum.

The proposed theatre major will, like the emphasis area within the current degrees in Speech, require 124 semester credit hours, including 40 hours within the major (27 hours of required courses, 9 hours of electives, and 4 hours of application courses). The program will require no new courses, nor does it require additional resources for implementation.

All appropriate university councils and administrators have recommended approval of the BA and BS degrees in theatre.

Following brief discussion during which Dr. Gabriel Esteban, Provost, responded to questions from Board members, the following resolution was unanimously adopted upon motion by Dr. Stanton with a second by Dr. Garner:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY APPROVES THE BACHELOR OF ARTS AND BACHELOR OF SCIENCE DEGREE PROGRAMS IN THEATRE.”

Master of Science in Community and Economic Development Outreach to China - Through a unique cooperative venture with an international educational consulting agency (CFM Educational Services Inc.), UCA proposes to offer the Master of Science in Community and Economic Development (MSCED) to cohorts of professionals from the southeastern region of the People's Republic of China.

UCA occupies a unique position in community development education, hosting the oldest and largest Community Development Institute in America and offering one of the few graduate degrees in the field. The proposed partnership agreement will enhance and expand the institution's leadership role in community and economic development education on an international level. The MSCED is an established and growing program designed to prepare individuals to provide informed and skillful leadership in government agencies and private organizations. This proposed outreach program will equip students in the Pacific Rim to engage in community and economic development in various contexts, while domestic students will acquire a more global perspective.

The proposed program will build on ongoing efforts to internationalize UCA's community and economic development activities. The People's Republic of China is the United States' fastest growing trading partner and is an emerging political and economic force in the Pacific Rim. Recognition of these circumstances, coupled with a desire to foster international and multicultural understanding on campus, have led to expansion of the UCA Asian Studies program and opportunities provided through the institution's Humanities and World Cultural Institute. Students and faculty traveling to China or collaborating with Chinese students will experience a richer learning environment. The proposed program will add to current activities to foster awareness of languages, economies, industrial and technical developments, social problems and opportunities within the two cultures.

The proposed program will be coordinated by the Division of Academic Outreach. It will allow students to complete UCA's MSCED program over the course of a year. Twelve courses (36 hours) of the current MSCED curriculum will be offered to students in China. All courses offered will be required for degree completion with no electives. During the course of study, students will customarily take one three-credit-hour course at a time with each course being approximately one month's duration. A minimum of four of the twelve courses will be taught by UCA graduate faculty on-site in China with approximately 25 to 30 hours of direct instruction on a 5-day schedule. Evening and weekend classes are planned to meet the needs of working professionals. An additional ten to fifteen hours of follow-up instruction and evaluation using email and other technology-based delivery will be completed within one month following the last day of class for each course. No more than three of the twelve courses will be taught by UCA faculty using distance technology (Web-based, compressed video, teleconferencing). These courses are currently taught via the Web to domestic students throughout the United States. Both Chinese and American students will be enrolled in the Web classes. A maximum of five of the twelve courses will be taught by adjunct Chinese faculty approved by UCA to teach specific courses in their areas of expertise. Locations for traditionally-delivered classes in China will be arranged by CFM Educational Services.

It is estimated that after one year approximately sixty students will be enrolled in the program. This estimate is based on preliminary market research performed by an independent consultant for CFM Educational Services. A minimum of twenty students will be required to offer the MSCED. All programs offered through the Division of Academic Outreach and Extended Programs must be self-supporting. Total expenses for the China-based program, including faculty salaries and travel expenses, are projected to be \$128,845 for the first year and \$168,930 annually for the second year and beyond. If enrollment estimates are realized, additional revenue from tuition and fees will be sufficient to support the program. Estimated income during the first year is projected to be \$173,250 and \$231,000 in subsequent years. Tuition for the program will be \$3,825 per student for a cohort of thirty students or \$4,000 for a cohort of between twenty and thirty students.

The proposed outreach program has been reviewed and recommended by all appropriate UCA councils and administrators.

Following discussion during which Dr. Esteban responded to questions from Board members, the following resolution was unanimously adopted upon motion by Mr. Harding with a second by Mr. Sims:

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY APPROVES THE MASTER OF SCIENCE IN COMMUNITY AND ECONOMIC DEVELOPMENT OUTREACH TO THE PEOPLE'S REPUBLIC OF CHINA."

Revision to Fees - Academic Outreach and Extended Programs (Board Policy No. 631) -

Board Policy 631 establishes fees to be charged by the Division of Academic Outreach & Extended Programs. The Extended Study Program delivers courses to special groups that would typically not be served by UCA. This proposal includes an increase in pay for faculty and the addition of fees for traditional delivery, which continues to be requested by specific markets. Other minor modifications in the wording of the policy, such as the name of the Division, are proposed to bring the language in line with recent changes in other administrative policies.

The following resolution was unanimously adopted upon motion by Mr. Womack with a second by Mrs. Bassett:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING AMENDMENTS TO BOARD POLICY NO. 631, ‘FEES—ACADEMIC OUTREACH AND EXTENDED PROGRAMS.’”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 631

Subject: Fees - ~~Continuing Education~~ Academic Outreach and Extended Programs

Date Adopted: 12/75

Revised: 8/89, 4/90, 4/92, 3/93, 3/94 5/95, 8/96, 8/97,

8/00, 5/01, 8/01, 3/02, 11/02

Students enrolling in credit classes offered through the Division of ~~Continuing Education~~ Academic Outreach and Extended Programs (AOEP) will pay general registration fees based on the current Board approved rates for regularly enrolled students as provided for in Board Policy No. 630. Students enrolling in ~~Continuing Education~~ AOEP classes will incur general registration fees on a per hour basis. However, unlike regularly enrolled students whose general registration fees reach the maximum charge at ~~twelve~~ thirteen credit hours, ~~Continuing Education~~ AOEP hours are not limited to a maximum charge. If a student is enrolled simultaneously in ~~Continuing Education~~ AOEP and regular on-campus classes, the ~~Continuing Education~~ AOEP hours are not included in the calculation to determine the maximum charge.

Students enrolling in on-campus credit classes offered through the ~~Division of Continuing Education~~ AOEP will also pay additional mandatory fees based on the current Board approved rates for regularly enrolled students as provided for in Board Policy No. 630. These students will pay the semester's mandatory fees at the same rates as that of a regular full-time student. If a student is enrolled simultaneously in ~~Continuing Education~~ AOEP and regular on-campus classes, the mandatory fees will not exceed the full time (~~twelve~~ thirteen hour) charge.

Students enrolled in health sciences classes offered through ~~Continuing Education~~ AOEP, either on campus or off campus, will pay the same per credit hour health sciences course fee as students who are enrolled in regular on-campus health science classes as provided for in Board Policy No. 639.

Students enrolled in the Graduate School of Management, Leadership, and Administration (GSMLA) will pay a special course fee of \$15.00 per credit hour for GSMLA courses. This GSMLA fee is in addition to graduate student registration and other mandatory fees.

Students enrolled in distance education courses will pay an additional distance education fee necessary to cover the costs of delivering instruction through ~~telecommunications systems~~ distance technologies as provided for in Board Policy No. 648.

Extended Learning Study

The payment schedule for extended ~~learning~~ study courses is as follows:

REGISTRATION FEE (FOR IN-STATE AND OUT-OF-STATE RESIDENTS)

Extended Learning Study (Asynchronous Distance Technologies Delivery)

\$120 PER UNDERGRADUATE CREDIT HOUR

\$190 PER GRADUATE CREDIT HOUR

Extended Learning Study (Asynchronous Traditional Delivery)

\$74 \$80 PER UNDERGRADUATE CREDIT HOUR

\$150 PER GRADUATE CREDIT HOUR

COURSE RENEWAL FEE -\$120 PER COURSE

COURSE EXCHANGE FEE -\$120 PER COURSE

REFUND POLICY -

WITH WITHIN FIRST MONTH - 65% OF FEE

WITHIN SECOND MONTH - 50% OF FEE

TOTAL INSTRUCTOR PAY-

\$65 \$95 PER STUDENT FOR THREE SEMESTER HOUR COURSE (\$27 \$40 UPON ENROLLMENT, \$38 \$55 UPON COMPLETION OR A PRORATED PORTION OF THE \$55 BASED ON THE PERCENTAGE OF LESSONS COMPLETED AT COURSE EXPIRATION) FACULTY WILL BE ASSIGNED NO MORE THAN 120 STUDENTS PER YEAR, WITH NO MORE THAN 40 STUDENTS AT A GIVEN TIME.

COURSE REVISION/ADDITION UPDATE/DEVELOPMENT FEE PAYMENT TO FACULTY -

\$400 \$750 PER 3-HOUR COURSE REVISED UPDATE

\$500 \$1500 PER 3-HOUR COURSE ADDED DEVELOPMENT

Late Payment on External Contracts

The Division of Continuing Education Academic Outreach and Extended Programs may impose a ten percent late payment fee on contracts with external agencies, groups, or individuals that fail to pay their bills within thirty days of the date of billing.

Not-for-Credit Fees

The administration is responsible for establishing other fees and charges for not-for-credit conferences, seminars, training and community education classes that the Division of Continuing Education Academic Outreach and Extended Programs originates and sponsors.

Alumni Association Discount

UCA Alumni Association members enrolling in non-credit courses will receive a 40% discount.

Environmental Health and Safety Policy (Board Policy No. 415) - Innumerable hazardous materials are currently used across our campus, from fluorescent light bulbs and needles and syringes, to chemicals and biologics. UCA does not have a comprehensive policy to address the safe handling of these hazardous materials. After preliminary discussions last year with various affected people across campus, it was determined that such a policy was needed. As a result, the provost established a committee to draft a policy. This new policy will ensure that UCA is in compliance with state and federal regulations for handling hazardous materials, and, therefore, will provide a safer environment for all members of the campus community. This proposed policy has been reviewed and endorsed by the Council of Deans and the Faculty and Staff Senates.

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

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY APPROVES THE ATTACHED ENVIRONMENTAL HEALTH AND SAFETY POLICY AS BOARD POLICY NO. 415.”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number:415

Subject: Environmental Health and Safety

Date Adopted: _____ Revised:_____

I. PURPOSE

The Administration of the University of Central Arkansas recognizes and endorses the need and importance of providing environmentally safe work and residential spaces for all of its employees, students, and visitors. The University promotes health and safety programs and procedures based on applicable health and safety standards promulgated by State and Federal agencies, including OSHA regulations, as well as published standards of nationally recognized professional health and safety groups.

II. ENVIRONMENTAL HEALTH AND SAFETY COMMITTEE

The Environmental Health and Safety Committee oversees the implementation of the Environmental Health and Safety Policy and reports to the Vice President designated by the President of the University.

A. The Committee is comprised of:

1. associate deans from the colleges that use hazardous materials,
2. the University General Counsel (ex-officio, non-voting),
3. the Director of Physical Plant or designee, and
4. three (3) representatives, to be chosen by the Vice President, from physical plant and/or auxiliary operations.

The Director of Physical Plant (or his/her designee) will chair the committee. The committee will meet at least once each semester of the academic year and at other times, as needed. The committee has the authority to increase its membership or to create *ad hoc* committees as appropriate to the needs of the university. The three representatives chosen by the Vice President will serve staggered three-year terms.

The Environmental Health and Safety Committee understands that some university committees are federally and/or state regulated and adherence to these regulations is expected. In some circumstances, the mandated minimum standards will be augmented.

B. The Environmental Health and Safety Committee will:

1. review environmental health and safety policies, procedures and manuals related to the use of hazardous materials that are developed by committees, units and departments;
2. see that regular campus-wide audits and/or surveys for regulatory compliance are conducted;
3. assist with coordination of safety-related administrative initiatives;
4. provide centralized environmental health and safety guidance to all areas of the University; and
5. monitor the effectiveness of the University environmental health and safety program.

II. Implementation Responsibilities

A. Provost, Vice Presidents, and Deans will:

1. communicate to faculty, employees, students and visitors that health and safety are high priorities on campus and that everyone shares in the obligation to perform work in a safe, healthful, and environmentally protective manner;
2. determine appropriate levels of responsibility to provide a safe environment and to conduct operations in compliance with applicable laws, regulations and generally accepted practices for health, safety and environmental protection;
3. communicate with Chairs and Directors about environmental health and safety responsibilities that need to be implemented within their departments; and
4. ensure that environmental health and safety responsibilities are carried out in the academic departments or administrative units for which they are responsible.

B. Chairs, Directors and Supervisors will:

1. communicate to faculty, employees, students and visitors that health and safety are high priorities on campus and that everyone shares in the obligation to perform work in a safe, healthful, and environmentally protective manner;

2. ensure that environmental health and safety responsibilities are carried out in the academic departments or administrative units for which they are responsible; and
 3. monitor the implementation of health and safety programs in their units.
- C. Supervisors, department chairs, faculty and other employees with direct oversight of University activities, both academic and administrative, will:
1. communicate to employees, contractors, students and visitors that health and safety are high priorities on campus and that everyone shares in the obligation to perform work in a safe, healthful, and environmentally protective manner;
 2. identify hazards and ensuring measures are implemented to eliminate or minimize those hazards;
 3. provide information about workplace hazards and safety and health procedures to employees, contractors, students, and visitors;
 4. supply the proper safety equipment;
 5. encourage prompt reporting of health and safety problems without fear of reprisal; and
 6. stop work being carried out under their authority if they believe that continuation of the work poses an imminent danger to the safety or health of any person, or damage to property.
- D. Faculty, Employees, Contractors, Students and Visitors will:
1. comply with applicable environmental health and safety laws and regulations, university policies and accepted work practices;
 2. learn about potential hazards associated with their work and work area, know where information on these hazards is kept, and use this information when needed;
 3. follow safe operating procedures and guidelines applicable to their work;
 4. report unsafe conditions to their supervisor without fear of reprisal;
 5. participate in applicable health and safety training.

The following two action items were presented and voted on simultaneously:

1. **Food Service Contract for 2004-2005 (Board Policy No. 633)** - The university has received from ARAMARK, Inc. a food service proposal for the 2004-2005 contract year. The proposed contract provides for a rate increase of 8.25% for meal plans for the 2004-2005 academic year. The proposed increase is required to cover the cost of the cafeteria renovations and to purchase the equipment needed to interface with the university's OneCard System. The rate increases for summer camps and casual meals in the cafeteria range from 5% to 30%. The increase in the casual meal rate is needed to make the rate comparable to the student rate for the 7-meal/\$125 declining balance plan.

The commission paid by ARAMARK for off-campus special groups will remain at approximately 15%. The commission paid on casual meals in the cafeteria, and the non-boarders meal plan will increase to 18% (cash only). ARAMARK, Inc. will pay the university a 12% commission on all board plan declining balance sales and on catered events, 12% on all non-board plan declining balance sales and 10% on all inclining balance sales.

The university will continue to contract with ARAMARK, Inc. for the operation of its food court in the Student Center and snack bar in Burdick Business Administration Building. ARAMARK, Inc. will pay the university 7% of sales in the Pizza Hut, 10% of sales in Chick-Fil-A, 5% of sales in the C-Store, 10% of sales in Java City, and 12% of sales for all other cash operations.

The university currently grants to ARAMARK, Inc. the exclusive right to operate the concessions in Estes Stadium, Farris Center, and Farris Field. It is recommended that this contract be extended from June 1, 2004, through May 31, 2005, with payment to the university of 15% for football events and 10% for non-football events, which is the same as the 2003-2004 rate.

The rates for 2004-2005 are as follows:

<u>TERM</u>	<u>MEAL PLAN*</u>	<u>2003-2004</u> <u>INCREASE</u> <u>RATES</u> <u>PER DAY</u>	<u>2004-2005</u> <u>RATES</u> <u>PER DAY</u>	<u>%</u>
Fall & Spring	Unlimited**	\$5.61	\$6.08	8.25%
	Any 19 meals	\$5.29	\$5.73	8.25%
	Any 15 meals	\$4.97	\$5.38	8.25%
	Any 10 meals	\$4.75	\$5.15	8.25%
	Any 7 meals with \$125.00	\$3.88	\$4.20	8.25%

<u>GROUP</u>	<u>MEAL</u>	<u>2003-2004</u> <u>RATES</u> <u>PER DAY</u>	<u>2004-2005</u> <u>RATES</u> <u>PER DAY</u>	<u>AMOUNT</u> <u>TO UCA</u>	<u>INCREASE</u> <u>%</u>
Casual Meals	Breakfast	\$4.17	\$5.25	\$0.95	20.5%
	Lunch	\$4.85	\$6.50	\$1.17	25%
	Dinner	\$4.91	\$7.00	\$1.26	30%
	Special	\$6.01	\$7.50	\$1.35	20%

<u>GROUP</u>	<u>MEAL</u>	<u>2004</u> <u>RATES</u> <u>PER DAY</u>	<u>SUMMER</u> <u>2005</u> <u>RATES</u> <u>PER DAY</u>	<u>SUMMER</u>	<u>%</u>	<u>INCREASE</u>
Off Campus Special Groups	Breakfast	\$3.59	\$3.77			5%
	Lunch	\$4.38	\$4.60			5%
	Dinner	\$4.38	\$4.60			5%
	Brunch	\$4.38	\$4.60			5%
Summer I & II Special Groups	Any 19 meals	\$7.63	\$8.26			8.25%
	Any 15 meals	\$6.64	\$7.18			8.25%
	Any 10 meals with \$75.00	\$5.61	\$6.07			8.25%

<u>GROUP</u>	<u>MEAL</u>	<u>PLAN</u>	<u>2003-2004</u> <u>PER</u> <u>SEMESTER</u>	<u>2004-2005</u> <u>PER</u> <u>SEMESTER</u>	<u>%</u>
Commuter	Any 50 meals with \$175.00 declining balance		\$390.00	\$500.00	22%

Any 30 meals with \$25.00 declining balance	\$260.00	\$320.00	23%
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- Commissions:
- 15% for off-campus special groups
 - 10% for catered events
 - 12% for casual meals in cafeteria (non-cash)
 - 18% for casual meals in cafeteria (cash only)
 - 15% for special meal plan for non-boarders
 - 12% for declining balance for boarders
 - 12% for declining balance for non-boarders
 - 10% for inclining balance
 - 15% for Football Athletic Concessions
 - 10% for Non-Football Athletic Concessions
 - 10% for Java City
 - 10% for Chick-Fil-A
 - 07% for Pizza Hut
 - 05% for the C-Store
 - 12% for all other cash operations

* All meal plans have the option of adding a \$50.00 declining balance and the commission to the university will remain the 12% already paid on declining balance.

** Optional and not covered by university scholarships.

The following resolution, as an amendment to Board Policy No. 633, "Food Service Contract," was unanimously adopted upon motion by Mrs. Bassett with a second by Mr. Womack:

“BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO SIGN A ONE-YEAR CONTRACT WITH ARAMARK, INC., WITH RATES AS SHOWN IN THE CHART ABOVE, THEREBY AMENDING BOARD POLICY NO. 633, ‘FOOD SERVICE CONTRACT.’

BE IT FURTHER RESOLVED: THE ADMINISTRATION IS AUTHORIZED TO SIGN A ONE-YEAR CONTRACT WITH ARAMARK, INC., FOR THE OPERATION OF THE FOOD COURT IN THE STUDENT CENTER AND SNACK BAR IN BBA, PROVIDING THAT ARAMARK, INC., WILL PAY THE UNIVERSITY 7% OF SALES IN THE PIZZA HUT, 10% OF SALES IN CHICK-FIL-A, 5% OF SALES IN THE C-STORE, 10% OF SALES IN JAVA CITY, AND 12% OF SALES FOR ALL OTHER CASH OPERATIONS FOR THE PERIOD OF JUNE 1, 2004 THROUGH MAY 31, 2005, AND SIGN A SIMILAR CONTRACT WITH ARAMARK, INC., FOR THE OPERATION OF

THE ATHLETIC CONCESSIONS AT ESTES STADIUM, THE FARRIS CENTER, AND FARRIS FIELDS FOR THE PERIOD BEGINNING JUNE 1, 2004 THROUGH MAY 31, 2005, PROVIDING ARAMARK, INC., WILL PAY THE UNIVERSITY 15% OF GROSS SALES FOR FOOTBALL EVENTS AND 10% OF GROSS SALES FOR NON-FOOTBALL EVENTS.”

2. **Room and Board Rates for 2004-2005 (Board Policy No. 632)** - The current room and board charge is \$1,893 per semester for students in a double occupancy room and on the 19-meal plan. An increase in the standard board plans will be needed to cover the increased cost of the proposed ARAMARK contract. An increase is recommended also for the residence hall room rates. Both ARAMARK and the Department of Housing and Residence Life are working diligently to keep costs to a minimum. The increase is needed to support the cafeteria renovations and to upgrade the residence halls by making the needed improvements/repairs. The total proposed room and board rate for 2004-2005 is \$1,960.00, or an overall increase of approximately 3.4%.

For the 2003-2004 academic year, housing has experienced an annualized occupancy of approximately 94.5%, approximately the same as the previous four years. Housing applications are up from this time last year and Housing should maintain a high occupancy rate for 2004-2005.

The standard meal plans offered for 2004 -2005 are the same as 2003-2004. The option of unlimited meals and declining balance with the standard meal plans will be offered again in 2004-2005 as well as the \$800.00 and \$500.00 declining balance for students in university- owned or -leased apartments only.

The following resolution, as an amendment to Board Policy No. 632, “Room and Board,” was unanimously adopted upon motion by Mrs. Bassett with a second by Mr. Womack:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING SCHEDULE OF ROOM AND BOARD RATES FOR THE ACADEMIC YEAR, EFFECTIVE FALL, 2004, AND SUMMER CONFERENCES AND SUMMER TERMS EFFECTIVE SUMMER 2005, THEREBY AMENDING BOARD POLICY NO. 632, “ROOM AND BOARD.”

ROOM RATE SCHEDULE

<u>Fall & Spring 2004-2005</u>	<u>Proposed</u>	<u>Current</u>
Double Occupancy Room Rate	\$1,100.00 per semester	\$1,056.00
Private Room Rate	\$1,485.00 per semester	\$1,427.00
Greek Room Rate	\$ 10.00 per semester	\$ 9.70
Apartment Rate (double occupancy)	\$1, 300.00 per semester	\$1,056.00
Menton Hall (private room)	\$1, 515.00 per semester	\$1,458.00
Menton Hall (double room)	\$1, 120.00 per semester	\$1,076.00
Guaranteed Private Room(Baritone & Short/Denny the new hall)	\$1, 650.00 per semester	\$1,584.00
RA Room	\$1 ,100.00 per semester	\$1,056.00

Summer Terms 2005

Any Hall (double room)	\$ 350.00 per semester	\$ 335.00
Any Hall (private room)	\$ 465.00 per semester	\$ 448.00

Summer Conferences 2005

Youth Rate (double)	\$ 10.20 per person/night	\$ 9.80
Adult Rate (double)	\$ 14.00 per person/night	\$ 13.50
Adult Rate (single)	\$ 19.25 per person/night	\$ 18.50
UCA Student Group	\$ 6.80 per person/night	\$ 6.70

BOARD RATE SCHEDULE

Fall & Spring 2004-2005

Any 19-meals per week	\$ 860.00 per semester	\$ 837.00
Any 15-meals per week	\$ 835.00 per semester	\$ 810.00
Any 10-meals per week	\$ 815.00 per semester	\$ 788.00
Any 7-meals with \$125 declining bal.	\$ 830.00 per semester	\$ 805.00

Optional Meal Plans

Unlimited meals	\$ 930.00 per semester	\$ 902.00
19 meals + \$50.00	\$ 910.00 per semester	\$ 887.00
15 meals + \$50.00	\$ 885.00 per semester	\$ 860.00
10 meals + \$75.00	\$ 890.00 per semester	\$ 863.00

Summer 2005

Any 19-meals per week	\$ 330.00 (per term)	\$ 302.00
Any 15-meals per week	\$ 305.00 (per term)	\$ 275.00

Baldrige Apartments Rental Rates for 2004-2005

The rental fee for Baldrige Apartments will not need to be increased this year.

The following resolution was unanimously adopted upon motion by Mrs. Bassett with a second by Mr. Womack:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING MONTHLY SCHEDULE OF BALDRIGE APARTMENT RATES FOR THE 2004-2005 BUDGET YEAR, EFFECTIVE JULY 1, 2004.”

RENT FOR BALDRIGE APARTMENTS

<u>Apartment</u>	<u>2004-2005</u>	<u>Current</u>
2003 Bruce #1	\$465.00	\$465.00
2003 Bruce #2	\$445.00	\$445.00
2003 Bruce #3	\$395.00	\$395.00
2003 Bruce #4	\$395.00	\$395.00
2003 Bruce #5	\$395.00	\$395.00
2005 Bruce #A	\$445.00	\$445.00
2005 Bruce #B	\$445.00	\$445.00
2005 Bruce #C	\$445.00	\$445.00
2005 Bruce #D	\$445.00	\$445.00
229 Elizabeth #1	\$445.00	\$445.00
229 Elizabeth #2	\$445.00	\$445.00
229 Elizabeth #3	\$445.00	\$445.00
229 Elizabeth #4	\$445.00	\$445.00
229 Elizabeth #5	\$445.00	\$445.00
229 Elizabeth #6	\$445.00	\$445.00
229 Elizabeth #7	\$445.00	\$445.00
229 Elizabeth #8	\$445.00	\$445.00

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

Overall, it was a very good audit with no internal control weaknesses found and no other material audit comments.

AUDIT FINDINGS

Barnes & Noble Bookstore notified the university that a university employee in Disability Support Services (DDS) was selling books back to the bookstore. It was determined that the books belonged to the university and that the employee did not deposit the proceeds from the sale of the books (\$8,724.52) with university cashiers. Restitution in the amount of \$1,079.81 was recovered from the employee's final paycheck and \$466.08 from accrued vacation pay.

On May 23, 2003, the employee was charged with theft of property. On September 16, 2003, an order of continuance was filed and plea scheduled for October 27, 2003. (See note below.)

RESPONSE

The employee was terminated.

Written procedures for the purchase and resale of textbooks have now been implemented. The DDS office manager will record all purchased textbooks on a book-tracking form. The DDS director will present tracking records to the Director of Minority Student Service for periodic review and approval.

NOTE: On October 27, 2003, a Judgment and Disposition Order was filed in which the former employee was sentenced to 60 months probation and ordered to pay UCA restitution at a rate of \$100 per month.

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

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HAS REVIEWED AND ACCEPTS THE AUDIT REPORT FOR FISCAL YEAR 2003 AS PREPARED BY THE ARKANSAS LEGISLATIVE AUDIT DIVISION.”

Academic Calendar, 2004-2005 -The University Calendar Committee has developed the attached calendar of critical dates for the upcoming academic year. The committee will continue its work and will soon develop a five-year rolling calendar to assist university personnel with planning. The 2004-2005 calendar has been reviewed and endorsed by appropriate administrators.

The following resolution was unanimously adopted upon motion by Mr. Womack with a second by Mrs. Bassett:

“BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES HEREBY APPROVES THE FOLLOWING ACADEMIC CALENDAR FOR 2004-2005.”

ACADEMIC CALENDAR FALL 2004 THROUGH SUMMER 2005

FALL SEMESTER 2004

August 19, Thursday	Instruction begins - day and evening classes
August 21, Saturday	Instruction begins - Saturday classes
August 24, Tuesday	Change-of-course period ends Last date to register Last date to add classes Last date to change from credit to audit or audit to credit
September 6, Monday	Labor Day Holiday
September 17, Friday	Final date to make degree application for December graduation
September 24, Friday	Final date to officially withdraw from an Aug 19-Oct 8 course with a W grade
October 1, Friday	Final date to officially withdraw from an Aug 19-Oct 8 course with a WP or WF grade
October 12, Tuesday	Final date to add an Oct 11-Dec 10 course

October 13, Wednesday	Mid-term grade report date
October 14 - 15, Thur/Fri	Fall Break
October 29, Friday	Final date to officially withdraw from an Aug 19-Dec 10 course or the university with a W grade
November 1 - Nov 22	Advance Registration
November 12, Friday	Final date to officially withdraw from an Oct 11-Dec 10 course with a W grade
November 19, Friday	Final date to officially withdraw from an Oct 11 - Dec 10 course with a WP or WF grade Final date to officially withdraw from an Aug 19 - Dec 10 course or the university with a WP or WF grade
November 24 - 26, Wed - Fri	Thanksgiving Holiday
December 4, Saturday	Final Exams - Saturday classes
December 6-10, Mon - Fri	Final Examinations - day and night classes
December 11, Saturday	Winter Commencement

WINTER INTERSESSION 2004-05

December 13, Monday	Instruction begins
December 14, Tuesday	Change-of-course period ends Last date to register Last date to add classes Last date to change from credit to audit or audit to credit
January 3, Monday	Final date to officially withdraw from a course or the university with a W grade
January 4, Tuesday	Final date to officially withdraw from a course or the university with a WP or WF grade
January 5, Wednesday	Final examinations

SPRING SEMESTER 2005

January 13, Thursday	Instruction begins - day and evening classes
January 15, Saturday	Instruction begins - Saturday classes
January 17, Monday	Dr. Martin Luther King, Jr. Holiday
January 19, Wednesday	Change-of-course period ends Last date to register Last date to add classes Last date to change from credit to audit or audit to credit
February 11, Friday	Final date to make degree application for May graduation
February 18, Friday	Final date to officially withdraw from a Jan 13-Mar 4 course with a W grade
February 25, Friday	Final date to officially withdraw from a Jan 13-Mar 4 course with a WP or WF grade
March 8, Tuesday	Final date to add a Mar 7-May 6 course
March 9, Wednesday	Mid-term grade report date
March 12 - 20, Sat-Sun	Spring Break
April 1, Friday	Final date to officially withdraw from a Jan 13-May 6 course or the university with a W grade
April 6 - 27	Advance Registration
April 15, Friday	Final date to officially withdraw from a Mar 7-May 6 course with a W grade
April 22, Friday	Final date to officially withdraw from a Mar 7-May 6 course with a WP or WF Grade Final date to officially withdraw from a Jan 13-May 6 course or the university with a WP or WF grade
April 30, Saturday	Final Exams - Saturday classes
May 2 - 6, Mon-Fri	Final Examinations - day and night classes

May 7, Saturday Spring Commencement

MAY INTERSESSION 2005

May 16, Monday Instruction begins

May 17, Tuesday Change-of-course period ends
Last date to register
Last date to add classes
Last date to change from credit to audit or audit to credit

May 25, Wednesday Final date to officially withdraw from a course or the university
with a W grade

May 30, Monday Memorial Day Holiday

June 1, Wednesday Final date to officially withdraw from a course or the university
with a WP or WF grade

June 3, Friday Final examinations

SUMMER 2005

June 6, Monday Instruction begins for the Ten Week Summer Session and the
First Summer Session

June 8, Wednesday Change-of-course period ends
Last date to register, add classes, change from credit to audit or
audit to credit for Ten Week Summer Session and First Summer
Session

June 10, Friday Final date to make degree application for August graduation

June 24, Friday Final date to officially withdraw from a First Summer Session
course or the university with a W grade

July 1, Friday Final date to withdraw from a First Summer Session course or the
university with a WP or WF grade

July 4, Monday	Independence Day Holiday
July 8, Friday	Final examinations for First Summer Session
July 11, Monday	Instruction begins Second Summer Session
July 13, Wednesday	Change-of-course period ends Last date to register, add classes, change from credit to audit, audit to credit for the Second Summer Session
July 22, Friday	Final date to officially withdraw from a Ten Week Summer Session course with a W grade
July 29, Friday	Final date to officially withdraw from a Second Summer Session course or the university with a W grade
August 5, Friday	Final date to withdraw from a Ten Week Summer Session course, Second Summer Session course or the university with a WP or WF grade
August 12, Friday	Final examinations for Second Summer Session and Ten Week Session
August 12, Friday	Summer Commencement

2004 Distinguished Alumnus Award - The University of Central Arkansas has awarded the citation of “Distinguished Alumnus” since 1986. The Distinguished Alumnus Selection Committee unanimously recommends that both William P. Stirtz and Donald R. Horton be named the UCA “Distinguished Alumnus for 2004.”

William Stirtz grew up in Jasper, Arkansas and attended UCA in 1952-53. He was a member of the Phi Lambda Chi fraternity. He received a BS degree in business from Northwestern University and a Master of Arts degree in European history from St. Louis University in 1968. Prior to continuing his education, he served as a naval aviator with the U.S. Navy from 1954 – 1957.

He is possibly the only UCA alumnus to have served on the board of directors and/or as CEO of four fortune 500 companies. He served as CEO of Ralston Purina Company from 1982-1997 and currently serves on the board. He also served as CEO of Energizer Holdings, Inc. and is currently serving on the board as well. According to an article in the *New York Times*, Stirtz is credited with the turnaround of Ralston as they negotiated a sale to the Nestle Corporation.

He has shown a recommitment to the Jasper area by building a vacation home there and also offered a \$1.4 million challenge gift to the Jasper Public schools. He and his wife, Susan, have endowed a one million dollar professorship at Washington University where Susan is on the faculty. The couple is also a financial supporter of the UCA Reynolds Performance Hall.

Donald Horton grew up in Marshall, Arkansas and attended UCA from 1968 – 1970. He entered pharmacy school and moved to Norman, Oklahoma to attend the Oklahoma School of Pharmacy where he met his wife, Marty, on the first day. An ill father required him and his wife to return to Marshall to run a real estate business started by his father.

Don and Marty moved to Fort Worth, Texas in 1977 after Marty received her teaching degree. Don quickly found a job selling homes for a local homebuilder.

In 1978, Mr. Horton began his own construction business in the Dallas/Fort Worth metroplex. In 1987, he began expanding the operations by seeking out the nation’s most active homebuilding markets. The company now has close to 50 locations operating in 23 states. D. R. Horton, Inc. is consistently listed as a Fortune 500 company. In 2000, the company was ranked 40th out of the top 500 in growth of profits over a five-year period. That ranking was ahead of companies such as Gap, MBNA and DuPont, and just behind Charles Schwab, Best Buy, Barnes and Noble and Gateway. In 1999, *Professional Builder* magazine name him national “Builder of the Year.” D. R. Horton, Inc. employs over 6,300 people.

The company has a family business atmosphere. As an example, Horton established Camp Horton so children of employees could spend a week each summer on a several-thousand-acre rancheach summer at no cost.

The following resolution was unanimously adopted upon motion by Mrs. Bassett with a second by Dr. Garner:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY RECOGNIZES THE CONTRIBUTIONS AND ACHIEVEMENTS OF WILLIAM STIRITZ AND DONALD HORTON 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.”

Resolution for Dalda Womack - President Hardin announced that Mr. Dalda Womack, one of the longest serving members of the Board, has indicated to Governor Huckabee that he does not want to be reappointed to the Board because he wants to travel and spend more time with his family. President Hardin read the following resolution of appreciation:

Resolution

WHEREAS, Dalda Womack has had a long, distinguished career in which he has served not only the University of Central Arkansas, but the entire state through his years in secondary education and his long, faithful service to Arkansas Boys State; and

WHEREAS, his 13 1/2 years on the University of Central Arkansas Board of Trustees have seen him hold every board office and provide very capable leadership; and

WHEREAS, his years of service on the University of Central Arkansas Board of Trustees have covered the greatest growth in the history of the institution; and

WHEREAS, Dalda Womack's in-depth knowledge of process has been invaluable to the seamless transition of the Board; and

WHEREAS, in that role, his knowledge of the University of Central Arkansas has been critical to the Board of Trustees, as well as President Hardin; and

WHEREAS, presidents, trustees, and vice presidents have relied on Dalda Womack's institutional memory and knowledge to retrieve actions by the UCA board when needed; and

WHEREAS, Dalda Womack's loyal service to Arkansas Boys State has laid the foundation for hundreds of high school juniors to learn about their state and nation with many going on to the highest levels of public service including a President of the United States; and

WHEREAS, Dalda Womack has been a role model for countless young people in his successful coaching career; and

WHEREAS, Dalda Womack has been a champion for improving secondary education in Arkansas through his years of service as Superintendent of Schools at both Gillett and Star City; and

WHEREAS, as a result of his committed service, all connected to the University of Central Arkansas have benefited;

NOW, THEREFORE, BE IT RESOLVED that the University of Central Arkansas extends its deepest appreciation to Dalda Womack for his years of exemplary service to the Board of Trustees and that Dalda Womack is hereby recognized for his years of outstanding service to the faculty, staff, students and friends of the University.

Adopted this 20th day of February 2004
in Conway, Arkansas

Witness our hands and seal this _____ day of _____.

Scott Roussel, Chair

Patricia Bassett, Secretary

The above resolution was unanimously adopted upon motion by Mr. Sims with a second by Dr. Stanton.

Individual members of the Board expressed appreciation to Mr. Womack for his service to the university and, in turn, Mr. Womack expressed his appreciation to the Board and others and stated that it has been an honor and a privilege to serve on the Board.

President Hardin announced that a reception honoring Mr. Womack, Dr. Stanley Russ, and Senator Gilbert Baker will be held at the President's Home following the Board meeting.

EXECUTIVE SESSION

Executive session, for the purpose of considering and discussing personnel matters, was unanimously declared upon motion by Mr. Harding with a second by Dr. Stanton.

OPEN SESSION

Open session was unanimously declared upon motion by Mr. Sims with a second by Dr. Stanton.

The following resolution was unanimously adopted upon motion by Mr. Sims with a second by Dr. Stanton:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING ADJUSTMENTS, APPOINTMENTS, APPOINTMENTS FROM GRANTS, RESIGNATIONS AND/OR NON-REAPPOINTMENTS, AND SABBATICALS FOR FALL 2004, PROVIDED HOWEVER, THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE.

ADJUSTMENTS:

Mellisa Bryan, Athletics, change title from Marketing Asst./Cheerleading & Dance Sponsor to Marketing Director/Cheerleading & Dance Sponsor, change salary, effective January 1, 2004.

John Gale, University College, Director/Associate Professor, change salary, effective January 1, 2004.

David Brent Herring, Computer Services, change title from Interim Associate Director to Associate Director, change salary, effective December 10, 2003.

Terrance Kearns, change department from English to Undergraduate Studies/English, change title from Professor to Director of General Education/Professor, change salary, effective January 1, 2004.

James Taylor, Physical Therapy, Assistant Professor, change salary due to completion of doctorate, effective January 5, 2004.

APPOINTMENTS:

Ronald Edwards, Career Services, Assistant Director of Cooperative Education, effective January 2, 2004.

Racheal Murrison, Financial Aid, Projector Coordinator/Assistant Director, effective January 5, 2004.

Edwina Smith, Writing & Speech, Instructor, effective January 1, 2004 through May 30, 2004, non-tenure track.

APPOINTMENTS FROM GRANTS:

Patricia Smith, Upward Bound, Coordinator, effective February 11, 2004.

RESIGNATIONS AND/OR NON-REAPPOINTMENTS:

Freddie Bowles, World Languages	5/15/04
Carol Patty, Athletics	12/31/03
Katherine Weiler, Speech-Pathology	12/31/03

SABBATICAL FALL 2004:

Jane Lammers, Health Sciences
Joe McGarrity, Economics, Finance, Insurance and Risk Management
Bonnie Selting, Writing & Speech
David Dussourd, Biology

ADDENDUM

APPOINTMENTS:

Bobby Altom, Graduate School of Management, Leadership, and Administration, Assistant Professor, effective February 15, 2004, non-tenure track

Patsy Brannan, Development, Development Officer, effective February 16, 2004.

RESIGNATIONS AND/OR NON-REAPPOINTMENTS:

Shawn Smith, Writing & Speech

February 28, 2004

Staff Senate Request - Julia Robison, during her comments to the Board, requested \$7,000 to endow the Staff Senate's book scholarship fund to benefit staff members and dependents who are taking classes. In response to that request, the following resolution was unanimously adopted upon motion by Mr. Harding with a second by Dr. Stanton:

“BE IT RESOLVED: THAT \$15,000 FROM THE BOARD OF TRUSTEES ENDOWMENT FUND BE AWARDED TO THE STAFF SENATE TO ENDOW ITS BOOK SCHOLARSHIP FUND.”

This award increases the Senate's scholarship fund to \$28,000, which will enable the Senate to increase the number of scholarships or the amount of each scholarship.

There being no further business to come before the Board, the meeting was adjourned upon motion by Dr. Garner with a second by Mr. Harding.

Mr. Scott Roussel, Chair

Mrs. Patricia Bassett, Secretary

Carl Frederickson
President of the Faculty Senate
Remarks to the UCA Board of Trustees

February 20, 2004

I would first like to welcome Dr. Garner to the UCA Board of Trustees. His experience in higher education will be valuable to the Board. I would like to begin by telling you that it has been a great year so far for faculty. Equity issues are being addressed by the administration (though funds have been inadequate). Enrollment is up, and looking up for next year. New tenure-track faculty lines have been created in response to the increased enrollment. And finally, for one of the few times since I joined the faculty at UCA, there is not a major construction project ongoing on campus.

Faculty input is valued and sought out by the Provost and President. My executive committee meets monthly with the President over lunch. We regularly discuss Arkansas history and politics and issues important to the faculty and UCA. Faculty input into issues regarding admissions and the academic calendar are just a few of the examples of improved communications (and shared governance) that have been cultivated by this administration.

The increased enrollment will continue to put pressure on the resources available for instruction. Current events in the Arkansas legislature will likely put pressure on state funding as well. UCA will need to address these issues as we move forward. Faculty will continue to help by looking for support from external agencies with funds earmarked for instruction. An example of the types of programs available are the Course, Curriculum and Laboratory Improvement program of the National Science Foundation, These programs, however, often require matching funds from the University and plans for the University to maintain and continue these improvements. Ongoing commitments like these require steady sources of funding. The administration has begun to address this issue through the reorganization of the summer school program. We must not forget though the day-to-day instructional needs that cannot be funded through external grants. The library is a particularly important resource that has not had the attention it requires. I ask that you keep these issues in mind as you enter the budgeting phase for next year.

UCA will begin an experiment next fall providing laptop computers for a small number of incoming freshmen students. This is an opportunity for UCA to be ahead of the curve nationally as well as in the state. The faculty involved in this program initially, are already committed to the use of technology in instruction. Should we decide that the experiment is a success, then faculty development will become a very important issue. All faculty need to buy into this program in some measure for it to be a success campus-wide. Along with the planned wireless campus, the laptop program makes this a very exciting time to learn and teach at the University of Central Arkansas.

The Student Government Association had a very productive fall semester and is working hard to complete projects for the spring term. Some of our projects and accomplishments are as follows:

SGA sponsored Police Council, in which students participated in an open forum to address questions to the UCAPD.

In efforts of expanding Health Services, we are working diligently to provide quality of services to the UCA community. We hope to increase the size, space, and staff of Health Services, so that more students can utilize the facility more efficiently.

SGA is also working with Mr. Russ Hancock in designing a UCA banner to be placed on the light poles of Bruce and Donaghey.

We also adopted a Code of Conduct. The purpose of the Code of Conduct is to set a higher standard of conduct for SGA senators. It outlines each senator's responsibility to the students and to SGA.

SGA would also like to extend our deepest appreciation to the UCA Board of Trustees for your donation of 15,000 to go towards our Registered Student Organization Center. We have plans for having it located in the Student Center Room 207. We will be placing computers, printers, telephones, a laser poster printer, a copier, and fax machine in the resource center. We plan to open the resource center in the beginning of the fall school year.

Currently SGA is conducting a study of cigarette smoking habits and attitudes among students at UCA. The study involves completion of an online survey. The study is designed and administered by Dr. Edward Powers and Dr. Allison Vetter of the Department of Sociology. Opinions expressed in this survey will be used to better understand the students at UCA and to help SGA support policies aligned with the students' best interests.

Several Upcoming events are as follows:

The Student Activity Fee Allocation Process will be March 8-18, and the SGA predicts over 150 Registered student organizations to apply for funding.

Our Annual Community Service Banquet will be held on April 8 to recognize students, faculty, and staff at UCA who have volunteered their time to helping out in the community.

In closing, spring elections will be held on March 16-18.

Respectfully Submitted,
Ortavius Wright, President, Student Government Association

Staff Senate
Julia Robison
February 20, 2004

Good afternoon members of the board and President Hardin. May I extend a special welcome to our newest board member Dr. Conrad Garner.

The Staff Senate had a very busy fall semester. Beginning with our Veteran's Day Ceremony in November. It was a tremendous success. We had approximately 200 in attendance, including Senator Gilbert Baker and local Chief of Police Randall Aragon. President Hardin delivered an awesome introduction and we made the front page of the Log Cabin Democrat. Later that day we sponsored a new employees reception.

We sponsored our very first tailgate party at the last home football game. Though attendance was down from what we had hoped it was fun and those who attended were very thankful and appreciated our efforts to support our football team. We plan to make this an annual event.

For Thanksgiving we collected non-perishable food items and monetary donations from faculty, students and staff and were able to give away 25 food baskets with turkeys to deserving UCA families needing a boost for the holiday.

In December we had our annual Holiday Feast with over 400 in attendance. There were games, door prizes and presentations. We also sponsored our angel bear tree. Gifts were purchased for 82 angels, which represented 28 UCA families.

In January we awarded seven book scholarships to staff and/or their dependents for the spring semester, which is one more than we awarded in the fall, and we collected 'Employee of the Year' nominations.

This month we are reviewing the Strategic Framework of the University and will have our comments to the Steering Committee by the end of the month. For staff development we will sponsor two sessions of Body Beautiful/Body Balance, which is a part of the Healthy UCA wellness program.

The plans for March and April include Staff Senate elections, announcement of 'Employee of the Year', the planning of the annual staff picnic, which will be held in May and another new employee's reception.

Now that I have summed up the year I'd like to end with a plea for your help. One of the greatest rewards to the staff are book scholarships that we make available to UCA dependents and staff returning to class to hopefully increase job proficiency. These scholarships are currently awarded in the amounts of \$60 and \$75. Although modest, these funds are greatly appreciated by all recipients. Our goal for many years has been to endow the scholarship fund at \$20,000. However, we've reached a plateau of \$13,000. We need

your help to reach our goal. With \$7,000 the scholarship will reach endowment and we could automatically have enough funding from interest plus earnings from ball games to allow us to continue these awards and hopefully increase the amount awarded. I am asking for your help so that we may continue these awards and reach our goal. Remember, the awards, though small, greatly benefit someone on a tight budget trying to make an improvement in their life. While the Staff Senate promotes good will we also feel this enhances UCA's community relations.

In closing I'd like to say thank you for letting me be a part of this administration. It's been a great experience for me to vision, one that I will take with me to my co-workers and other staff. I've made a lot of contacts and met some wonderful alumni and other UCA supporters. I'd just like to say thank you for an experience I'll never forget.