

The Board of Trustees of the University of Central Arkansas convened in regular meeting Friday, December 10, 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
Dr. Conrad Garner
Mr. Rush Harding
Mrs. Kay Hinkle
Mr. Randy Sims

with the following absent:

Secretary: Mrs. Patricia Bassett

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

MINUTES

_____ Minutes of the October 8, 2004, Board meeting were unanimously approved as circulated upon motion by Mr. Harding with a second by Mr. Sims.

INTRODUCTIONS AND ANNOUNCEMENTS

_____ President Hardin introduced Mr. D. R. Horton, UCA's 2004 Distinguished Alumnus Award Recipient.

Mr. Horton's construction business, D. R. Horton Inc., operates in 21 states and 63 markets across the United States. In 1999, *Professional Builder Magazine* named Mr. Horton national Builder of the Year. D. R. Horton Inc. set an industry record when it became the first builder to close more than 40,000 homes and sell more than 45,000 homes in a year. The company currently ranks No. 1 in home closings with annual revenues \$10.8 billion.

Mr. Horton introduced his wife, Marty, and expressed appreciation to President Hardin and members of the Board.

President Hardin announced that Mr. Horton will be honored at a dinner in the evening and officially recognized at the 10:30 a.m. commencement ceremony on December 11.

PRESIDENT'S REPORT

_____ ***Oxford American*** - President Hardin stated that national attention given to *Oxford American* has surpassed his wildest expectation. The magazine was featured in yesterday's edition of *USA Today*, and will be featured in the *Chronicle of Higher*

Education Monday. Articles about *Oxford American* have also appeared in the *Log Cabin Democrat* and *The Arkansas Democrat-Gazette*.

Harding Fountain - Plans for the fountain, which will be located in front of Irby Hall, are moving forward quickly.

Property Purchase - UCA administrators are in early negotiations to purchase additional property, which is necessary for the growth of the university. Board members will be updated as negotiations progress.

New Residence Hall - Construction has begun. The residence hall, which will cost approximately \$9.9 million, will provide approximately 300 beds.

Wingo Hall - Construction is behind schedule due to steel prices. President Hardin stated that he is not pleased with the progress and has been talking to the contractor. He expects the situation to improve. President Hardin stated that the facility, when completed, will be an exceptional administration building with a state-of-the-art Board room.

Basketball Team - UCA Bears are ranked 23rd nationally. The team is one of the best UCA has had in a long time.

NCAA Division IAA - A move to Division IAA is being studied in detail. The process will take five years from the time a complete commitment is made.

Coach Conque's Contract - In response to a question from Dr. Garner, President Hardin explained that football coach Clint Conque has withdrawn his name for consideration in the search for a football coach at Stephen F. Austin State University. Coach Conque's contract with UCA has been changed from a 5-year rolling contract to a 3-year contract, which will be re-examined each year. President Hardin stated that the new contract includes incentives for winning the Gulf South Conference and national championships.

Comments from a Graduate - President Hardin introduced Rupa Nair, an international student from India, and invited her to address the Board. Ms. Nair will be awarded a master's degree in physical therapy at the 3:00 p.m. commencement ceremony on December 11.

Ms. Nair stated that her time at UCA has been one of the best experiences in her lifetime. She said that at UCA she feels loved and wanted and will always be proud to be a UCA graduate. Ms. Nair thanked President Hardin for the opportunity to express her appreciation to the Board.

ACTION AGENDA

Life Insurance and Long-term Disability Insurance Renewals - The university provides life and disability insurance for employees and life insurance for eligible retirees. In addition, the university provides both employees and retirees with the opportunity to purchase *additional* life insurance based on their salaries.

The coverage is somewhat unique in that extensive life insurance coverage is available to retirees. As the cost of retiree life insurance progressively increased, in 1999 the University established closed-class groups to "grandfather" coverage for then-current retirees and long-term employees and to reduce future retiree life insurance liability.

A request for proposals for life insurance and disability was issued in 2003 and Metropolitan Life Insurance Company (MetLife) was subsequently chosen to continue offering their products. The Board authorized entering into a contract with MetLife for a period of one year, January 1, 2004 to December 31, 2004. In addition, the proposal submitted by MetLife guaranteed a rate for three years, 2004, 2005, and 2006, for the life insurance and guaranteed a rate for two years, 2004 and 2005, for the disability insurance.

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

"BE IT RESOLVED: That the administration is authorized to renew the group life insurance and long-term disability insurance contracts with Metropolitan Life Insurance Company for the period January 1, 2005 through December 31, 2006 for life insurance and for the period January 1, 2005 through December 31, 2005 for the long-term disability insurance."

Flexible-spending Accounts and Individual Insurance - Flexible-Spending Accounts (FSA) (Section 125 plans) allow employees to make pre-tax contributions to individual accounts that may be used for out-of-pocket medical expenses and for dependent-care expenses. The University's FSA is currently administered by American Family Life Assurance Company (AFLAC). In the past, AFLAC provided plan administration at no cost in exchange for the opportunity to present individual insurance products such as short-term disability, heart/stroke insurance and dependent life insurance. The participation in the FSA has been minimal.

The university issued a request for proposals in July, 2004, for administration of the FSA to begin January 1, 2005. Eight responses were received. After meeting with the Fringe Benefits Committee, the recommendation was that the committee would support the recommendation of the Human Resources Department. Upon review by H&H Employee Benefits Specialists (benefits consultants currently under contract) and by the UCA Human Resources Department, Data-Path and TASC received the highest points based on a combination of plan factors and pricing. Data-Path and TASC each made a

presentation to the Human Resources staff and H&H Employee Benefits Specialists. Data-Path was subsequently chosen as the company to administer the FSA plan for UCA.

The contract with H&H Employee Benefits Specialists provides professional review and recommendation of health insurance products and directly related services and programs; research on products, pricing and plan providers; and assistance in the preparation of bid materials and documents. In that capacity, H&H Employee Benefits Specialists recommended Allstate for the individual, supplemental insurance products (formerly provided by AFLAC) to be made available to employees to purchase through pre-tax payroll deductions. There is no institutional contract required for these services. UCA does not pay for these products, but makes them available for employee purchase.

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

"BE IT RESOLVED: That the administration is authorized to enter into a contract with Data-Path for administration of the university's flexible spending accounts beginning in January 2005 and renewable in one- or two-year increments for no more than a total of seven years."

University of Central Arkansas Master of Science in Nursing (MSN) Degree Program Outreach to Southeast Arkansas College - The UCA Department of Nursing and the College of Health and Applied Sciences propose to offer the existing UCA Master of Science in Nursing (MSN) curriculum through Southeast Arkansas College (SEARK) to students in the Pine Bluff area. The proposed outreach program addresses the acute shortage of master's-prepared nurses to serve as nurse educators and the need to fill clinical practice and administrative/managerial positions. Arkansas and the nation are facing a nursing workforce shortage compounded by a shortage of nurse educators. The proposed program will enable baccalaureate-prepared nurses in the Pine Bluff area to obtain a master's degree and to prepare as nurse educators and/or advanced-practice nurses. In response to word-of-mouth discussion of the potential of the outreach program, 15 nurses interested in the proposed program have contacted the SEARK Division of Nursing.

The proposed program will allow students to complete UCA's MSN degree on a part-time basis over a four-year period. The current UCA master's curriculum will be offered to students at the SEARK outreach site using equipment already purchased and operational at each institution and taught by graduate nursing faculty already employed by UCA.

The proposed program will build on the outreach program UCA currently offers in the Fort Smith and Russellville areas through the University of Arkansas at Fort Smith (UAFS) and Arkansas Tech University (ATU). The same classes offered at these two sites will be offered simultaneously at SEARK. By combining existing UCA and SEARK

resources, the program will allow the two institutions to address the critical need for more master's-prepared nurses in Arkansas, particularly in southeast Arkansas.

The UCA graduate nursing curriculum is current and compliant with accreditation criteria, and no curricular changes will be made for the proposed program. UCA has proven its ability over more than 25 years to meet the need for graduate education. Graduates assume both faculty and clinical positions, thus meeting the needs of the state for nurse educators, advance practice nurses, and nurse administrators.

It is estimated that after three years approximately 13 students will be enrolled in an average of six credit hours per semester at the SEARK site. This estimate is based on student enrollment in the UCA-UAFS and UCA-ATU outreach sites, which ranges from 20 to 25 students.

Students will travel to Conway once a semester or less for advisement and for examinations. NURS 6415 Human Assessment and the nurse practitioner clinical courses will not be taught on the SEARK campus because of additional resources required for these courses. Students in the clinical nurse specialist/nurse educator track will be able to obtain all courses for their degree at SEARK with the exception of NURS 6415. Students in the nurse practitioner track will be required to complete three clinical courses at UCA. Tuition and fees charged to students will be the same as at the UAFS and ATU sites.

New resources needed for the proposed program--additional travel and communication expenses--are expected to be less than \$2,000 annually and will be covered by revenue from general registration and other fees if enrollment estimates are realized.

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

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 University of Central Arkansas Master of Science in Nursing (MSN) Degree Program Outreach to Southeast Arkansas College."

Program Deletion: Associate of Applied Science, Physical Therapist Assistant

- In 2000, the Department of Physical Therapy proposed suspension of the Associate of Applied Science, Physical Therapist Assistant, for three reasons: (1) there was little student interest in Physical Therapist Assistant (PTA) programs in Arkansas (at that time there were five programs in the state); (2) job opportunities for PTAs were limited, and (3) faculty resources were needed to administer the Doctor of Physical Therapy (DPT) and Doctor of Philosophy in Physical Therapy (PhD) programs. For these reasons, the

program was suspended on March 27, 2000, with the agreement that the decision for suspension would be reviewed in July 2003.

Re-examination of the PTA program revealed little change in the original factors leading to suspension of the program. Consequently, in March 2004, the University of Central Arkansas requested that the Commission on Accreditation in Physical Therapy Education (CAPTE) withdraw accreditation for the PTA program, and the request was granted by CAPTE in May 2004.

The deletion of this program has been reviewed and recommended by all appropriate campus councils and administrators.

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

"BE IT RESOLVED: That the Board of Trustees hereby approves the deletion of the Associate of Applied Science, Physical Therapist Assistant."

Fee Revisions - Academic Outreach and Extended Programs (Board Policy Nos. 631 and 648) - Board Policy 631 establishes fees for credit classes offered through the Division of Academic Outreach & Extended Programs (AOEP). The division delivers credit courses to special markets that would typically not be served by UCA. Courses may be delivered to these markets through non-traditional means or on non-traditional schedules; however, the quality of the courses is consistent with the quality of other UCA courses. Courses offered through AOEP may also be applied toward a degree.

To ensure equitable charges for students who are enrolled in courses offered through AOEP, it is proposed that hours listed through AOEP be included in the calculation to determine a student's maximum charge. It is further proposed that students enrolled in AOEP courses may be assessed an additional support services fee necessary to cover actual costs associated with servicing remote locations. This additional charge is provided for in Board Policy 648.

This proposal has been endorsed by all appropriate campus committees and administrators.

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

"BE IT RESOLVED: That the Board of Trustees approves the following revisions to Board Policy 631 and Board Policy 648."

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 631

Subject: Fees - 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,
2/04

_____ Students enrolling in credit classes offered through the Division of 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 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 thirteen credit hours, AOEP hours are not limited to a maximum charge.~~ If a student is enrolled simultaneously in AOEP and regular on-campus classes, the AOEP hours are ~~not~~ included in the calculation to determine the maximum charge.

Students enrolling in on-campus credit classes offered through the 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 AOEP and regular on-campus classes, the mandatory fees will not exceed the full time (~~thirteen hours~~) charge.

Students enrolled in health sciences classes offered through 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 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~~ AOEP courses may pay an additional ~~distance education~~ support services fee necessary to cover the costs ~~of delivering instruction through distance technologies~~ associated with serving remote locations as provided for in Board Policy No. 648.

Extended Study

_____ The payment schedule for extended study courses is as follows:

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

Extended Study (~~Distance Technologies~~ Internet Delivery)

\$120 PER UNDERGRADUATE CREDIT HOUR

\$190 PER GRADUATE CREDIT HOUR

Extended Study (Traditional Delivery)

\$80 PER UNDERGRADUATE CREDIT HOUR

\$150 PER GRADUATE CREDIT HOUR

COURSE RENEWAL FEE -\$120 PER COURSE

COURSE EXCHANGE FEE -\$120 PER COURSE

REFUND POLICY -

WITHIN FIRST MONTH - 65% OF FEE

WITHIN SECOND MONTH - 50% OF FEE

TOTAL INSTRUCTOR PAY-

\$95 PER STUDENT FOR THREE SEMESTER HOUR COURSE (\$40 UPON ENROLLMENT, \$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 UPDATE/DEVELOPMENT FEE PAYMENT TO FACULTY -

\$750 PER 3-HOUR COURSE UPDATE

\$1500 PER 3-HOUR COURSE DEVELOPMENT

Late Payment on External Contracts

The Division of 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 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.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 648

Subject: Fees - ~~Continuing Education~~—~~Distance Education~~ Academic Outreach Support Services

Date Adopted: 10/98 Revised:

_____The Division of ~~Continuing Education~~ Academic Outreach and Extended Programs is authorized to assess a ~~Distance Education~~ support services fee as necessary to recover the costs associated with delivering instruction ~~through telecommunications systems~~ to remote locations.

Because the fees charged at remote locations vary, ~~from location to location and from time to time~~ based on the costs of providing instruction at each remote location, a specific fee cannot be established. However, fees will be assessed only as necessary to recover costs associated with ~~delivery of instruction via telecommunications~~ serving these remote locations.

New Student Health Center - The current Student Health Center at the university provides a vital service to students, faculty and staff. Through November 15th of the fall 2004 semester, the Student Health Center has seen or provided the following (numbers are averages):

- 1,684 patients per month - including 95 faculty/staff per month;
- 4,490 patient services per month; and,
- 888 prescriptions per month.

All patient services were accomplished with an average wait time of 11 minutes based on patient surveys. Although the Student Health Center has just renovated and added to its existing space in the basement of Bernard Hall last summer, the space is still inadequate for the patient volume seen on a regular basis.

Due to continuing increased demand in student health services, the administration proposes the construction of a new student health facility that could also accommodate the Department of Health Promotions and Wellness and the Department of Counseling Services. In addition, there has been discussion of locating the Department of Nursing in the new facility if a building of sufficient size is affordable.

The Student Government Association adopted a resolution on November 15, 2004, supporting the concept of constructing a new Student Health Center. It is anticipated that the new center would be funded by an increase in the student health fee.

Therefore, the administration seeks permission from the Board to hire an architect to develop plans for such a building, to determine an estimated cost of construction, to evaluate locations for the placement of the building, and to explore options for financing the construction of the building.

Following discussion and a brief report given by Candace Welcher, Director of Student Health Services, the following resolution was unanimously adopted upon motion by Mr. Harding with a second by Mr. Sims:

"BE IT RESOLVED: That the administration is authorized to select an architect to develop plans and cost estimates for the construction of a new Student Health Center and to explore financing options for this project."

New Central Plant - Several years ago, the university made a decision to develop a district cooling system to provide air conditioning to most university facilities. Major portions of the campus are now connected to the district cooling system. However, with the buildings that are currently connected to that system, its maximum capacity has been reached. Therefore, the system needs to be expanded to allow for the connection of additional buildings. For example, when the new residence hall is completed by the fall of 2006, it will not have a chiller and will have to be connected to the district cooling system, but the present capacity is not sufficient to accommodate it.

With this in mind, the administration seeks permission, under the provisions of Board Policy No. 407, "Capital Projects," to build a new central plant. The new plant would be located near the site of the new indoor practice facility and it expected to cost about \$1,000,000. The project would be funded from existing university funds over this fiscal year (FY 04/05) and the next (FY 05/06). With your approval, the administration will have plans and drawings developed for the project and proceed with construction.

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

"BE IT RESOLVED: That the Board of Trustees authorizes the administration to develop plans and construct a new central plant at an estimated cost of \$1 million."

Commendation of Epsilon Xi Chapter of Delta Zeta Sorority - Each year, the UCA Foundation conducts a Phonathon to solicit support from alumni and friends of the university. The Fall 2004 Phonathon was staffed by members of the Epsilon Xi Chapter of Delta Zeta Sorority. These volunteers contributed over 500 hours of their time and were instrumental in making the Fall 2004 Phonathon a success. The administration

would like to publicly thank the members of the sorority for their generous support of the UCA Foundation.

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

"BE IT RESOLVED: That the Board of Trustees expresses its appreciation to the members of the Epsilon Xi Chapter of Delta Zeta Sorority for assisting the UCA Foundation with its Fall 2004 Phonathon. Without these volunteers, the Fall 2004 Phonathon would not have been as successful. Their commitment of time and energy was invaluable to the Foundation and will permit it to maintain a high level of support for the university."

EXECUTIVE SESSION

_____ Executive session, for the purpose of considering personnel matters, was unanimously declared upon motion by Mr. Harding with a second by Mr. Sims.

OPEN SESSION

_____ Open session was declared by Chairman Roussel.

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 APPROVES THE FOLLOWING ADJUSTMENTS, APPOINTMENTS, APPOINTMENTS FROM GRANTS, LEAVES WITHOUT PAY, RESIGNATIONS AND/OR NON-REAPPOINTMENTS, AND RETIREMENTS, PROVIDED HOWEVER, THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE."

ADJUSTMENTS:

Barbara Anderson, President's Office, Executive Assistant to the President, change salary effective 10/11/04.

Doug Clark, Athletics, Coach/Instructor, change salary effective 7/01/04.

Lu Hardin, President's Office, UCA President, change salary effective 10/08/04.

Billie Hill, Academic Outreach, Assistant Dean of Students, change salary effective 10/01/04.

Larry Lawrence, Administrative Services, Director of Physical Plant, change salary effective 10/1/04.

Rick McCollum, Student Accounts, Associate Controller, change salary effective 10/01/04.

Christie McCrory, Student Health Services, Nurse II, change salary effective 11/15/04.

Bobby Tucker, Administrative Services, Assistant Director of Physical Plant, change salary effective 11/01/04.

Roger Wainwright, Biology, change title from Visiting Lecturer to Lecturer I effective 8/16/04.

APPOINTMENTS:

Gary White, Chemistry, Adjunct Professor Spring 2005, effective 1/13/04, non-tenure track position.

LEAVE WITHOUT PAY SPRING 2005:

Amy Amy, Writing and Speech, leave without pay beginning 10/01/04 through Spring 2005 semester.

RESIGNATION:

Stacy Vondran, Student Health Services	November 17, 2004
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RETIREMENT:

Betty Anderson, Administrative Services	January 31, 2005
Janice Bart, Torreyson Library	December 31, 2004
Jo Ann Royster, Mathematics	May 15, 2005

ADDENDUM

ADJUSTMENTS:

Jimmy Bryant, Archives, Archivist, change salary effective 12/01/04.

APPOINTMENTS:

Clint Conque, Football, Head Coach, Fall Coaches show.

Lev Igochnikov, Computer Science, Instructor, Emergency Hire effective 1/10/05.
Non-tenure track position.

APPOINTMENTS FROM GRANTS:

Tammy Benson, College of Education/ Early Childhood and Special Education, Grant Coordinator, effective 11/1/04 through 11/30/04.

Ling He, College of Business, Carmichael Professor, effective 12/01/04.

LEAVE WITHOUT PAY:

Christy Standerfer, Writing and Speech, Assistant Professor, effective 01/01/05 to 07/01/05.

RESIGNATIONS AND/OR NON-REAPPOINTMENTS:

Nathan Xiques, Mathematics May 15, 2005

Kimberly Truslow, Grad. Mgmt, Leadership, Adm. January 02, 2005

RETIREMENT:

Joseph Arn, Middle/Secondary Ed June 30, 2005

Election of Officers - Mr. Sims nominated Dr. Michael Stanton as Chair of the Board, Mrs. Patricia Bassett as Vice Chair and Mrs. Kay Hinkle as Secretary for 2005. The nominations were seconded by Dr. Garner and passed unanimously.

President Hardin expressed his appreciation to Mr. Roussel for serving as Chair of the Board for the past year and welcomed Dr. Stanton as Chair for 2005.

ADJOURNMENT

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

Mr. Scott Roussel, Chair

Mrs. Patricia Bassett, Secretary