

The Board of Trustees of the University of Central Arkansas convened in regular meeting at 2:00 p.m., Friday, February 6, 2009, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present:

Vice Chair: Dr. Harold Chakales
Secretary: Mr. Scott Roussel
Mrs. Patricia Bassett
Mrs. Kay Hinkle
Mr. Bobby Reynolds
Mr. Randy Sims

Chairman Rush Harding was absent.

MINUTES

The minutes of the November 2 and December 18, 2008 Board meetings were unanimously approved as submitted upon a motion and a second.

INTRODUCTIONS AND ANNOUNCEMENTS

Interim President Tom Courtway introduced Bobby Reynolds as Governor Beebe's appointment to the Board of Trustees. Mr. Reynolds wife, Diane, was also introduced.

PRESIDENT'S REPORT

President Courtway reported on the following items:

- Current Financial Status – Bunny Adock gave a brief summary of the university's financial status. A copy of the financial report was available and is attached to these minutes.
- Budget Process for 2009-10 – Mr. Adock also presented a timeline for the 2009-10 budget, which is attached to these minutes.
- Campus Security Update – President Courtway updated the Board on the emergency notification system. Ms. Clair Bailey, Director of the Arkansas Department of Information Systems, reported that the mass notification was successfully tested on January 26 with approximately 3,000 text messages being sent within two minutes.
- Trustee Training (AHECB) – February 18, 2009 – President Courtway reminded the Trustees of the training offered by the Arkansas Higher Education Coordinating Board on February 18, 2009. The meeting will be held at the Wyndham in North Little Rock.
- Centennial History Book – President Courtway recognized Jimmy Bryant, author of *The Centennial History of the University of Central Arkansas*. The book will be

released February 10, 2009 with a book signing in the Board of Trustees Conference Room at 1:30 p.m.

Time Line for 2009-2010 Budget

January

Notify the Budget Advisory Committee (BAC) of the time, place and date of the first meeting. Hopefully this meeting will be in late January. BAC books will be handed out at the first meeting.

The committee will look at past budgets, cash flow analyses; present our assumptions on state revenues and our assumptions on fall enrollment and tuition. Staff should be able to put together some firm numbers for next year's budget. For example, staff should have an idea of salaries, scholarships and other fixed expenses.

Notify the non-academic departments (not under the Provost) that budgets are being proposed and their input is needed.

The finance staff will start preparing the BAC books. The books will contain past years' budgets and relevant budget information, duties and responsibilities of the committee, timeline, 2008-2009 cash flow and snapshot reports and any budget requests they may have been submitted.

February

BAC will hold the second meeting. The meeting would be in late February. The staff should have most of the budget requests in hand and be able to present them at this time. This will be the committee's first look at the complete budget. It is assumed the request will be larger than the income.

The Provost, Deans, Department heads, etc. will be invited to attend this meeting and explain their budget requests. There will be a time for questions and discussion.

March

BAC will hold its third meeting the first or second week of March. It is anticipated that revisions, cuts, changes, etc. to the budget will be made at this meeting. This meeting should result in a first draft of the budget.

President Courtway has indicated a desire to allow for the Board of Trustees to have input into the budget process. He has indicated an interest in holding a Board meeting in late March to allow the trustees to see this budget and to give input.

April

The final budget will be presented to President Courtway.

May

The budget will be presented to the Board of Trustees for final approval.

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

Copies of statements by the presidents of the Faculty Senate, Kurt Boniecki; Student Government Association, Drew Aylesworth; and the Staff Senate, Carol Daves, are attached to these minutes.

Address to Board of Trustees
Drew Aylesworth, SGA President

Thank President Courtway and Interim VP finance Bunny Adcock

With that said seeing as the Board of trustees is the head of the university we would like to your attention to some of our concerns, seeing as how we are the main provider of this turn universities finances

Last night we passed many resolutions dealing with the budget and how our money is being handled

On the questions of Aramark Board increases SGA voted against it because of the out of control increase in prices with the continued low standards in service and quality example. Board meetings compared to student events.

On the increase of housing We understand that housing must go up a little each year, and a 1.5% increase is fair, however we believe that the 1.6 million dollar transfer to athletics from housing's budget is imprudent considering the over 7 million dollars in deferred improvements needed for adequate housing. And we do not support the increase of housing rates for this reason.

We also ask that all of the university profits made from Aramark go to housing, for deferred improvements and that all administrative fees from those profits be eliminated.

Unfortunately we can not support the campus security and access fee until there is an assurance made that all monies from this fee will used for exactly what the fee is taken for.

The fear of funds not going to where they are said they will go lead the senate to write a resolution asking that all student fees have designated accounts where money from that account may only be used for the purposes of which it was taken.

We also stand resolved that the full budget should stay in the library, and appreciate the fiscal transparency that we have seen thus far.

Financially we are taking our own efforts to bolster the services that take students fees by asking that all concurrent and online students pay the same fees as on campus students. It is unfair that they receive the same credit with out paying fees. There are many fees that on campus students pay that we do not use. Also on this point we ask that the fees collected from online students not be funneled through Academic Outreach and Extended Programs, and instead go directly to the entity the fee was taken for.

We also ask that you allow an equaling of the student activity fee to make all students pay \$13.50 rather than doing a split hour fee, seeing as how all students have the same opportunities to use student activity money.

The main theme of our concerns is that our money is not always going where it should be and that those monies are going to athletics. When we already pay an athletic fee. Students would rather have the services that pay fees for get that money and have an increase in the athletic fee, so that we may better judge whether the fees we pay are worth the services we receive.

Kurt Boniecki, Faculty Senate President

President Courtway, Chairman Chakales, Trustees,

Thank you once again for giving me the opportunity to address you on behalf of the UCA faculty. I would especially like to extend a heartfelt welcome our to new Trustee, Bobby Reynolds. I know the demands and responsibilities of being a Board member are great, and we appreciate and admire the commitment you have made to UCA by accepting this appointment.

Over the past six months, the UCA ship has been rocked by a perfect storm of scandal, tragedy, and budget cuts. Now, under the exceptional leadership of President Courtway and Provost Grahm, we are righting our ship and steering it to safer waters. President Courtway has spoken with unique candor to the faculty. We understand the dire straits of our fiscal situation; we understand that we have to get out of debt and build a significant budget reserve to weather future storms. As a result, we have shown our commitment to greater fiscal discipline. The faculty understands that we are unlikely to see even cost of living raises for the second year in a row. Without cost of living raises, our salaries are in effect being cut. We understand the need to limit travel to conferences, though it is an essential part of our scholarship. Despite the fact that departmental M&O budgets haven't been

increased in 12 years, we understood the necessity to cut \$750,000 from the academic budget this year. Had this been any other time, I would be receiving angry phone calls and emails from faculty members all over campus. That's not happening because we know where we are and what sacrifices have to be made to build a better, more financially stable university. We also know we are not the only one's making sacrifices. Students are shouldering more costs.

UCA has raised tuition, fees, and lowered the number of scholarships. Likewise, most of the staff have not seen raises and the physical plant has made serious cuts to their budget. Soon, UCA will be preparing its budget for next year. Tough choices will need to be made about the budget priorities of this university. As the Board engages the administration over these choices, I ask that they keep in mind the core mission of this university: We are the center of *learning*; we educate the men and women of Arkansas. We must make sure we have sufficient funds to maintain that mission. All other spending that is peripheral to that core mission should be scrutinized for savings. The acquisition of new land and beautification efforts should be put on hold. Spending on athletics and other events that do not directly enhance education and scholarship should be trimmed. Overpriced advertising campaigns must be slashed, and non-essential, high paid positions should be eliminated.

As we look forward, it is time to reassess the fiscal direction of UCA. In the past, we looked to enrollment growth to bolster the budget and image of this university. The more students, we reasoned, the more tuition dollars, the more state money, the greater our coffers. But to facilitate that growth, we did some odd things. We gave our product away for free to thousands of students, through excessive scholarships and concurrent enrollment drives. But, we reasoned, we would get money from the state for those students. That money didn't come last year. Per student, we are the lowest funded university in the state, and what new money we were promised was cut by \$4.5 million dollars.

I suggest a new perspective on growing UCA. It is time to focus on revenue growth rather than enrollment growth. A larger student body is unlikely to pay off in the near future. The Arkansas fiscal forecast is uncertain, and if this state ultimately follows the nation, it will turn dismal. We cannot rely on increased enrollments bringing in state money, and increasing tuition to compensate during tough economic times is wholly unrealistic. As a result, we would not have the funds to build the space, hire the faculty, and increase the support needed to handle the larger enrollments. We will need to find other ways of building revenue, for example, through grants and private donations.

Fund raising is perhaps the most essential ability of our next president if we are to forge a better UCA; though we are looking for many qualities. We will need an outstanding leader in the coming years, and that person is out there. Applications and nominations are just now coming in. After March 1st, we will have a first look at the applicant pool. It will take time for the search committee to carefully review the applicants, and narrow the field to those we want to interview. Again, I urge patience on the part of the Board and the university community. Having a new president by July 1 is not our goal; having the best man or woman for the job, however long that takes, is. That being said, I know the search committee is moving forward with diligence. Thank you for your time.

Carol Daves, Staff Senate President
Board of Trustees
February 6, 2009

Good afternoon Vice Chairman Chakales, Members of the Board, and President Courtway. Thank you for the opportunity to speak to you today.

I am so pleased to be able to share with you some good news and staff successes that have occurred over the past several months. Many of you saw us out in force at football games last fall, and this semester at basketball games. My thanks go out to Staff Senators Georgia Younker and Carole Good for recruiting and coordinating the volunteers for these games. The funding the senate receives through our work with the athletics department allows us to be able to provide scholarships to staff and staff dependents, and also fund service initiatives of which we can all be proud.

Veteran's Day this past November was a tremendous success, from a well-attended luncheon for veterans, to a wonderful service in Ida Waldran Auditorium. The Staff Senate's Veteran's Day committee headed by Senator Melanie Epperson did a great job identifying UCA's veterans and current military personnel. Melanie and her husband, Joel, compiled information and photographs gathered from UCA's service men and women and put together a very touching video.

We can all be proud of the success of the annual Angel Bear Tree project. Proceeds from ticket sales for the Holiday Feast were used for the Angel Bear project, and we were able to do that because of the generosity of the President's Office who arranged the food for us at no cost to the Senate. With these funds and other senate funds, the Angel Bear project provided Christmas gifts, primarily coats and clothing, for more than 50 families in need – approximately 250 individual men, women, and children – who are connected to UCA through a family member on the UCA staff. Lisa Shumake, a staffer in the Office of International Programs, has generously donated her time to this project for several years, and the Staff Senate Committee, chaired by Ashley Lyon, did a great job identifying families in need and making sure all those identified receive something they needed for Christmas. Additionally, a food drive was conducted in tandem with the Angel Bear Tree project, and we were pleased to donate well over 200 lbs. of food to the Arkansas Food Bank.

UCA staff members are quick to respond when there is need, and for this reason, the Staff Senate has established an emergency aid fund to provide assistance to UCA families who suffer major financial loss through storm, fire, or other disaster. We may only be able to give a couple of hundred dollars, but it is a clear signal to the staff member and their family that we care. And we do.

Other successful initiatives that we have tackled thus far this year include a revision to the catastrophic leave process, which will clarify information and procedures for staff. Other Staff Handbook revisions are under review by the Staff Senate Handbook committee, ably chaired by Senator Claye Eubanks.

I am sorry to report that I do have some regrets this year. Some of our plans have been put on hold – things that would have helped many staff members. The Staff Senate had planned on pursuing a fee remission for graduate work for spouses and dependents of employees. That request has been put on hold indefinitely, however. The budget crunch has had a serious effect on our planning. Earlier this year, we had proposed the creation of a true staff development fund for staff who have particular educational needs. For example, this fund could provide financial assistance to an employee at the physical plant who aspires to become a journeyman electrician at UCA but cannot afford to pay for the adult education course work or associated fees. Or, perhaps, to fund a trip to an educational conference or seminar for clerical staff who do not have the promise of departmental funding. We believe that this type of assistance would prove valuable to UCA in the short run with regard to morale, and in the long run with a better educated and equipped staff. I had planned to ask for the Board's assistance in the establishment of such a fund and hope that at some point in the future another Staff Senate President will take on the task of developing an educational fund for staff. I humbly ask that you consider that proposal when it comes as a promise for the future rather than a cost for the present.

Please accept the Staff Senate's gratitude to the Board of Trustees, President Courtway, and Vice President of Financial Services, Bunny Adcock, for the opportunities for shared governance that have been afforded to the staff this year. The Budget Advisory Committee is again meeting after many years of inactivity, and you have responded to the Fringe Benefits Committee in a positive manner by reversing some of your previous decisions regarding retiree benefits. While I hope benefits that were cut for future retirees will be reinstated, I am confident that when the Fringe Benefits Committee makes its recommendations to you, you will listen. You have demonstrated your willingness to do so this year.

In closing, please know that the Staff Senate supports this university. We want the best for UCA. Tom Courtway is doing a great job as interim president, and Bunny Adcock is working hard with the Provost and VPs to create a workable budget. We are in good hands now, so please take all the time and careful consideration needed in the hiring of our new president.

Thank you for your time and attention.

Carol Stephens Daves
President of the Staff Senate
University of Central Arkansas

ACTION AGENDA

Reimbursement of Expenses for Official Board Duties – Board Policy No. 211

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 by state travel regulations for state employees. 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 Randy Sims with a second by Patricia Bassett:

ABE IT RESOLVED: That the Board of Trustees approves the following statement concerning reimbursement of expenses for official board duties for 2009:

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 by state travel regulations for state employees, 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.@

Certification of Sufficient Appropriations and Fund Balances

In accordance with State Accounting and Budgetary Procedures law, the Board of Trustees is required to certify annually that the university will not incur any obligations without having sufficient appropriations and funds available, or that will become available, during the fiscal year for the payment of the obligations when they become due.

The following resolution was unanimously adopted upon motion by Scott Roussel with a second by Kay Hinkle:

“BE IT RESOLVED: That the Board of Trustees will continue to monitor the obligations of the university to insure that sufficient appropriations and fund balances are available, or will become available, including certain private borrowing as authorized by the Board of Trustees (and approved by officials of the State of Arkansas), to pay all future obligations of the institution when such obligations become due.”

**CERTIFICATION OF SUFFICIENT
APPROPRIATION AND FUND BALANCES
TO MEET OBLIGATIONS
FOR
UNIVERSITY OF CENTRAL ARKANSAS**

I am aware that the State Accounting and Budgetary Procedures law mandates that in no event shall any obligations be incurred by an institution of higher education unless sufficient appropriations and funds are available, or will become available, during the fiscal year for the payment of the obligations when they become due.

Also, I understand that it shall be the duty and responsibility of the institutional Board of Trustees and the President/Chancellor for which appropriations are authorized to monitor finances to insure that resources are available, or will become available, for financing appropriations authorized by the General Assembly; and to insure that no obligations are incurred which exceed available appropriations and funds.

Therefore, I certify that as of December 31, 2008, I have verified that sufficient appropriations and funds are available, or will become available, including certain private borrowing as authorized by the Board of Trustees (and approved by officials of the State of Arkansas), to pay the obligations of this institution of higher education and all other current obligations to be paid from the appropriations and the funds.

I also certify that I shall continue to monitor obligations of this institution of higher education to insure that sufficient appropriation and fund balances are available, or will become available, to pay all future obligations of the institution when such obligations become due.

Mr. Rush Harding
Chair, UCA Board of Trustees

Date

Tom Courtway
UCA Interim President

Date

Resolution Adopting the Hazard Mitigation Plan for the University of Central Arkansas

Faulkner County has been working for several years to develop a Disaster Mitigation Plan through the Federal Emergency Management Agency (FEMA). FEMA recently approved the plan submitted by the county.

The adoption of this plan by all jurisdictions within the county is a crucial aspect of the plan. Also, adoption of the plan by the University will allow it to be eligible to receive grant money to assist with mitigation against natural disasters.

The following resolution was unanimously adopted upon motion by Scott Rousel with a second by Patricia Bassett:

RESOLUTION

**A RESOLUTION ADOPTING THE HAZARD MITIGATION PLAN FOR
THE UNIVERSITY OF CENTRAL ARKANSAS**

WHEREAS, certain areas of Faulkner County, Conway, Arkansas, and particularly in and around the campus of the University of Central Arkansas, are subject to periodic flooding and other natural and man-caused hazards with the potential to cause damages to people's property within the area; and

WHEREAS, the University of Central Arkansas desires to prepare and mitigate for such circumstances: and

WHEREAS, under the Disaster Mitigation Act of 2000, the United States Federal Emergency Management Agency (FEMA) required that local jurisdictions have in place a FEMA-approved Hazard Mitigation Action Plan as a condition of receipt of certain future Federal mitigation funding after November 1, 2004; and

WHEREAS, to assist the university in meeting this requirement, Faulkner County, with the assistance of Western Arkansas Planning and Development District, has initiated development of a county-wide, multi-jurisdiction Hazard Mitigation Plan for the county and all jurisdictions in the county, specifically the cities and school districts;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CENTRAL ARKANSAS:

That the University of Central Arkansas hereby adopts those portions of the Plan relating to and protecting its jurisdictional area against all hazards, 2005-2010; and

Appoints the Emergency Management Director to assure that the Hazard Mitigation Plan be reviewed at least annually and that any needed adjustment to the Hazard Mitigation Plan be developed and presented to the Board of Trustees for consideration; and

Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

APPROVED and ADOPTED on this 6th day of February, 2009.

APPROVED:

Chair of the Board

Secretary of the Board
Food Service Contract for 2009-10 (Board Policy No. 633)

The administration proposes an increase in the food service rates to cover an increase in food supplies and operating costs. The university received from ARAMARK, Inc. a food service proposal for the 2009-10 contract year. In order to keep fee increases to a minimum, the proposed contract includes an increase of 4% for the 2009-10 academic year. However, this increase is not adequate to cover all operating costs and as a result, the following service cuts are also recommended:

- Donations reduced from \$85,000 to \$38,000
- Cafeteria will close all hot food and have a true “light lunch” option from 2:00-3:30pm with just cereal, deli, and salad
- No Premium nights but still offer weekly monotony breakers
- No midnight breakfasts
- Reduce Bear Village C-Store hours from 7:00am-8:00pm to 12 noon – 8:00pm

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

The university will continue to contract with ARAMARK, Inc. for the operation of its university Food Service venues. ARAMARK, Inc. will pay the university 10% of sales in the Pizza Hut, 10% of sales in Chick-fil-A, 12% of sales in Java City, 14% of sales in all C-Stores, 7% of sales in Quizno’s, and 7% of sales in Starbucks.

The administration proposes to continue its contract with ARAMARK, Inc. for 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, 2009, through May 31, 2010, with payment to the university of 15% for football events and 12% for non-football events, which is the same as the 2008-09 rate. The rates for 2009-10 are shown in the following policy.

The following resolution was unanimously adopted upon motion by Randy Sims with a second by Kay Hinkle:

“BE IT RESOLVED: That the Board of Trustees authorizes the administration to sign a one-year contract with ARAMARK, Inc., with rates as shown, thereby amending Board Policy No. 633, ‘Food Service Contract.’”

BE IT FURTHER RESOLVED: That the administration is authorized to sign a one-year contract with ARAMARK, Inc., for the operation of the campus food service areas providing that ARAMARK, Inc., will pay the university the royalty rates as identified in the following policy for sales in the various operations for the

period of June 1, 2009, through May 31, 2010. Additionally, the administration is authorized to 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, 2009 through May 31, 2010, providing ARAMARK, Inc., will pay the university royalties of gross sales as outlined in the following policy.”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 633

Subject: Fees – Food Service Contract

Date Adopted: 3/94

Revised: Passim (most recent 2/08)

The following rates under the food service contract with ARAMARK, Inc., are approved for the 2009-10 contract year.

TERM	MEAL PLAN	2008-09 Rates Per Day	2009-10 Rates Per Day	% INCREASE
Fall & Spring	Unlimited	\$6.60	\$6.86	4%
	15 Meal Plan	\$6.18	\$6.43	4%
	10 Meal Plan	\$5.94	\$6.18	4%
	8 Meal Plan	\$5.02	\$5.22	4%
	220 Block	\$7.35	\$7.64	4%
	135 Meals	\$5.25	\$5.46	4%
	Senior Plan	\$3.15	\$3.28	4%

GROUP	MEAL	2008-09 Rates Per Meal	2009-10 Rates Per Meal	% INCREASE
Casual Meals	Breakfast*	\$6.10	\$6.34	4%
	Brunch*	\$7.55	\$7.85	4%
	Lunch*	\$8.20	\$8.53	4%
	Dinner*	\$8.75	\$9.10	4%

* Faculty/Staff card user discount applies to each of the above amounts.

Special Groups & Summer Camps	Breakfast	\$4.20	\$4.37	4%
	Brunch	\$5.12	\$5.32	4%
	Lunch	\$5.12	\$5.32	4%
	Dinner	\$5.12	\$5.32	4%

UCA will receive the commission listed below on the sales.

ROYALTY CHART:

Type of Sales	Commission Percentage
Off-Campus Special Groups – Camps	15%
Cafeteria – Non-Cash	12%

Cafeteria – Cash	18%
Chick-fil-A	10%
Pizza Hut	10%
Quizno's	7%
Java City	12%
Starbucks	7%
Commuter Meal Plans	12%
Inclining Balance	12%
Declining Balance	12%
Athletic Concessions – Football	15%
Athletic Concessions – Non-Football	12%
Catering	12%
C-Store – Cash and DCB	14%

Room and Board Rates for 2009-10 – Board Policy No. 632

The current room and board charge is \$2,370.00 per semester for a double-occupancy room and the 15-meal plan. An increase will be needed for the standard board plans to cover the proposed increase in the ARAMARK contract. An increase is also recommended for the housing room rates. Both ARAMARK and the Department of Housing and Residence Life are working diligently to keep costs to a minimum. Housing increases are primarily related to the need to continue to maintain and upgrade housing facilities by making improvements/repairs. The total proposed room and board rate for 2009-10 is \$2,440.00 or an overall increase of approximately 3.0%.

For the 2008-09 academic year, housing is expected to experience an annualized occupancy of approximately 92%. The number of housing applications submitted thus far is similar to this time last year and it is expected that housing will maintain a comparable demand for 2009-10.

The following resolution was unanimously adopted upon motion by Randy Sims with a second by Kay Hinkle:

“BE IT RESOLVED: That the Board of Trustees approves the following schedule of room and board rates for summer conferences and summer terms as set out below, effective summer 2009, and for the academic year effective fall 2009, thereby amending Board Policy No. 632, ‘Room and Board.’”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 632

Subject: Fees – Room and Board

Date Adopted: 3/94

Revised: Passim (most recent 2/08)

ROOM RATE SCHEDULE

<u>Fall & Spring</u>	<u>2009-10</u>	<u>(Current)</u>
<i>Semester Rates</i>		
Double Occupancy Room Rate	\$1,390.00 per semester	(\$1,360.00)
Private Room Rate	\$2,090.00 per semester	(\$2,030.00)
RA Room	\$1,390.00 per semester	(\$1,360.00)
Greek Room Rate	\$ 25.00 per semester	(\$ 22.00)
Apartment – Academic Year Double Room Rate		
Bear Village, Torreyson, Erbach, West Martin 1-20	\$1,675.00 per semester	(\$1,670.00)
All other complexes	\$1,575.00 per semester	(\$1,570.00)
Apartment – Academic Year Private Room Rate		
Bear Village, Torreyson, Erbach, West Martin 1-20	\$2,400.00 per semester	(\$2,380.00)
All other complexes	\$2,300.00 per semester	(\$2,280.00)
<u>Twelve-Month Apartment Rates</u>		
<i>Annual Rates</i>		
Apartment – 12 Month Double Room Rate		
Bear Village, Torreyson, Erbach, West Martin 1-20	\$4,140.00 annually	(\$4,040.00)
All other complexes	\$3,940.00 annually	(\$3,840.00)
Apartment – 12 Month Private Room Rate		
Bear Village, Torreyson, Erbach, West Martin 1-20	\$5,500.00 annually	(\$5,350.00)
All other complexes	\$5,300.00 annually	(\$5,160.00)
<u>Summer Terms 2009</u>		
Any Double Room Rate	\$ 375.00 per summer term	(\$ 350.00)
Any Private Room Rate	\$ 515.00 per summer term	(\$ 465.00)
<u>Summer Conferences 2009</u>		
Youth Rate (Double)	\$ 11.50 per person/night	(\$ 11.25)
Adult Rate (Double)	\$ 16.00 per person/night	(\$ 15.50)
Adult Rate (Single)	\$ 22.00 per person/night	(\$ 22.00)
UCA Student Groups	\$ 7.00 per person/night	(\$ 6.80)
UCA Sponsored Groups (Double)	\$ 9.50 per person/night	(\$ 9.25)

“Fees – General Registration and Other” - Board Policy No. 630

The administration proposes the adoption of a new fee to be charged beginning in the fall of 2009. Currently, the university assesses a fee of \$40.00 per year to students under the authority of Board Policy No. 421, “Traffic and Parking Regulations.” Currently, the fee is only charged to those who purchase a parking decal. The fee has been in place for more than 12 years with no increase. The fee currently assessed does not adequately cover the current costs of parking facilities maintenance and operations and the related operational costs of the campus transportation (shuttle) system. Additionally, at this time there is no revenue source to support the growing number of security initiatives in place or being proposed to enhance personal safety on campus grounds and within university facilities. The proposed new fee will be assessed against all students (regardless of having a vehicle) and more accurately represents the types of services provided by the university from the revenue generated.

The administration proposes eliminating the current parking fee structure and establishing the access and security fee in its place. If approved, students will be assessed \$27.00 per fall and spring semester and \$15.00 for the summer term.

With the assistance of the current fee and revenue from parking and traffic fines, the university provides parking, lighting, sidewalks and certain security initiatives for the campus. The proposed fee will more adequately cover debt service associated with parking facility construction, capital improvements to the campus parking and pedestrian infrastructure, and critical maintenance. A few years ago, the university initiated a shuttle service from the university’s general budget. The proposed fee will cover the maintenance and operating cost of the shuttle service. Also, the fee will cover costs associated with the maintenance, operation and expansion of the campus security camera network, proposed emergency notification and emergency tone alert/enunciation systems, blue light and emergency telephone network, and the UCA Police Department police radio communication system and planned merger with the Arkansas Wireless Interoperable Network.

The administration has consulted with the Student Government Association about this proposed fee change. The SGA will consider this issue on Thursday, February 5, 2009. The administration will be able to advise you as to their position on the fee at the Friday’s Board meeting. (The Board was advised that the SGA did not support this fee.)

The following resolution was unanimously adopted upon motion by Randy Sims with a second by Kay Hinkle:

“BE IT RESOLVED: That the Board of Trustees approves the following amendment to Board Policy No. 630, ‘Fees – General Registration and Other.’”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 630

Page 1 of 2

Subject: Fees - General Registration and Other

Date Adopted: 3/94

Revised: Passim (most recent 05/08)

**GENERAL REGISTRATION AND OTHER MANDATORY FEES
UNDERGRADUATE
2007-2008**

General registration and other required fees on a per-hour and per-semester/term basis for undergraduate students are as follows:

Per-Hour Fees (Notes 5A&B)

General Registration	\$161.00
Athletics	12.00
Cooperative Education	.50
Facilities/Infrastructure	9.00
Fine/Performing Arts	2.00
HPER - (Health, Phys. Ed., Recreation Ctr.)	4.00
Student Center	4.00
Technology	<u>7.50</u>

Per-Semester/Term Fees

Assessment	\$ 5.00
Access & Security (Note 6)	27.00
Health Services (Note 1)	65.00
Publications (Note 4)	6.00
Radio Station (Note 4)	5.00
SAB – (Student Activity Board) (Note 2)	8.00
Student Activity (Note 3)	<u>13.50</u>

Total Per-Hour Fees **\$200.00**

Total Per-Sem./Term Fees **\$129.50**

Out-of-State (in addition to above fees) **\$161.00 per hour** (Notes 5A&B)

Explanatory Notes:

	<u>Fall/Spring</u>	<u>Intersession</u>	<u>Summer I & II</u>	<u>10-wk Session</u>
Note 1- Health Services	\$65.00	\$32.50	\$32.50	\$65.00
Note 2- SAB (student events)	\$ 8.00	-0-	\$ 1.50	\$ 3.00
Note 3- Student Activity (student govt.)	\$13.50 (8+hrs) \$ 3.50 (1-7 hrs)	\$ 3.50	\$ 3.50	\$ 3.50

Note 4 - Charged fall and spring semesters only.

- Note 5A - Beginning with the fall 2006 semester, newly-enrolled undergraduate 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. Out-of-state fees are waived for undergraduate students residing in university housing beginning with the fall 2007 semester.
- Note 5B - Beginning with the fall 2008 semester, all undergraduate 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.
- Note 6 - Beginning with the fall 2009 semester, all students will be charged a per semester fee of \$27.00 for each fall/spring semester and \$15.00 for the summer term.

**GENERAL REGISTRATION AND OTHER MANDATORY FEES
GRADUATE
2007-2008**

General registration and other required fees on a per-hour and per-semester/term basis for graduate students are as follows:

Per-Hour Fees

General Registration	\$201.00
Athletic	12.00
Facilities	9.00
Fine/Performing Arts	2.00
HPER	
(Health, Phys. Ed., Recreation Ctr.)	4.00
Student Center	4.00
Technology	<u>7.50</u>

Total Per-Hour Fees **\$239.50**

Per-Semester/Term Fees

Access and Security (Note 5)	\$27.00
Health Services (Note 1)	65.00
Publication (Note 4)	6.00
Radio Station (Note 4)	5.00
SAB (Student Activity Board) (Note 2)	8.00
Student Activity (Note 3)	<u>13.50</u>

Total Per-Semester/Term Fees **\$124.5**

Out-of-State (in addition to above fees) **\$201.00 per hour**

Explanatory Notes:

	<u>Fall/Spring</u>	<u>Interession</u>	<u>Summer I & II</u>	<u>10-Week Session</u>
Note 1- Health Service Fee	\$65.00	\$32.50	\$32.50	\$65.00
Note 2- SAB (student events)	\$ 8.00	-0-	\$ 1.50	\$ 3.00
Note 3- Student Activity - (student government)	\$13.50 (8+hrs) \$ 3.50 (1-7 hrs)	\$ 3.50	\$ 3.50	\$ 3.50

Note 4- Charged fall and spring semesters only.

Note 5 – Beginning with the fall 2009 semester, all students will be charged a per semester fee of \$27.00 for each fall/spring semester and \$15.00 for the summer term.

Selection of New Chairs for Presidential Search Committee

Upon motion by Scott Roussel with a second by Randy Sims the following resolution was unanimously passed:

The Board of Trustees finds it necessary to appoint new co-chairs to replace Dr. Jeff Farris and Dr. Jerry Manion, the former co-chairs of the Presidential Search Committee. The Board of Trustees resolves as follows:

“BE IT RESOLVED: That the Board of Trustees hereby appoints Dr. Denver Prince and Jack Gillean to serve as co-chairs of the search committee. In the event of a tie vote of the search committee, Dr. Prince will cast the deciding vote on behalf of the co-chairs.”

Resolution of Appreciation for Randy Sims

Upon motion by Scott Roussel with a second by Patricia Bassett the following resolution was unanimously passed:

RESOLUTION

WHEREAS, Mr. Randy Sims was appointed to serve as a member of the UCA Board of Trustees by Governor Mike Huckabee on February 20, 1998 and was reappointed by Governor Huckabee on February 18, 2005; and

WHEREAS, Mr. Sims served as Chair of the Board in 2001-02 and for the calendar year 2008; and

WHEREAS, Mr. Sims has served with honor and distinction and has ably assisted the university’s administration in overseeing a very successful 2008; and

WHEREAS, under his leadership as Board Chair, the university reached an enrollment of over 12,900 students and experienced great success in Division I athletics. Also, the Board established new academic programs including the post-master’s certificate in nursing and a BA in Interdisciplinary Liberal Studies, oversaw the initiation of the search process for a new university president, assisted the university administration in overseeing a budget of over \$150,000,000.00, and contributed to the success of the university’s Centennial fund raising campaign, its first ever capital campaign;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the University of Central Arkansas does hereby extend its sincere appreciation and gratitude to Mr. Randy Sims for his service as a Chair of the Board of Trustees; and be it further

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

Adopted this 6th
day of February 2009,
in Conway, Arkansas

Chair of the Board

Secretary of the Board

Resolution of Appreciation for Mike Stanton

Upon motion by Randy Sims with a second by Patricia Bassett the following resolution was unanimously passed:

RESOLUTION

WHEREAS, Dr. Michael Stanton served honorably as a member of the UCA Board of Trustees from January, 2002 until January 2009; and

WHEREAS, Dr. Stanton served as the Chair of the Board of Trustees in 2005; and

WHEREAS, during Dr. Stanton's tenure on the Board, the University's became the second largest university in Arkansas; and

WHEREAS, Dr. Stanton earned his bachelor's degree from the University of Central Arkansas in 1977; and

WHEREAS, Dr. Stanton later completed his MD degree at the University of Arkansas for Medical Sciences and has practiced medicine as a general surgeon in Conway for many years; and

WHEREAS, three of Dr. Stanton's sons have graduated from or attended the University of Central Arkansas; now therefore be it

RESOLVED, that the Board of Trustees of the University of Central Arkansas does hereby extend its sincere appreciation and gratitude to Dr. Michael Stanton for his years of dedicated service as a member of the Board and expresses publicly how proud it is that Dr. Stanton is a UCA Alumnus; and be it further

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

Adopted this 6th
day of February 2009,
in Conway, Arkansas

Chair of the Board

Secretary of the Board

NOTIFICATION OF MODIFICATION OF ACADEMIC PROGRAM

A copy of the notification sent by President Tom Courtway to the Board of Trustees dated January 20, 2009, is attached. Two options have been added to the MS program in School Leadership, Management and Administration.

To: Board of Trustees

From: Tom Courtway, President

Date: January 20, 2009

Subject: Notification of Modification of Academic Program

The Council of Deans and the provost recommend adding two options to the existing MS program in School Leadership, Management, and Administration. They are curriculum and program administration. I have attached information submitted by the provost about this action.

This memorandum is being submitted to you pursuant to a new procedure that was established by President Hardin in 2008 wherein you will be notified of action taken concerning an academic program that does not require official action by you, but does require notification be provided to you. The action will also appear as a "notification" item on the agenda of the next regular meeting so that it will be noted in the minutes.

If you have any questions, please do not hesitate to contact me.

TC:jg

Attachment

C: Dr. Lance Grahn

LETTER OF NOTIFICATION – 3

NEW OPTION, CONCENTRATION, EMPHASIS

(Maximum 18 semester credit hours of new theory courses and 6 credit hours of new practicum courses)

1. Institution submitting request

University of Central Arkansas

2. Contact person/title

Jonathan A. Glenn, Associate Provost

3. Phone number/e-mail address

(501) 450-3126

jona@uca.edu

4. Proposed effective date

July 1, 2009

5. Title of degree program

Master of Science in School Leadership, Administration and Management

6. CIP code

13.0499

7. Degree code

6920

8. Proposed option/concentration/emphasis name

Within the MS degree for School Leadership, Management and Administration (the licensure degree program for building administrators) we are proposing the addition of two options: curriculum administrator and program administrator. The addition of these two options will share existing course work with the building administrator program.

New Options

Curriculum Administrator

Program Administrator

9. Reason for proposed action

The Arkansas Department of Education requires that teachers employed as curriculum administrators and program administrators hold both a master's degree and the appropriate administrator's license. The addition of these two options as part of our master's program in SLMA will complement the option for building administrator and will allow us to address the needs of all three licensure areas as part of the same master's degree program. The proposed change will allow candidates to earn a master's degree simultaneously while meeting licensure

requirements. Currently these candidates must complete an additional 20 – 28 hours above a master’s degree to meet licensure requirements.

10. New option/concentration/emphasis objective

Objective: To provide a well-prepared pool of applicants for positions of curriculum and program administrators for Arkansas schools.

The addition of these options will address the needs of Arkansas P-12 schools seeking to fill positions for curriculum and program administrators. Individuals employed in these positions must hold the appropriate administrator’s license for the state of Arkansas as well as a master’s degree.

11. Provide the following

a. List of required courses

Shared Courses for all three degree options (These 21 hours are part of the current MS in School Leadership, Management and Administration program for building administrators)

ASTL 6380 Research Methods
SLMA 6310 Foundations of School Leadership
SLMA 6312 School Based Organizational Leadership
SLMA 6320 School Law
SLMA 6430 Curriculum and Program Leadership
SLMA 6460 Collaborative School Leadership
SLMA 6170 Portfolio Development and Defense

Curriculum Program Administrator (14 hours)

SLMA 6162, 6262, and 6362 Internship for Curriculum Administrator (Five semester hours required. These courses currently exist.)

Nine hours of graduate work in curriculum and instruction approved by the advisor. Note: These courses are offered by the Departments of Early Childhood and Special Education and Teaching, Learning and Technology as part of their graduate degree programs.

Program Administrator (14 hours)

SLMA 6164, 6264, and 6364 Internship for Program Administrator (Five semester hours required. These courses currently exist.)

Nine hours of graduate work in the specific program administrator area (e.g., special education program administrator or gifted and talented program administrator). Note: These courses are offered by the Department of Early Childhood and Special Education as part of their graduate degree programs.

b. New course descriptions

No new courses are required.

c. Program goals and objectives

The program is designed to provide leaders who are (1) strong educators with a focus on students’ needs and learning, (2) moral agents and social advocates for the children and communities they serve, (3) effective communicators with students, colleagues, and members of

the community, (4) effective managers of change, and (5) effective integrators of technology into the educational environment.

d. Expected student learning outcomes

Candidates who complete the SLMA program are educational leaders who have the knowledge and ability to promote the success of all students by:

- A. Facilitating the development, articulation, implementation, and stewardship of a district vision of learning supported by the school community.
- B. Promoting a positive school culture, providing an effective instructional program, applying best practice to student learning, and designing comprehensive professional growth plans for staff.
- C. Managing the organization, operations, and resources in a way that promotes a safe, efficient, and effective learning environment.
- D. Collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources.
- E. Acting with integrity, fairly, and in an ethical manner.
- F. Understanding, responding to and influencing the larger political, social, economic, legal, and cultural context of P-12 schooling.

12. Will the new option be offered via distance delivery?

Yes

13. Mode of delivery to be used

Blended delivery modes will be utilized that include face-to-face, WebCt, and compressed video.

14. Explain in detail the distance delivery procedures to be used.

Compressed video and WebCt will be used for delivery in areas remote from campus. We historically have delivered the current SLMA master's program using the blended delivery modes described above for the Ozarks Unlimited Resources Cooperative service area in Harrison, AR.

15. Is the degree approved for distance delivery?

Yes

16. List courses in option/concentration/emphasis. Include course descriptions for new courses.

See item 11a above.

17. Specify the amount of the additional costs required, the source of funds, and how funds will be used.

No additional costs are required. All courses are currently being taught.

Board of Trustees Notification

Date: _____

Chief Academic Officer: _____ Date: _____

EXECUTIVE SESSION

Executive session, for the purpose of considering personnel matters, was unanimously declared upon motion by Randy Sims with a second by Scott Roussel.

OPEN SESSION

Open session was unanimously declared upon motion by Patricia Bassett with a second by Kay Hinkle.

The following resolution was unanimously adopted upon motion by Randy Sims with a second by Scott Roussel:

“BE IT RESOLVED: That the Board of Trustees hereby approves the personnel list presented in executive session, provided however, that the administration is authorized to make corrections and changes of a clerical nature.”

There being no further business to come before the Board, the meeting was adjourned upon motion and second.

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

**Harold Chakales
Vice Chair**

**Scott Roussel
Secretary**

