

The Board of Trustees of the University of Central Arkansas convened in regular meeting at 2:00 p.m. Friday, December 17, 2010, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present

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

Mr. Rush Harding was absent.

### **MINUTES**

The minutes of the August 20, 2010 Board meeting and the October 1, 2010, teleconference meeting were unanimously approved as submitted upon a motion by Randy Sims with a second by Bobby Reynolds.

### **PRESIDENT'S REPORT**

The following is the President's Report:

1. End of the fall semester – tomorrow we celebrate the graduation of 702 students.

10:00 – College of Business Administration  
College of Education  
College of Fine Arts and Communication

1:30 - College of Health and Behavioral Sciences  
College of Liberal Arts  
College of Natural Sciences and Mathematics  
University College

2. We are excited about the opportunities that the construction of Bear Hall has for our campus' future.
3. This week we begin work on an updated Campus Master Plan.
4. We are in the last phase of putting together our campus strategic plan (a special thanks to Dr. Michael Schaefer and the Strategic Planning and Resource Committee). We hope to have a draft ready by the May Board of Trustees meeting.
5. Our first spring Global Education Project designed to bring international students to UCA for their semester abroad experience has an estimated 100 students arriving in January. These

students will take 12 credit hours and live in university housing. We hope to grow this program to 250-300 students each spring.

6. We have expanded our Chinese teacher's program through the UCA Confucius Institute from 9 to 18 for fall 2011. More to come!

A note of interest, with our spring Global Education project, we will have a record number of international students on campus – approximately 700. (Fall 2009 – 602)

7. Our Admissions Office have had a 10% increase in applications over this time last year. We had hoped for 25-30% but we will keep moving forward.

8. The Financial Aid Office is purchasing a software package – Net Calculator that will allow prospective and current students to identify exactly what financial packages they are eligible for.

9. The Farris Athletic Complex has added a new video board and scoreboard system, which is being paid via private funding. The baseball field has had major enhancements also via private funds. The women's volleyball team won the Southland Conference outright for the second straight year ( 15-1 conference record; 28-8 overall).

10. The fall phonathon exceeded its goal this year. Goal \$15,000; amount actually raised \$22,641.09.

11. On a financial note: Our progress continues. As Mrs. Newton will discuss, our cash position at the end of November, 2008 was approximately \$6 million, compared to November, 2010 cash position of approximately \$39 million. As they say, we've come a long way!

And finally, we will be asking you to support a proposal to provide our classified staff with a 2% across the board raise, effective January 1, 2011. As you know, the Governor removed his request to hold our approved raises for our non-classified at the end of November. These raises started showing up in their December 15 checks.

I know you, as I do, appreciate the tremendous job that our classified staff does. Yes, this wasn't budgeted but with your approval, we will find a way to make it happen.

Also, included in this request is to include non-classified employees hired between April 1 and September 30, 2010 since they were not included in the previous non-classified adjustments.

I would also like to express my appreciation to Dr. Chakales for his service as this year's chair of the Board.

Thank you and if you have any questions I will be glad to respond.

The President also introduced Dr. Graham Gillis, Associate Vice President for Human Resources and Alicia Haflich, Miss UCA.

Dr. Mike Schaefer, Chair of the Strategic Planning and Resources Council, gave the Board an update on the strategic planning progress.

Mrs. Diane Newton, Vice President for Administration and Financial Services, updated the Board on the University's finances. Reports are attached to these minutes.

Dr. Brad Teague gave a report on the Athletics camps held this summer. The report is attached to these minutes.

### **AUDIT COMMITTEE**

Bobby Reynolds, chair of the Audit Committee, reported that the committee met at 5:00 p.m., Monday, December 13, 2010. Several audits were reviewed, including the Honors College audit and the \$15,883.91 theft of SGA funds, and accepted by the committee.

### **STATEMENTS BY THE PRESIDENT OF THE STUDENT GOVERNMENT ASSOCIATION**

Meghan Thompson, President of the Student Government Association, addressed the Board. She did not submit a written statement.

### **ACTION AGENDA**

#### **Jewel Moore Nature Reserve**

**Background:** In June 1934, the Board of Trustees of Arkansas State Teachers College acquired forty acres of land on the southwest side of campus. This land, plus additional land already owned by the Board of Trustees, was used for farming and livestock purposes, until sometime in the 1940s.

According to information provided from the Dean's Office of the College of Natural Sciences and Mathematics (CNSM), Professor Jewel Moore began using the area as an outdoor classroom for environmental and biological studies in 1977.

On June 18, 1980, the Board of Trustees of the University of Central Arkansas established the "Jewel Moore Nature Reserve." The 1980 resolution provides as follows:

**"RESOLVED, that the Board agrees to the concept of designating an area on the southwest corner of the campus as a nature reserve. The Biology Department is encouraged to continue to give leadership in this effort."**

**“BE IT FURTHER RESOLVED, that it is not possible to forecast future needs with enough accuracy to make irrevocable commitments for this area. The intent of this resolution is that the nature reserve will be maintained so long as the Board of Trustees feels it is in the best interests of the university to do so.”**

In 1980, the nature reserve consisted of eight acres, five acres of “virgin” prairie and three acres of southern Red Oak and Sweet Gum climax forest typical of Arkansas River Valley lowland ecosystems.

**Existing Nature Reserve:** In 2004, then President Hardin advised the Board he would make a presentation to expand the area of the nature reserve.

This was never brought back before the Board of Trustees, but the President expanded the nature reserve to approximately 19 acres, with an approved trail system encompassing approximately 22 acres. This area is what the CNSM has been using as the nature reserve. The CNSM has established trails and other improvements in the nature reserve and has secured some external funding to help with the ecological restoration of some portions of the nature reserve.

**Current Proposal:** The faculty in the CNSM, in partnership with the Arkansas Natural Heritage Commission, has proposed that a portion of the existing nature reserve be permanently set aside and then used for environmental, scientific and educational uses. This would be through the establishment of what is known as a “**conservation easement.**”

Garver, LLC, has performed a survey of the nature reserve. Exhibit “1” is an aerial image, which shows the boundaries of the proposed nature reserve. **If approved by the Board of Trustees, it will consist of approximately 17.50 acres.**

In addition, the faculty and dean of the CNSM have proposed that the University grant to the Arkansas Natural Heritage Commission a “conservation easement” for this property. The purpose of the easement will be to “...assure that the Property will be retained forever in its natural condition” and used “solely for recreational, educational, conservation and wildlife purposes.”

If the conservation easement is granted, Articles of Dedication describing the land area will be filed with the Circuit Clerk of Faulkner County, Arkansas, and then the land will be dedicated in perpetuity for those uses. Exhibit “2” is the proposed Articles of Dedication and legal description of the 17.50 acres.

No changes could be made to the current uses of the property. The management of the nature reserve would be set forth in a management plan agreed to by the Arkansas Natural Heritage Commission, the dean of the UCA CNSM and the chair of the UCA Department of Biology. Exhibit “3” is the proposed management plan.

After discussion Randy Sims made the following motion with a second by Kay Hinkle:

The Jewel Moore Nature Reserve will remain undisturbed for five (5) years (December, 2015).

Chairman Chakales asked for a roll call vote and the motion passed with a four-to-two vote, with Scott Roussel and Victor Green voting no.

### **Board of Trustees Fund**

In 1995, the Board of Trustees established the “UCA Board of Trustees Fund.” The fund consists of year-end monies and other funds recommended by the President and specifically designated by the Board for inclusion in the fund. The fund was created to allow the University to support scholarships, plant maintenance, faculty development or other university needs. The Board must authorize any expenditures from this fund above \$25,000. The chair of the Board is proposing that \$50,000 per year for each of the next four years (\$200,000.00) be allocated from this fund for the benefit of the arts.

Mr. Sims questioned how the Board of Trustees Fund was funded. After discussion by the Board Kay Hinkle made a motion to table this request until more information pertaining to the funding of the Board of Trustees Fund was obtained. Randy Sims seconded the motion and it was passed with a unanimous vote.

### **Acceptance of Legislative Audit Report 2009-10**

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

The audit report findings for 2009-10 are included in the audit report submitted for the Board’s review and attached to these minutes.

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 accepts the audit report for the fiscal year 2010 as prepared by the Arkansas Division of Legislative Audit.”**

### **International Partnerships**

The administration seeks authorization from the Board of Trustees to continue to explore opportunities with international partners.

The Office of International Programs is interested in pursuing opportunities to develop cooperative partnerships abroad. However, the administration wants the Board to be aware of these efforts and to clearly state its support for such endeavors. It is hoped that any such partnerships will lead to faculty exchanges, student exchanges, study abroad opportunities and collaborations in numerous and various other ways. A second significant goal would be to attract international students to attend UCA.

The University has had some excellent international partners in the past. The University continues to nurture some of these partnerships and hopes to continue to pursue additional arrangements as they become available and when it is believed that such partnerships can be beneficial to the University. No binding commitments or significant expenditure of university resources will occur without final approval by the Board.

The following resolution was unanimously adopted upon motion by Randy Sims with a second by Bobby Reynolds:

**“BE IT RESOLVED: That the Board of Trustees authorizes the administration to explore opportunities with international partners with the hope of creating opportunities for faculty and students abroad and for recruiting international students in numerous and various other ways to attend the University of Central Arkansas.”**

### **Cost of Living Increase for Classified Employees**

The Arkansas Department of Higher Education, clarified that classified employees of higher education were eligible to receive the two percent (2%) salary increase referenced in a December 2<sup>nd</sup> announcement made by Governor Beebe.

The administration recommends providing this 2% salary increase to all classified employees effective January 1, 2011. Funding has been identified to create a permanent base adjustment to the budget covering the salary and associated fringes.

The administration also recommends providing this 2% salary increase (effective January 1, 2011) to a certain group of non-classified employees and faculty, those who were employed by the University from April 1, 2010 through September 30, 2010, and who did not qualify for the 2.25% salary increase. The 2.25% salary increase was approved by the Board as a part of the 2010-11 budget for non-classified employees and faculty who were employed by the University on April 1, 2010, and which is now being paid to those employees starting with the December 15<sup>th</sup> payroll.

The following resolution was unanimously adopted upon motion by Randy Sims with a second by Victor Green:

**“BE IT RESOLVED: That the Board of Trustees approves the revision of the current operating budget related to a two percent (2%) increase for classified employees and certain non-classified employees and faculty, effective January 1, 2011.”**

**BE IT FURTHER RESOLVED: That the Board of Trustees authorizes the operating budget for fiscal year 2010-11 be revised to include a two percent (2%) increase for classified employees as authorized by the Governor of Arkansas and confirmed by the Arkansas Department of Higher Education.**

**BE IT FURTHER RESOLVED: That the Board of Trustees authorizes the operating budget for fiscal year 2010-11 be revised to include a two percent (2%) salary increase for**

**certain non-classified employees and faculty, who did not receive the 2.25% salary increase.”**

## **NOTIFICATIONS AND DELETIONS**

### **Notification: Deletion of the BSE in Business & Marketing Technology**

The Provost and the President have accepted a recommendation by the College of Education to delete the BSE degree program in Business and Marketing Technology (Business Education). The program has been chronically under enrolled, and numbers of graduates have trended downwards over the past several years. The College of Education has determined that maintaining the program is an inefficient use of organizational resources. The dean has approved a phase-out plan to ensure that students currently enrolled in the program (five) can finish no later than the summer term, 2012.

Appropriate administrators have reviewed the proposed deletion and have recommended its approval.

Supporting materials (following pages): ADHE deletion notification form (LON-5), ADE acknowledgement





## LETTER OF NOTIFICATION – 5

### DELETION

(Certificate, Degree, Option, Organizational Unit)

**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**

Summer 2012

**5. Title of certificate, degree program, option, or organizational unit**

BSE, Business and Marketing Technology (Business Education)

**6. CIP code**

13.1303

**7. Degree code**

3715

**8. Reason for deletion**

Low enrollments

**9. Number of students still enrolled in program**

Five (5)

**10. Expected graduation date of last student**

Summer 2012

**11. Courses (prefix, number, title) to be deleted as a result of this action**

BMTE 2306 Methods and Materials for Teaching Occupational Survival Skills

BMTE 2320 Administrative Support Practices

BMTE 2364 Advanced Keyboarding and Document Formatting

BMTE 3364 Desktop Publishing and Multimedia Concepts

BMTE 3370 Introduction to Industrial Safety

BMTE 4311 Career Orientation

BMTE 4312 Activity Based Learning Experiences in Career Orientation

BMTE 4315 Occupational Analysis

BMTE 4325 Applications of Computers in Education and the Marketplace

BMTE 4340 Internship I

BMTE 4359 Methods of Vocational Business and Marketing Education

## LETTER OF NOTIFICATION – 5

### DELETION

(Certificate, Degree, Option, Organizational Unit)

**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**

Summer 2012

**5. Title of certificate, degree program, option, or organizational unit**

BSE, Business and Marketing Technology (Business Education)

**6. CIP code**

13.1303

**7. Degree code**

3715

**8. Reason for deletion**

Low enrollments

**9. Number of students still enrolled in program**

Five (5)

**10. Expected graduation date of last student**

Summer 2012

**11. Courses (prefix, number, title) to be deleted as a result of this action**

BMTE 2306 Methods and Materials for Teaching Occupational Survival Skills

BMTE 2320 Administrative Support Practices

BMTE 2364 Advanced Keyboarding and Document Formatting

BMTE 3364 Desktop Publishing and Multimedia Concepts

BMTE 3370 Introduction to Industrial Safety

BMTE 4311 Career Orientation

BMTE 4312 Activity Based Learning Experiences in Career Orientation

BMTE 4315 Occupational Analysis

BMTE 4325 Applications of Computers in Education and the Marketplace

BMTE 4340 Internship I

BMTE 4359 Methods of Vocational Business and Marketing Education

**Notification: Deletion of a Post-Master’s Certificate in Nursing**

At the request of ADHE staff, we have replaced the generic PMC in Nursing with the four discipline/practice-specific PMCs listed here:

<b>Award</b>	<b>CIP Code</b>	<b>Degree Code</b>	<b>Program Name</b>
PMC	51.3801	8513	Clinical Nurse Leader
PMC	51.3801	8516	Adult Nurse Practitioner
PMC	51.3801	8517	Family Nurse Practitioner
PMC	51.3801	8538	Nurse Educator

This deletion, then, simply completes the transition from the generic PMC to the discipline/practice-specific ones.

Supporting materials (following pages): ADHE Program Deletion Form (LON-5)



## LETTER OF NOTIFICATION – 5

### DELETION

(Certificate, Degree, Option, Organizational Unit)

**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**

Upon notification (fall 2010)

**5. Title of certificate, degree program, option, or organizational unit**

Post-Master's Certificate (PMC), Nursing

**6. CIP code**

51.3801

**7. Degree code**

8510

**8. Reason for deletion**

At the request of ADHE staff, we have replaced the “generic” PMC in Nursing with the four discipline/practice-specific PMCs listed here:

Award	CIP Code	Degree Code	Program Name
PMC	51.3801	8513	Clinical Nurse Leader
PMC	51.3801	8516	Adult Nurse Practitioner
PMC	51.3801	8517	Family Nurse Practitioner
PMC	51.3801	8538	Nurse Educator

This deletion, then, simply completes the transition from the generic PMC to the discipline/practice-specific ones.

**9. Number of students still enrolled in program**

None. Students who were in the generic PMC program have been moved to the appropriate discipline/practice-specific PMC program.

**10. Expected graduation date of last student**

N/A

**11. Courses (prefix, number, title) to be deleted as a result of this action**

N/A

**12. How will students in the deleted program be accommodated?**

N/A

**13. Are funds available for reallocation?**

N/A.

### **Notification: New Minor Program, Statistics**

The Provost and President have accepted the recommendation of the Department of Mathematics and the College of Natural Science and Mathematics that a new minor program in Statistics be made available to students. Three members of the mathematics faculty have the necessary credentials to teach in this program, and repeated inquiries from various undergraduate majors suggest that significant demand for the program exists. Several majors – including biology, business, chemistry, economics, physics, and psychology – will potentially benefit from the addition of the proposed minor. These fields and others increasingly require data analysis skills once students graduate from UCA and enter the workforce.

In addition to offering an attractive skill set to students who minor in Statistics, faculty members teaching in the minor will have the opportunity to identify exceptional undergraduates for statistical research projects. Students will benefit from experience with difficult, real world data applications, and faculty will benefit from the energy and vitality that students bring to research.

The minor in Statistics will require 18 hours. All of the courses already exist in the catalog under the Department of Mathematics:

MATH 2311 Statistical Methods I

MATH 3311 Statistical Methods II

MATH 3320 Linear Algebra

MATH 4371 Introduction to Probability

MATH 4372 Introduction to Statistical Inference

MATH 4373 Applied Statistics

Supporting document (following page): Curriculum Form 3





**UNIVERSITY OF CENTRAL ARKANSAS  
New Program Transmittal Form**

Department Mathematics Date 3/29/10

The program is:  UNDERGRADUATE  
 GRADUATE

Bulletin title of program (brief):

Statistics Minor

Brief description of program:

The following courses will comprise the minor in statistics:

MATH 2311 STATISTICAL METHODS I  
MATH 3311 STATISTICAL METHOD II  
MATH 3320 LINEAR ALGEBRA  
MATH 4371 INTRODUCTION TO PROBABILITY  
MATH 4372 INTRODUCTION TO STATISTICAL INFERENCE  
MATH 4373 APPLIED STATISTICS

18 hours

Proposed effective date for new program (term and year): Fall 2010

Program recommended by			
<u>Donna H. Jon</u>	<u>4/5/10</u>	Professional Education Council	Date
Department Curriculum Committee	Date		
<u>Randy Gravelle</u>	<u>4/5/2010</u>	General Education Council	Date
Department Chair	Date	<u>[Signature]</u>	<u>9/21/2010</u>
<u>K. Neil CF</u>	<u>5/6/2010</u>	Undergraduate Council	Date
College Curriculum & Assessment Committee	Date	Graduate Council	Date
Academic Planning & Assessment Committee	Date	<u>[Signature]</u>	<u>9-29-10</u>
<u>[Signature]</u>	<u>5/6/10</u>	Council of Deans	Date
College Dean	Date		

Program approved by		Program recorded by	
<u>[Signature]</u>	<u>10/1/2010</u>	Undergraduate/Graduate Studies, Registrar	Date
Provost	Date		

NOTE: During the academic year, program proposals must be received by the Undergraduate and/or Graduate Council at least one month before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

**EXECUTIVE SESSION**

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

**OPEN SESSION**

Open session was unanimously declared upon motion and a second.

The following resolution was unanimously adopted upon motion by Bobby Reynolds with a second by Victor Green:

**“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.**

Upon motion by Randy Sims with a second by Kay Hinkle, the Board unanimously voted to elect the following officers:

- Mr. Scott Roussel – Chair
- Mr. Bobby Reynolds – Vice Chair
- Mr. Victor Green - Secretary

There being no further business to come before the Board the meeting was adjourned upon motion by Scott Roussel with a second by Randy Sims.

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

\_\_\_\_\_  
**Harold Chakales**  
**Chair**

\_\_\_\_\_  
**Bobby Reynolds**  
**Secretary**