

The Board of Trustees of the University of Central Arkansas convened in regular meeting at 2:00 p.m. Friday, May 5, 2006, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present:

Chair:	Mrs. Patricia Bassett
Vice Chair:	Mrs. Kay Hinkle
Secretary:	Mr. Randy Sims
	Dr. Conrad Garner
	Mr. Rush Harding
	Mr. Scott Roussel
	Dr. Mike Stanton

and with the following absent: None

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

MINUTES

Minutes of the February 17, 2006, Board meeting; the March 29, 2006, teleconference Board meeting; and the April 25, 2006, teleconference Board meeting were unanimously approved as circulated upon motion by Mr. Roussel with a second by Dr. Stanton.

INTRODUCTIONS

President Hardin introduced Dr. Julia Winden Fey, who has been named Director of University College in addition to her current role as Associate Dean of Undergraduate Studies. Dr. Winden Fey has been at UCA since fall 1999.

RIBBON CUTTING

To celebrate the first Board meeting in the new Board of Trustees Conference Room in Wingo Hall, a brief ribbon-cutting ceremony was held. President Hardin stated that he is extremely proud of the Board Room, which includes portraits of Board members and presidents.

SPECIAL PRESENTATION

President Hardin presented a resolution passed by the Board at its February 17, 2006, meeting to Dr. Jefferson D. Farris, Jr. The resolution names Dr. Farris President Emeritus of the university and designates the newest residence hall as the Jefferson D. Farris, Jr. Honors Hall. President Hardin announced that Farris Hall will be dedicated at 4:00 p.m. following the Board meeting and that Dr. Farris will be recognized as President Emeritus at the 10:00 a.m. commencement ceremony on May 6.

Dr. Farris spoke briefly about his tenure at UCA and expressed his appreciation to the Board and President Hardin.

PRESIDENT'S REPORT

President Hardin reported the following:

- He and other presidents will be approaching Governor Huckabee over the next few weeks about placing the \$150 million bond issue on the general election ballot. If this issue is passed by the voters, UCA will received \$13 million, which is needed for construction of an academic building. President Hardin said this is his top priority.
- He and Kelley Erstine will continue to be aggressive in fund-raising efforts in conjunction with Centennial preparations.
- University housing, parking and infrastructure are in very good shape for the approximately 12,000 students who will be arriving in the fall.
- Three commencement ceremonies will be held on May 6 in the Farris Center, during which his daughter, Mallory; Rush Harding's daughter, Shaylea; Scott Roussel's son, Blake; Randy Sims' daughter-in-law, Alicia; and, Michael Stanton's son, Zack, will receive degrees.

ACTION AGENDA

Fees - International Programs (Board Policy No. 635) - Costs of processing and maintaining international students' records, because of Student and Exchange Visitor Information System (SEVIS) and other federal-related mandates, have steadily increased over the past several years. Because of rising international student enrollment, recent retention, required support programming and the expected implementation of the Foreign Student Advisor (FSA) Atlas component of the Banner software system, the Office of International Programs recommends increasing two international student fees: (1) the International Student Activity Fee from \$75 to \$100 per fall and spring semesters and from \$37.50 to \$50 per summer semester; and (2) the Student Application Fee from \$40 to \$50.

The current fees of \$75 per fall and spring semesters and \$37.50 per summer semester have not been changed in over seven (7) years. The fee increase is necessary to meet federal reporting guidelines and continue to offer substantial administrative support for international students.

Costs for processing international student applications, increased recruiting costs and international-course-transfer evaluations have necessitated a proposed increase of the international student application fee from \$40 to \$50, which is a one-time fee.

The international student application fee has not been increased for seven (7) years. The proposed application fee is comparable to those of similar institutions.

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 following revisions to Board Policy No. 635, ‘Fees - International Programs’ effective July 1, 2006.”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 635

Subject: Fees - International Programs

Date Adopted: _____ Revised:

Student Activity/Administration Fee - Adopted 5/91, Revised 3/94, Revised 8/98, Revised 5/99, Revised 5/06

International students (non-resident aliens) will be charged an activity/administration fee of ~~\$75.00~~ \$100.00 per semester for spring and fall semesters and ~~\$37.50~~ \$50.00 per summer semester.

This provision will be effective with the ~~Fall 1999 term~~ July 1, 2006.

Student Health Insurance Fee

International students (non-resident aliens) will be charged an amount sufficient to cover mandatory health insurance coverage during their status as students at the university, inclusive of holiday and vacation periods.

Student Application Fee - Adopted 5/91, Revised 5/99, Revised 5/06

International students (non-resident aliens) will be charged a ~~\$40.00~~ \$50.00 application fee to cover the costs of additional materials and processing necessary for the admission of international students.

This provision will be effective ~~July 1, 1999~~ July 1, 2006.

Sponsored Student Administrative Fee - Adopted 8/92

International students on sponsored student scholarships will be charged an administrative fee of \$250.00 per semester to cover the additional costs of administering the scholarships.

Study Abroad Administration Fee - Adopted 12/95

All students participating in Study Abroad Programs sponsored by UCA will be charged a study abroad administration fee of \$40.00 per program.

Fees - Academic Outreach and Extended Programs (Board Policy No. 631) - Board Policy 631 establishes fees for credit classes offered through the Division of Academic Outreach & Extended Programs (AOEP). The division delivers credit classes to special markets that would typically not be served by UCA. Classes may be delivered to these markets through non-traditional means or on non-traditional schedules. Regardless of the delivery format, the quality of the classes is consistent with the high quality of other UCA classes. Classes offered through AOEP may also be applied toward a degree.

To ensure consistent charges for all students who are enrolled in credit classes offered through AOEP, it is proposed that the current separate extended study fee structure be eliminated and that fees for these classes be calculated as off-campus credit classes.

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 following revisions to Board Policy 631, ‘Fees - Academic Outreach and Extended Programs.’”

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, 5/05

Off-Campus Credit Classes

Students enrolling in off-campus credit classes offered through the Division of Academic Outreach and Extended Programs (AOEP) will pay the general registration fee, facility fee, and technology fee based on the current Board approved rates for regularly enrolled students as provided for in Board Policy No. 630. In addition to the fees listed above, students enrolling in off-campus credit classes offered through AOEP will pay a special division fee, called an AOEP Division Fee, of \$22.00 per credit hour. Students enrolled in AOEP courses may pay an additional support services fee necessary to cover the costs associated with serving remote locations as provided for in Board Policy No. 648.

On-Campus Credit Classes

Students enrolling in on-campus credit classes offered through the AOEP will pay the general registration fee and all mandatory fees at the same rates for regularly enrolled students as provided for in Board Policy No. 630.

Off-Campus and On-Campus Credit Classes

If a student is enrolled in off-campus or on-campus undergraduate AOEP classes, these hours are included in the calculation to determine the maximum 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.

Extended Study

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

~~Registration Fee (For in-state and out-of-state residents)~~

~~Extended Study (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.

Fees - General Administrative (Board Policy No. 634) - Two fee revisions are being recommended for Board action: (1) increase the drop/add course fee, and (2) establish a new fee for withdrawal.

The fee charged to students who wish to drop a course or add a course has not been modified since 1985. Due to enrollment increases, a substantial amount of administrative time is required to change students' schedules. An increase in the amount of the drop/add fee from \$5.00 to \$10.00 will help defray these administrative costs.

A new fee of \$40.00 is proposed for students who withdraw from the university. The fee will ease many of the administrative costs associated with the withdrawal process. This fee will also create a data record, which will allow appropriate offices to more easily resolve financial accounts for the individual who has withdrawn.

All appropriate administrators have reviewed and recommend these revisions to Board Policy No. 634.

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 following revisions to Board Policy No. 634, ‘Fees - General Administrative.’”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 634

Subject: Fees - General Administrative

Date Adopted: _____ Revised:

Graduation Fees - Adopted 4/92

Undergraduate Degree	\$25.00
Graduate Degree	\$35.00

Late Registration Fee - Adopted 1/67 Revised 4/85, 3/94

The late registration fee is \$25.00.

Late Payment Fee - Adopted 3/02

The late payment fee is \$25.00.

Drop/Add Fee - Adopted 4/85 Revised 5/06

~~An administrative charge of \$5.00 is enacted.~~

The drop/add fee is \$10.00.

Withdrawal Fee - Adopted 5/06

An administrative charge of \$40.00 will be assessed for students who withdraw from all credit hours during any term.

Graduate School Application Fee - Adopted 5/91 Revised 2/98

An application fee of \$25.00 will be charged for domestic graduate students (Masters, Specialist and doctoral) and \$40.00 for international graduate students (Masters, Specialist and doctoral) effective with the Fall semester, 1998.

Academic Transcript Fee - Adopted 5/91

The academic transcript fee is \$3.00 per copy, or \$5.00 per copy for same day service.

Returned Check Fee - Adopted 5/91

A fee of \$15.00 will be charged for each returned check.

Post Office Box Fee - Adopted 5/91

4 x 5 box	\$ 5.00 per semester
5 ½ x 6 box	\$20.00 per year
6 ½ x 11 box	\$20.00 per year
4 x 5 box	\$ 3.00 per summer term

General Registration and Other Fees (Board Policy No. 630) -

Undergraduate Students

The administration proposes the following modifications to the per-hour general registration and out-of-state fees for undergraduate students:

	2005-2006 <u>Current Rate</u>	2006-2007 <u>Proposed Rates</u>
General Registration	\$150.00	\$156.50
Additional Registration Fee for Out-of-State Students	\$150.00	\$156.50

The above changes reflect an increase of 4.3% in general registration and, if applicable, out-of-state fees. The current general registration fee for 15 credit hours is \$2,250.00. The proposed 2006-07 fee for 15 credit hours is \$2,347.50, an increase of \$97.50 for in-state students.

Beginning fall 2006, newly-enrolled students will begin a phase-in process by which they are charged for each credit hour enrolled, thereby eliminating the current maximum charge of 15 credit hours per semester. General registration and out-of-state fees will be based on the total number of credit hours in which a student is enrolled.

Students enrolled prior to May 2006 will continue to be charged up to a maximum of 15 credit hours per semester until fall 2008. In fall 2008, all undergraduate students will be charged general registration and, if applicable, out-of-state fees for each credit hour enrolled.

Other hourly-rate fees that are assessed by Board Policy 630 will continue to be calculated on a maximum of 15 credit hours per semester.

Graduate Students

The administration proposes the following modifications to the per-hour general registration and out-of-state fees for graduate students:

	2005-2006 <u>Current Rates</u>	2006-2007 <u>Proposed Rates</u>
General Registration	\$190.00	\$196.50
Additional Registration Fee for Out-of-State Students	\$190.00	\$196.50

The above changes reflect an increase of 3.4% in general registration and out-of-state fees.

Hourly rates listed above for general registration and out-of-state fees will be charged for each credit hour in which a student is enrolled.

Following discussion, 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 adopts the following revisions to Board Policy No. 630, “General Registration and Other Fees”, effective fall 2006; and

“BE IT FURTHER RESOLVED: That all other fees assessed by Board Policy No. 630 remain the same.”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 630

Subject: Fees - General Registration and Other

Date Adopted: 3/94

Revised: Passim (most recent 5/06)

UNDERGRADUATE

The current general registration and other required fees for 15-credit hours per semester for an undergraduate student are as follows:

	<u>2005-2006</u>	<u>2006-2007</u>
<u>Current Fees</u>		
General Registration	2,250.00	2,347.50
Facilities/Infrastructure	135.00	135.00
Cooperative Education	7.50	7.50
Fine/Performing Arts	30.00	30.00
HPER	60.00	60.00
Health Services	65.00	65.00
AAGE	5.00	5.00
Technology	<u>60.00</u>	<u>90.00</u>
Sub-Total	2,612.50	2,740.00
Student Ctr/Recreation	60.00	60.00
Athletic	172.50	172.50
Student Activity	13.50	13.50
Radio Station	5.00	5.00
Publication	6.00	6.00
SAB	<u>8.00</u>	<u>8.00</u>
Total	<u>2,877.50</u>	<u>3,005.00</u>
Out-of-State	2,250.00	2,347.50

**GENERAL REGISTRATION AND OTHER MANDATORY FEES:
UNDERGRADUATE**

The current general registration and other required fees for an undergraduate student on a per-hour or -term basis are as follows:

	2005-2006		2006-2007	
	<u>Per Hour</u>	<u>Maximum</u>	<u>Per Hour</u>	<u>Maximum</u>
<u>Current Fees:</u>				
General Registration	150.00	2,250.00	156.50	2,347.50 *
Facilities	9.00	135.00	9.00	135.00
Cooperative Education	0.50	7.50	.50	7.50
Fine/Performing Arts	2.00	30.00	2.00	30.00
Student Ctr/Recreation	4.00	60.00	4.00	60.00
Athletics	11.50	172.50	11.50	172.50
HPER	4.00	60.00	4.00	60.00
Technology	<u>4.00</u>	<u>60.00</u>	<u>6.00</u>	<u>90.00</u>
	185.00	2,775.00	193.50	2,902.50 *
 <u>Per Term/Semester:</u>				
AAGE	N/A	5.00	N/A	5.00
Student Activity (8+hrs) (Note 3)		N/A	13.50	N/A 13.50
Student Activity (1-7 hrs) (Note 3)	N/A	3.50	N/A	3.50
SAB (Note 2)	N/A	8.00	N/A	8.00
Radio Station**	N/A	5.00	N/A	5.00
Health Service (Note 1)		N/A	65.00	N/A 65.00
Publications**	N/A	6.00	N/A	6.00
Out-of-State	150.00	2,225.00	156.50	2,347.50 *
Note 1: Health Service Fee	<u>Fall/Spring</u>	<u>Intersession</u>	<u>Summer I & II</u>	<u>10 Wk Session</u>
	\$ 65.00	\$32.50	\$32.50	\$65.00
Note 2: SAB	\$ 8.00	-0-	\$1.50	\$3.00
Note 3: Student Activity Fee	\$13.50 or \$3.50		\$3.50	\$3.50 \$3.50

* **Applies to returning students only. Beginning with the fall 2006 semester, all newly-enrolled students will be charged for each credit hour for general registration and out-of-state fees with no maximum charge. All other hourly-rate fees will continue to be calculated on a maximum of 15 credit hours per semester.**

** Charged fall and spring semesters only.

GRADUATE

The current general registration and other required fees for a graduate student on a per-hour or -term basis are as follows:

	<u>2005-2006</u>		<u>2006-2007</u>	
General Registration	190.00		196.50	
Facilities	9.00		9.00	
HPER	4.00		4.00	
Fine/Performing Arts	2.00		2.00	
Technology	<u>4.00</u>		<u>6.00</u>	
Sub-Total	209.00		217.50	
Student Ctr/Recreation		4.00		4.00
Athletic	<u>11.50</u>		<u>11.50</u>	
TOTAL	224.50		233.00	
<u>Per Term/Semester</u>				
SAB (Note 2)	8.00		8.00	
Student Activity (8+ hrs) (Note 3)	13.50		13.50	
Student Activity (1-7 hrs)(Note 3)	3.50		3.50	
Radio Station*	5.00		5.00	
Health Services (See Note 1)	65.00		65.00	
Publication*	6.00		6.00	
Out-of-State	190.00		196.50	
Note 1: Health Service Fee	<u>Fall/Spring</u>	<u>Intersession</u>	<u>Summer I & II</u>	<u>10-Week</u>
<u>Session</u>	\$65.00	\$32.50	\$32.50	\$65.00
Note 2: SAB	\$8.00	\$ -0-	\$1.50	\$3.00
Note 3: Student Activity	\$13.50 or 3.50	\$ 3.50	\$3.50	\$3.50

*Charged fall and spring semesters only

Operating Budget - The proposed operating budget for fiscal year 2006-07 totals \$135,458,194 as compared with the revised 2005-06 budget of \$124,701,358. This represents an increase of \$10,756,836 or 8.63%.

REVENUES

Student Fees - The increased revenue from student fees is based on the changes to Board Policy 630, increases in the registration fee and the technology fee, and an estimated increase of 300 students in fall 2006.

State General Revenues - Projected state general revenues are based on the assumption that the university will receive 100% of Category A and B. The expected increase for 2006-07 is \$2,661,039. The Education Excellence Trust Fund transferred to UCA will increase by \$227,922 for 2006-07.

Auxiliary Revenues - The growth in the number of students living in university housing and the 3.4% increase in room and board rates approved in 2006 provide approximately \$1.8 million. Each auxiliary department supported by a student fee will also increase by the growth in student numbers.

EXPENDITURES

Salaries will increase approximately \$1,000,000. The increased expenditures are to provide additional faculty and staff and salary increases required by market conditions.

Non-classified and Classified Employees - An average base salary increase of 3 % has been included in this budget, an increase of approximately \$1,600,000.

Fringes - Fringe benefits are now calculated at a rate of 30% of base salary. The current rate of 29% has been in place since 2005, but the state-mandated increase in matching for retirement and the increase in health and other insurance rates have created a need for a 1% increase (\$500,000 increase).

Scholarships - The university's scholarship budget will increase by \$860,210 to cover increases in registration and fees and the larger sophomore and junior classes.

Technology Requirements - The Information Technology department will require budget increases to add additional staff, to replace equipment and to cover significant increases in software and equipment maintenance agreements. The total increase will be approximately \$300,000.

Maintenance and Operation - The maintenance and operation budgets have been increased approximately \$400,000 due to the increased cost of utilities. The department primarily affected will be Physical Plant.

Auxiliary Departments - Growth in student numbers will require additional services and will provide athletics, the student center, HPER facility and health services with additional operational funds.

Housing and Food Services - The housing and food service budget will increase as a result of the new food service contract. Farris Hall will be in operation requiring additional debt service and operating expenses. Utilities and M & O funds will also increase.

Athletics - A revenue increase of approximately \$1.6 million will be required to fund programs as UCA moves to the Southland Conference. Auxiliary fund sources will provide \$1.2 million. The remaining \$400,000 will be generated by ticket sales, private donations, and athletic-fee revenues due to increased enrollment.

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 approves the 2006-07 operating budget totaling \$135,458,194 as distributed and discussed.”

Revision of UCA Role and Scope - The Administration proposes a change in the wording of its role and scope designation, specifically of its doctoral scope. The university’s current role and scope designation lists specific doctoral programs as indicated below; the proposed wording will allow the university flexibility to build on its existing strengths. Other minor changes are intended to bring the statement of role and scope as closely as possible into accord with current practice and terminology related to non-traditional delivery options. Upon Board of Trustees approval, the university will request Arkansas Department of Higher Education/Arkansas Higher Education Coordinating Board approval for these changes in role and scope.

The University of Central Arkansas (UCA) is a comprehensive university offering degree programs in a wide variety of fields. The University offers undergraduate and graduate programs in the liberal and fine arts, in the basic sciences, and in technical and professional fields in addition to its historical emphasis in the field of education; doctoral programs are offered in ~~Physical Therapy, School Psychology, and Communication Sciences and Disorders~~ selected disciplines in response to the needs of UCA’s students, the state, and the region. UCA strives to maintain the highest academic quality by supporting the professional development of its teaching faculty and by ensuring that its curriculum remains current and responsive to the needs of those it serves.

UCA fosters learning and the advancement of knowledge both through research and other scholarly and creative activities and through its support for the personal, social, and intellectual growth of its students. Faculty scholarship — including faculty-student collaboration in a wide range of research and scholarly and creative activities

— is an integral part of the teaching-and-learning mission of the University. These activities are encouraged at UCA in many ways, including active support for grant development, a variety of University grant opportunities for both faculty and students, faculty summer research stipends, sabbatical leaves, reassigned time, and up-to-date technological support. As a substantially residential campus, UCA supports student learning and growth by providing comprehensive student services and rich on-campus extracurricular programming; by developing learning communities, such as the Honors College and the Residential Colleges, on campus; and by encouraging students to be learners in a wider community through cooperative and service learning opportunities and international experiences.

UCA serves its public constituencies with credit course offerings, both in off-campus class settings around the state and through ~~guided-study/correspondence courses~~ various non-traditional delivery options; a variety of non-credit leisure and community education activities; and seminars, conferences, workshops, in-service training activities, and consulting services designed to meet the needs of business and industry, public schools, and state and local government.

All appropriate administrators have recommended approval of the revision in role and scope detailed here.

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

“BE IT RESOLVED: That the Board of Trustees hereby approves revision of the university’s statement of role and scope to allow offering doctoral programs in selected disciplines and to bring the role and scope statement into accord with current terminology.”

Master of Arts in Teaching (MAT) - The College of Education proposes a new Master of Arts in Teaching (MAT) program designed for individuals without teaching credentials who have successfully completed a baccalaureate degree and wish to become a teacher in an expeditious fashion. As a non-traditional teacher licensure program, the MAT is not intended to supplant traditional teacher preparation programs in Arkansas. Rather, the MAT is intended to assist potential teachers—those having a baccalaureate degree in a content area—to become practicing educators. UCA’s MAT program will be a 33-hour graduate degree program consisting of two tracks: (1) P–4 Early Childhood and (2) Middle/Secondary/P–8 and 7–12. The degree will require a 21-hour core and 12 hours of required courses in the selected track. The program will be designed to be completed in five semesters including fall, spring, and summer sessions. The curriculum of the program will address the knowledge, skills, and dispositions expected of a novice teacher. The program will be built upon state and national standards and is designed to prepare “Educators as Reflective Decision-Makers.”

Both the Arkansas Department of Education and the Arkansas Department of Higher Education report a critical need for additional teachers and the need to recruit future teachers from diverse groups such as mid-career professionals and recent college graduates with degrees in other professional fields. The Arkansas State Board of Education advisory committee reported in the fall of 2002 that Arkansas' annual demand for teachers exceeds the supply of qualified teachers by 600; without appropriate intervention this shortfall will likely increase. Additionally, the Arkansas Department of Education reports an estimated 1,000 individuals attending the Teach Arkansas: A Call to Teach recruitment day in January 2006 who indicated an interest in becoming a teacher through a non-traditional teacher licensure program. The proposed MAT is in direct response to a priority request from state agencies to provide non-traditional routes for licensing teachers in Arkansas.

The program will be delivered at UCA's Conway campus and at Mid-South Community College (MSCC) in West Memphis. Although most of the courses in the program are expected to be offered on-site, UCA and MSCC are prepared to maximize access to the program by delivering courses as needed through WebCT, compressed video, Internet, and/or some hybrid combination of distance learning and on-site instruction. The program will require two additional faculty positions; it is anticipated that salaries for these positions will be grant-funded.

All appropriate university councils and administrators have recommended approval of the Master of Arts in Teaching program.

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

“BE IT RESOLVED: That the Board of Trustees hereby approves the Master of Arts in Teaching (MAT) program.”

Reconfiguration of MBA and IMBA - The College of Business Administration proposes to reconfigure the existing Master of Business Administration (MBA) and International Master of Business Administration (IMBA) programs. Under this proposal, the IMBA as a separate degree program will be phased out, and the international curriculum will become an optional concentration in International Business within the MBA program. Students currently in the IMBA program will work with the MBA director to complete the IMBA in a timely manner so that the IMBA program can be deleted.

This proposal is based on relatively low student interest in the separate IMBA program and relatively small differences in curriculum between the IMBA and MBA. The benefits of an international focus can be achieved more efficiently by administering one program with international options than by maintaining two separate programs.

All appropriate university councils and administrators have recommended reconfiguration of the MBA and IMBA programs.

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

“BE IT RESOLVED: that the Board of Trustees hereby approves the reconfiguration of the MBA and IMBA programs, phasing out the IMBA and creating within the MBA program a concentration in International Business.”

Reconfiguration of Mass Communication Programs - The College of Fine Arts and Communication proposes reconfiguration of the existing mass communication programs to strengthen the university’s offerings in journalism and digital filmmaking. Currently the mass communication program is an umbrella for multiple disciplines, including journalism and filmmaking. The proposed reconfiguration will result in more clearly focused curricula, better opportunities for students, and greater freedom for further program development.

The reconfigured programs will be organized as follows, with digital filmmaking becoming a stand-alone degree program:

- (1) Mass Communication (BA/BS), with three journalism options:
 - Print Journalism
 - Online Journalism
 - Broadcast Journalism

- (2) Digital Filmmaking (BA/BS)

This reconfiguration responds to recommendations from a recent external review of the mass communication-journalism options, the rapid growth of the undergraduate digital filmmaking option, and the implementation of a graduate program in digital filmmaking.

All appropriate university councils and administrators have recommended approval of the reconfiguration of mass communication programs.

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

“BE IT RESOLVED: that the Board of Trustees hereby approves the reconfiguration of the existing programs in mass communication, resulting in reorganized journalism options in mass communication and in separately administered degree programs in digital filmmaking.”

Reorganization of Academic Units and Realignment of Graduate Programs - In order to enhance the effectiveness of UCA graduate programs in educational leadership, administration, and community and economic development, the Provost proposes a reorganization of administrative

units and realignment of selected programs.

(1) The College of Education recommends establishment of the Department of Leadership Studies. With the anticipated realignment of academic programs currently administered in the Graduate School of Management, Leadership, and Administration (see below), this department will become the formal organization to house graduate programs in educational leadership and administration. It is anticipated that with future graduate program development, the department will expand as the university's program inventory increases in size and complexity. This department is tied clearly to our professional and academic mission, and there is a strong professional interest in the departmental design. The department will also increase the professional focus of the College of Education.

(2) The existing Graduate School of Management, Leadership, and Administration (GSMLA) will be dissolved and programs currently administered in the school will be aligned with appropriate academic departments. This reorganization and realignment will allow faculty in these programs to be appropriately associated with disciplinary colleagues in academic departments for purposes of promotion and tenure, program development, and other faculty roles. The following graduate programs will be administered within the new Department of Leadership Studies, College of Education: Educational Leadership, School Administration, and College Student Personnel Services and Administration. The graduate program in Community and Economic Development will be administered in the Department of Economics, Finance, and Insurance and Risk Management, College of Business Administration. The graduate program in Health Systems will be administered in the Department of Health Sciences, College of Health and Behavioral Sciences.

All appropriate university administrators have recommended approval of these changes.

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 creating the Department of Leadership Studies in the College of Education, dissolving the Graduate School of Management, Leadership, and Administration (GSMLA), and appropriately realigning graduate programs currently administered in the GSMLA.”

Faculty Handbook - The UCA *Faculty Handbook* Committee has recommended a number of changes to the handbook. Those recommendations include:

- Chapter III, Section V, additional language regarding non-reappointment of faculty and right of appeal
- Chapter III, Section VII, changes to the section regarding faculty who apply for promotion prior to receiving tenure
- Chapter III, Section VII, addition of item G, Mid-Tenure Review
- Chapter III, Section VIII, changes to departmental and college committee structure to encompass both promotion and tenure deliberations
- Chapter III, Section VIII, changes to chair, dean, and provost responsibilities regarding written notifications to applicants
- Chapter III, Section IX, revision to appeal process
- Chapter III, Section XVI, revision to non-renewal of appointment
- Chapter VII, Section I, G and H, Changes to Academic Freedom Committee and Faculty Grievance Panel
- Chapter VII, Section II, W, addition of a standing university committee to study faculty salary issues, the Faculty Salary Review Committee

Copies of a full document, with color-coded revisions shown in detail, were distributed.

The committee's recommendations have been endorsed by the Faculty Senate along with other appropriate academic administrators.

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

“BE IT RESOLVED: That the Board of Trustees hereby approves the revised *Faculty Handbook*.”

Employee Contributions to Arkansas Teacher Retirement System - The Internal Revenue Code Section 414(h)(2) permits employer “pick-up” of the employee portion of contributions to a retirement plan, thereby resulting in a tax deferral of the employee contributions. Under the Arkansas Teacher Retirement System (ATRS) plan conditions, members may be allowed to make additional contributions, back contributions, conversion contributions, repayment contributions or purchased service contributions through payroll reduction. In order to execute the contracts between the employee wishing to make the payroll deduction and ATRS an Employer Pick-Up Reduction Resolution must be approved by the participating institution’s governing board.

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

“BE IT RESOLVED: That the President is authorized to sign the payroll reduction (employer pick-up) resolution and file the resolution with the Arkansas Teacher Retirement System.”

Growth Pool Positions - Within the provisions of Act 2172 of 2005, the university has the ability to request through the Arkansas Department of Finance and Administration, Office of Personnel Management (DFA-OPM) additional classified positions. Since 2002-03, the university has experienced an increase in enrollment of 2,500 students. This growth has necessitated the implementation of a shuttle transportation system. For the 2005-06 academic year the university increased the number of buses and revised the route for the shuttle system. This was done by hiring extra-help employees for the academic year to serve as bus drivers.

Due to the growth anticipated for the 2006-07 academic year, the need for permanent bus drivers has become more evident. The use of extra-help positions is not a viable long-term solution. The university needs to have experienced, appropriately credentialed, safe, reliable drivers for the shuttle system. The long-term solution is to hire the drivers for year-round employment and use them in the maintenance and grounds areas during the summer. This will alleviate some of the over-time and contract labor used by Physical Plant during the summer months in readying the campus for the next academic year and enable the university to provide stable employment for the shuttle drivers. The university needs to add ten positions of Grade 14 Institutional Bus Driver to the available job titles to ensure the availability of qualified drivers.

The University requests the following positions from the classified growth pool:

<u>Position Title</u>	<u>Grade</u>	<u>Number of Positions Requested</u>
Institutional Bus Driver	14	10

In the event that DFA-OPM denies the request for these additional classified positions through the growth pool process of Act 2172, the university requests approval to establish these positions through the provisional position request process.

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

“BE IT RESOLVED: That the Board of Trustees authorizes the administration to proceed with a request to the Arkansas Department of Finance and Administration for growth pool positions within the provisions of Act 2172. In the event that the request is denied, the Board of Trustees authorizes the administration to proceed with a request to the Arkansas Department of Finance and Administration for allocation of these positions as provisional.”

Naming of Tailgate Area - Members of the UCA Alumni Association Board of Directors have been, for some time, discussing the possibility of officially naming the practice field/tailgate area. Reasons for naming the area include identifying the area for logistical purposes, centralizing the tailgate participants and attracting more tailgate participants prior to home football games.

The Crafton Alumni Pavilion has defined the tailgate area and the beauty and esthetics of the area should be preserved.

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

“BE IT RESOLVED: That the tailgate area adjacent to the Crafton Alumni Pavilion officially be named ‘The Pines.’”

Purchase of Mascho Property at 303 Farris Road- The university has tentatively reached an agreement for the purchase of the Mascho property located on 303 Farris Road, which is the corner lot at the intersection of Farris Road and Bruce Street. The property is 1.51 acres, mostly undeveloped with one small rental house located on Farris.

The university has obtained an appraisal for the property and is in the process of preparing a signed offer and acceptance subject to Board action. Plans are to construct a parking lot with an estimated 125 spaces. This lot has high visibility and proximity to major facilities on campus, including Estes Stadium and the Farris Center.

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 authorizes the administration to purchase the Mascho property located at 303 Farris Road.”

At this point in the meeting, Mr. Harding paid tribute to Dr. and Mrs. Farris, especially Mrs. Farris, who was his Sunday School teacher. Mr. Harding stated that, if Dr. Farris is President Emeritus, then Mrs. Farris is certainly UCA's First Lady Emeritus. He further stated that Mrs. Farris has always been a wonderful asset to UCA. She is not the woman behind Dr. Farris, but is at his side. Mr. Harding stated that Jeff and Patsy Farris are UCA to him.

EXECUTIVE SESSION

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

OPEN SESSION

Open session was declared by the Chair.

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 approves the following personnel list, provided however, that the administration is authorized to make corrections and changes of a clerical nature.”

**Personnel Board List
Board of Trustees Meeting
May 5, 2006**

Employee Name	Department	Title	New Title	Effective Date	Action
Annual Appointments					
Micah Abrams	Chemistry		Assistant Professor (tenure-track)	8/15/2006	Appointment
Lance Bridges	Chemistry		Assistant Professor (tenure-track)	8/15/2006	Appointment
Noel Campbell	Economics, Finance, Insurance and Risk Management		Associate Professor (tenure-track)	8/21/2006	Appointment
Alex Fayman	Economics, Finance, Insurance and Risk Management		Assistant Professor (tenure-track)	8/15/2006	Appointment
Long Hoang Le	Mathematics		Assistant Professor (tenure-track)	8/15/2006	Appointment
David O'Hara	History		Assistant Professor (tenure-track)	8/15/2006	Appointment
Adjustments					
Clarence Burg	Mathematics	Visiting Assistant Professor	Assistant Professor	8/15/2006	Change in title and salary
Terri Canino	Budget	Director of Budget		2/1/2006	Change in salary
Jeremy Carson	Athletics, Women's Basketball	Assistant Coach		7/1/2006	Change in salary
Richard Hancock	Development and Institutional Advancement	Director, Publications and Creative Services		3/1/2006	Change in salary
Tina Mankey	Occupational Therapy	Assistant Professor		1/1/2006	Change in salary
Ricky Matt	from Athletics, Football/Kinesiology to Athletics, Football/HPER			7/1/2005	Change in department
Jeffery Pitchford	President's Office	Director of Government Relations	Assistant Vice President for University Relations	4/1/2006	Change in title
Christopher Riggins	Admissions	Assistant Dean of Students		3/1/2006	Change in salary
Phased Retirement					
Lauretta Koenigseder	Nursing	Associate Professor		8/16/2006	Phased Retirement
Don Whistler	Political Science	Professor		8/15/2006	Phased Retirement
End of Phased Retirement					
Wilber Owen	Biology	Professor		5/31/2006	End of Phased Retirement
Tenure Recommendations					
Austin, Scott J.	Physics and Astronomy				
Bedner, Nelle	Writing and Speech				
Bowman, Donna	Honors College				
Foote, Lorien	History				
Isom, Lori	Chemistry				
Tenure Recommendations					
Jakubowski, Dawn	Philosophy and Religion				
Parrack, Jennifer	World Languages/Spanish				

**Personnel Board List
Board of Trustees Meeting
May 5, 2006**

Employee Name	Department	Title	New Title	Effective Date	Action
Parrack, John C.	World Languages/Spanish				
Ruud, Jay	English				
Simon, Joan B.	Psychology and Counseling				
Smiley, Donna Fisher	Speech/Language Pathology				
Watt, John D.	Marketing and Management				
Promotion Recommendations					
Phillip Bailey	World Languages/French	Associate Professor	Professor		
Joeseph D. Cangelosi	Marketing and Management	Associate Professor	Professor		
Mark Cooper	Early Childhood and Special Education	Associate Professor	Professor		
Lorien Foote	History	Assistant Professor	Associate Professor		
Rebecca Gatlin-Watts	Marketing and Management	Associate Professor	Professor		
Ronald E. McGaughey	Marketing Information Systems	Associate Professor	Professor		
Jean McGehee	Mathematics	Assistant Professor	Associate Professor		
Jacki L. McMurtrey	Speech-Language Pathology	Assistant Professor	Associate Professor		
John Murphy	Psychology and Counseling	Associate Professor	Professor		
James A. Murray	Biology	Assistant Professor	Associate Professor		
Edward L. Powers	Sociology	Assistant Professor	Associate Professor		
Bonita R. Selting	Writing and Speech	Assistant Professor	Associate Professor		
Hui Wu	Writing and Speech	Assistant Professor	Associate Professor		
Advancement Recommendations					
Sophie Bradford	Writing and Speech	Lecturer I	Lecturer II		
Lisa Christman	University College	Lecturer I	Lecturer II		
Cynthia Cole	Occupational Therapy	Clinical Instructor I	Clinical Instructor II		
Tina Crook	Family and Consumer Sciences	Clinical Instructor I	Clinical Instructor II		
David Strickland	Kinesiology and Physical Education	Clinical Instructor I	Clinical Instructor II		

**Personnel Board List
Board of Trustees Meeting
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Employee Name	Department	Title	New Title	Effective Date	Action
Sharon Wilkes	World Languages	Laboratory Instructor I	Laboratory Instructor II		
Mary Wood	University College	Lecturer I	Lecturer II		
Terminations and/or Resignations					
Terri Canadaay	Sociology	Assistant Professor		8/15/2006	End of Contract
Danielle Kellogg	History	Assistant Professor		5/15/2006	Resignation
Terrence Love	Greek Services and Leadership Development	Director		3/17/2006	Resignation
John Rohweder	Writing and Speech	Lecturer II		2/2/2006	Deceased
Keith Wagner	Athletics/ Football	Assistant Coach		3/31/2006	Resignation

**Personnel Board List Addendum
Board of Trustees Meeting
May 5, 2006**

Employee Name	Department	Title	New Title	Effective Date	Action
Annual Appointments					
Timothy Bisping	EFIRM		Assistant Professor (tenure-track)	8/15/2006	
Brian Campbell	Sociology		Assistant Professor (tenure-track)	8/15/2006	
Haley Crafton	Greek Services/Leadership Dev		Assistant Dean of Students		
John Fincher	Greek Services/Leadership Dev		Assistant Dean of Students		
Sara Groe	English		Instructor (Emergency Hire)	8/15/2006	
Faith Yarberry	Chemistry		Visiting Assistant Professor	8/15/2006	Appointment
Adjustments					
Wendy Holbrook	Greek Services/Leadership Dev	Assistant Dean of Students	Associate Dean of Students	6/1/2006	Change in title/salary
Zeinabou Kountche	Disability Support Services	Assistant Dean of Students		7/1/2006	Change in salary
Amanda Miller	Disability Support Services	Assistant Dean of Students		7/1/2006	Change in salary
Heather Murphy	Greek Services/Leadership Dev	Assistant Dean of Students		5/29/2006	Change in salary
Charlotte Strickland	Campus Training		Project Coordinator/Instructor	5/15/2006	Change in salary
Advancement Recommendations					
Zaida Gomez-Kramer	Biology	Lecturer I	Lecturer II		
Terminations and/or Resignations					
Jennifer Knight	Health Promotion and Wellness	Project Coordinator		4/14/2006	Resignation
Angel Schichtl	Housing Custodial Care	Custodial Supervisor II (classified)		4/30/2006	Retirement
Heather Lemon	Institutional Research	Research Associate		5/5/2006	Resignation
Budget Book Corrections					
Employee Name					
Department					
Title					
Penny Hatfield	Admissions	Director of Admissions			
Arlis East	Senior Vice President	Director of Educational Advancement			
Linda Long	Senior Vice President	Project Coordinator			
Terri Johnson	Athletics Administration	PC Executive Director			
Lisa Shoemake	International Programs	Associate Dir of International Programs			
Gary Roberts	Student Services	Dean of Students			
Erick McCarthy	Kinesiology/Physical Education	Assistant Professor			

Personnel Board List Addendum
Board of Trustees Meeting
May 5, 2006

Employee Name	Department	Title	New Title	Effective Date	Action
Charles Lemley	University College	Academic Success Ctr Supervisor			
Elizabeth Parker	Mass Communication/Theatre	Assistant Dean of Students			

President Hardin announced that he has accepted the resignation of Vance Strange, Director of Athletics. The president stated that he is very grateful for Mr. Strange and his many positive accomplishments as athletic director over the past three years, including improving public relations with alumni, the community and the State, increasing attendance at sports events and making an overall positive impact on UCA's athletic program. President Hardin said he wanted to publicly express his gratitude to Mr. Strange.

Dr. Stanton stated that he has known Vance Strange since grade school and appreciates the fact that he is one of the most positive people he has ever know and is grateful for what he has done for UCA. He further stated that it saddens him that Mr. Strange is resigning and he hopes Vance will continue to support UCA's athletic program.

Mr. Sims stated that he hates to hear that Vance Strange is resigning and hopes he continues to support UCA's athletic teams since he is the Number One Bear Fan.

Mrs. Bassett expressed appreciation for Mr. Strange's accomplishments and thanked Board members for their comments.

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

Mrs. Patricia Bassett, Chair

Mr. Randy Sims, Secretary