

The Board of Trustees of the University of Central Arkansas convened in regular meeting Friday, October 13, 1995 at 2:00 p.m. in the Fireplace Room with the following officers and members present, to-wit:

Chair:	Mr. Madison P. Aydelott III
Vice Chair:	Mr. Rush F. Harding III
Secretary:	Dr. Harold H. Chakales
	Mr. Jerry L. Malone
	Mr. Joe White

and with the following absent, to-wit:

Mrs. Elaine Goode
Mr. Dalda Womack

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

Minutes of the August 11, 1995 meeting were approved as circulated on motion by Mr. White with a second by Dr. Chakales.

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

Mr. Aydelott recognized the presidents of the Student Government Association, Staff Senate, and Faculty Senate who made statements to the Board. (See Appendices A, B & C attached.)

In response to Dr. Rogers statement, President Thompson distributed copies of the following items:

1. Student Semester Credit Hour Production by Instructor Status at Arkansas Four-year Public Institutions, Fall 1994. This information indicates that UCA is well within the acceptable range in regard to the number of part-time faculty when compared to other Arkansas institutions.
2. Information concerning tenure recommendations. President Thompson stated that he has never changed a tenure recommendation from the vice president for academic affairs.

President Thompson stated that he remains willing, as he has always been, to work with the Faculty Senate on university issues, but that requires a willingness on both sides.

### ACTION AGENDA

**Transfer of 1994-95 Bookstore Fund Balance to UCA Board of Trustees Endowment Fund** - The UCA Board of Trustees, at its August 11, 1995 meeting, established the UCA Board of Trustees Endowment Fund to provide an additional option for the university to effectively and prudently manage year-end and other monies that become available to the university. The fund is intended to consist of year-end monies and other funds (such as gifts and requests) that are recommended by the President and specifically designated by the Board of Trustees for inclusion in the fund. The purpose of the fund is to provide long-term support for the programs and operations of the university. This endowment will allow the university to support scholarships, plant maintenance, faculty development, or other university needs. The university would be prohibited from invading the principal amount placed into the endowment but would have access to the income from the fund. At the August meeting, the administration was instructed to establish this fund on the books and records of the university, without designating any funds to be allocated at that time.

The Board discussed possible funding sources for this endowment, including the use of the prior year UCA Bookstore fund balance. In fiscal year 1994-95, the UCA Bookstore's income exceeded expenditures by \$214,255. If these funds are placed in the UCA Board of Trustees Endowment Fund, the earnings can be used for purposes which will be beneficial to all UCA students and thereby can be, indirectly, returned to the student body. In previous years, the Bookstore's excess of income over expenditures was dedicated to capital construction projects and other projects that served the student body. The placement of these Bookstore funds into the endowment, would meet the requirements of the fund by effectively and prudently managing year-end university funds.

Dr. Chakales asked about plans for monies in the endowment. President Thompson explained that money dedicated to the endowment will be retained as investment; the income will be utilized in future years by the Board of Trustees for various campus projects.

Mr. Harding asked if UCA has defined purposes for which the funds will be used that will be beneficial to all students. President Thompson stated that such purposes have not yet been defined.

Mr. Malone asked "have we had any input or feedback from students regarding this proposal." President Thompson stated that a copy of the agenda book was given to the President of the Student Government Association with no response.

Mr. Harding asked if the administration plans to let the fund grow or will funds be disbursed annually. Mr. McCormack stated that it depends on what the needs are.

Mr. Harding moved that the proposed resolution be approved with the following amendment: that a committee consisting of appropriate individuals including an equal representation of students be formed to define purposes which would be beneficial to all UCA students and to make recommendations to the Board as to what should be done with investment earnings from this endowment which has been funded in the initial amount of \$214,255.

Mr. Malone asked "Is the establishment of the committee with the student participation a part of your motion?" Mr. Harding stated that it was. Mr. Malone seconded the motion.

The motion passed with Dr. Chakales abstaining. The chair voted aye.

Therefore, the following resolution was adopted:

**"BE IT RESOLVED: THAT THE ADMINISTRATION IS HEREBY AUTHORIZED TO TRANSFER \$214,255 OF 1994-95 EXCESS REVENUES OVER EXPENDITURES FROM THE UCA BOOKSTORE TO THE UCA BOARD OF TRUSTEES ENDOWMENT FUND, AND**

**BE IT FURTHER RESOLVED: THAT THE USE OF EARNINGS FROM THIS FUND WILL BE EXPENDED ONLY AFTER RECEIVING APPROVAL FROM THE UCA BOARD OF TRUSTEES.**

**BE IT FURTHER RESOLVED: THAT A COMMITTEE CONSISTING OF APPROPRIATE INDIVIDUALS INCLUDING AN EQUAL REPRESENTATION OF STUDENTS BE FORMED TO DEFINE PURPOSES WHICH WOULD BE BENEFICIAL TO ALL UCA STUDENTS AND TO MAKE RECOMMENDATIONS TO THE BOARD OF TRUSTEES AS TO WHAT SHOULD BE DONE WITH INVESTMENT EARNINGS FROM THIS ENDOWMENT."**

Dr. Chakales stated that he is not sure that this is the correct format. He further stated that he thinks that the intention is correct; however, it might be wiser for the administration to look at the issue and bring it back to the Board. Dr. Chakales stated that the Board should not get involved in the day-to-day operation of the university. He stated that it may be setting a very dangerous precedent.

**Elimination of Low Productivity BSE Degrees** - The appropriate administrators and committees recommend deletion of the following degrees: BSE in Art, BSE in French, BSE in Spanish, BSE in Biology, BSE in Chemistry, BSE in Physics, BSE in General Science, BSE in Physical Science, and BSE in Speech-Language Pathology. None of these degree programs has averaged more than two graduates per year over the last five years. Students can in all cases meet the requirements for teacher certification. Students currently enrolled in the degree programs will be allowed the necessary time to complete their degrees, but if the resolution is approved, no students will be allowed to enter these programs effective with the spring semester 1996.

Mr. Malone asked "In terms of degrees in biology and chemistry, what can a student get in those subject areas if the BSE is not there?"

President Thompson stated that student would generally receive a BS degree.

Dr. Bill Berry, Vice President for Academic Affairs explained that most of the students in those areas receive BS degrees. He stated that what is being proposed here with the BSE degrees is something that is done already in many Arkansas institutions, i.e. the students simply go through the BS degree program and pick up hours necessary to obtain teacher certification. He explained that it is widely understood by the public schools, the Department of Education, as well as the Department of Higher Education.

Mr. Malone asked if the appropriate committees are ad hoc or standing committees; and, will it increase the number of hours a student will have to take to get the BS degree if they must take additional courses to get their teacher certification.

Dr. Berry explained that these recommendations emerged from the departments directly affected and went through all appropriate administrators; no ad hoc committees were involved in that review. In addition, it does not affect the number of hours required to complete the degrees.

In response to a question from Mr. White, Dr. Berry stated that very few students are affected by the elimination of these degrees.

The following resolution was adopted upon motion by Mr. White with a second by Dr. Chakales:

**“BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES HEREBY APPROVES THE DELETION OF THE FOLLOWING DEGREE PROGRAMS WITH THE UNDERSTANDING THAT THOSE STUDENTS CURRENTLY ENROLLED IN THE PROGRAMS WILL BE GIVEN TIME TO COMPLETE THE DEGREE, BUT THAT NO STUDENT WILL BE ALLOWED TO ENTER THE PROGRAMS EFFECTIVE WITH THE SPRING SEMESTER 1996: BSE IN ART, BSE IN FRENCH, BSE IN SPANISH, BSE IN BIOLOGY, BSE IN CHEMISTRY, BSE IN PHYSICS, BSE IN GENERAL SCIENCE, BSE IN PHYSICAL SCIENCE, AND BSE IN SPEECH-LANGUAGE PATHOLOGY.”**

**Elimination of Low Productivity Graduate Degrees** - The appropriate administrators and committees recommend deletion of the following graduate degrees: MS in Rehabilitation Counseling, MS in Employment Counseling, EdS in Advanced Guidance Counseling, EdS in Advanced Guidance Supervision, and MSE in Library Media. Only the library media program has had any graduates in the last five years. That program stopped admitting students two years ago. Students currently enrolled in the degree programs will be allowed the necessary time to complete their degrees, but if the resolution is approved, no students will be allowed to enter the programs effective with the spring semester 1996.

The following resolution was adopted upon motion by Mr. White with a second by Dr. Chakales:

**“BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES HEREBY APPROVES THE DELETION OF THE FOLLOWING GRADUATE DEGREE PROGRAMS WITH THE UNDERSTANDING THAT THOSE STUDENTS CURRENTLY ENROLLED IN THE PROGRAMS WILL BE GIVEN TIME TO COMPLETE THE DEGREE, BUT THAT NO STUDENT WILL BE ALLOWED TO ENTER THE PROGRAMS EFFECTIVE WITH THE SPRING SEMESTER 1996: MS IN REHABILITATION COUNSELING,**

**MS IN EMPLOYMENT COUNSELING, EDS IN ADVANCED GUIDANCE COUNSELING, EDS IN ADVANCED GUIDANCE SUPERVISION, AND MSE IN LIBRARY MEDIA, AND**

**BE IT FURTHER RESOLVED: THAT ALL GRADUATE PROGRAMS NOT MEETING STATE PRODUCTIVITY STANDARDS BY MAY 15, 1998, BE PHASED OUT BEGINNING ON THAT DATE."**

**Credit Hour Requirements for Degrees** - The University of Central Arkansas has long established 124 credit hours as the minimum number of hours required for a baccalaureate degree and 60 credit hours as the minimum number required for an associate degree. A recent review reveals that a number of degree programs require more, and in some cases, substantially more, hours than these minimums. In an effort to ensure that a systematic review is given to those requirements, it would be appropriate to require that all baccalaureate degrees requiring more than 130 hours and all associate degrees requiring more than 63 hours be justified to and specifically approved by the Board. At a later time, these requirements may be extended to baccalaureate degrees requiring more than 124 hours and associate degrees requiring more than 60 hours.

Mr. Malone stated "The last couple of items on the agenda seem to keep reminding me of Bethany's comments in terms of where do the students come down on these things. I understand that we send them a copy of the agenda but I would be a lot more comfortable if we had a consistent way of knowing what the students thought about it. It might not change my vote but at least it would provide me with some information that could help me arrive at a decision."

President Thompson stated that the practice of having students sit on the academic council can be established if the faculty and academic administrators are willing to do so. He explained that it is not a common practice but if that is what the Board wishes to do it is certainly within the Board's power to do so.

The following resolutions were adopted as Board Policy No. \_\_\_\_\_ upon motion by Mr. White with a second by Dr. Chakales:

**"BE IT RESOLVED: THAT THE MAXIMUM NUMBER OF CREDIT HOURS REQUIRED BY THE UNIVERSITY OF CENTRAL ARKANSAS FOR THE BACCALAUREATE DEGREE SHALL BE 130. ANY COURSE OF STUDY REQUIRING MORE THAN 130 CREDIT HOURS FOR THE COMPLETION OF THE BACCALAUREATE DEGREE MUST BE SPECIFICALLY APPROVED BY THE BOARD OF TRUSTEES; AND**

**BE IT FURTHER RESOLVED: THAT THE MAXIMUM NUMBER OF CREDIT HOURS REQUIRED BY THE UNIVERSITY OF CENTRAL ARKANSAS FOR THE ASSOCIATE DEGREE SHALL BE 63. ANY COURSE OF STUDY REQUIRING MORE THAN 63 CREDIT HOURS FOR THE COMPLETION OF THE ASSOCIATE DEGREE MUST BE SPECIFICALLY APPROVED BY THE BOARD OF TRUSTEES; AND**

**BE IT FURTHER RESOLVED: THAT THESE RESOLUTIONS SHALL BE IMPLEMENTED EFFECTIVE JUNE 30, 1997."**

**Early Childhood Special Education Emphasis in Master's Degree Program in Special Education** - The University of Central Arkansas Department of Childhood and Special Education proposes to offer an early childhood special education certification program designed to improve the quality and increase the number of special educators available in Arkansas to deliver services to infants, toddlers, and young children with disabilities and their families.

This certification program is a collaborative effort between the College of Education and the College of Health and Applied Sciences. It will employ a transdisciplinary approach involving faculty from special education, early childhood education, speech-language pathology, physical therapy, and occupational therapy, with support from nursing, psychology/counseling, and family and consumer sciences (child development). The proposed program will prepare preschool teachers and others who work with infants and toddlers to meet Arkansas certification requirements in early childhood special education. A list of state certification requirements and UCA's equivalent courses is attached.

UCA is in a unique position to assist Arkansas in meeting a critical need in the preparation of personnel to work with the 0-5 population. It is the only Arkansas institution of higher education where departments exist in all the disciplines required for such a program. UCA has the faculty, library resources, and other resources necessary to ensure a successful program, as an Arkansas Department of Higher Education review has recently confirmed.

The proposal has been recommended by all appropriate UCA committees, councils, and administrators.

The course of study for the Early Childhood Special Education emphasis area follows:

**COURSE OF STUDY FOR PREPARATION**  
**OF THE EARLY CHILDHOOD SPECIAL EDUCATION PRACTITIONER**

(A track within the existing MSE degree program)

<b>CHED 6386</b>	<b>Principles of Child Development Applied To Early Childhood Education Programs</b>	<b>(3 Credit Hours)</b>
<b>ADSE 6380</b>	<b>Research Methods</b>	<b>(3 Credit Hours)</b>
<b>SPED 6313</b>	<b>Behavior Management in Special Education</b>	<b>(3 Credit Hours)</b>
<b>SPED 6330</b>	<b>Transdisciplinary Assessment of Young Children</b>	<b>(3 Credit Hours)</b>
<b>SPED 6358</b>	<b>Speech and Language Development for Handicapped Children</b>	<b>(3 Credit Hours)</b>
<b>SPED 6361</b>	<b>Medical Problems and Health Care Of Young Children with Disabilities</b>	<b>(3 Credit Hours)</b>
<b>SPED 6360</b>	<b>Families of Young Children with Disabilities</b>	<b>(3 Credit Hours)</b>
<b>SPED 6362</b>	<b>Current Issues in Planning and Program Development in Early Childhood Special Education</b>	<b>(3 Credit Hours)</b>
<b>SPED 6363</b>	<b>Methods and Materials for Early Childhood Special Education</b>	<b>(3 Credit Hours)</b>
<b>SPED 6354</b>	<b>Transdisciplinary Intervention with Young Children</b>	<b>(3 Credit Hours)</b>
<b>SPED 6610</b>	<b>Laboratory Practices in Early Childhood Special Education</b>	<b>(6 Credit Hours)</b>

**TOTAL CREDIT HOURS FOR DEGREE = 36**

Mr. Malone asked "Dr. Berry, what involvement was had to insure some diversity...? As I worked with the school district and the system I see a need for diversity as we design and develop programs like these because as we prepare these persons to go out and interact with these youngsters it is my belief that colleges and universities, not just UCA, but generally, are missing the mark and not totally preparing students to deal with the students who will be there once they arrive. And, I find that we have trained individuals who we expect the students to be totally prepared for them but they are not totally prepared to meet the students. Just as an example, I saw recently in the newspaper a first-year teacher had someone write an article about a special education student that was a child that was included in the regular classroom setting to allow mainstreaming but the teacher's concern that there was not some other place that child could be rather than in the mainstream and it seem to indicate to me that universities are not doing what they need to do, I guess, to provide that diversity training for the teacher to be ready for the students he or she will receive. So my question is what efforts were made in this program to include that diversity?"

Dr. Berry agreed that this problem does exist in colleges of education. He stated that field experiences that students go through in teacher training have become a good deal more extensive than they would have been a few years ago. Further, as part of those field experiences students are routed through several different kinds of school districts and schools. He stated that there is a specific emphasis on insuring that our students have contact with students representing all significant segments of the Arkansas population.

Dr. Jim Bowman, Dean of the College of Education, and Dr. Fred Litton, Chairman of the Department Childhood and Special Education, elaborated at Dr. Berry's request.

The following resolution was adopted upon motion by Mr. White with a second by Dr. Chakales:

**"BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES APPROVES THE ADOPTION OF A COURSE OF STUDY FOR AN EARLY CHILDHOOD SPECIAL EDUCATION TRACK WITHIN THE MASTER'S DEGREE PROGRAM IN SPECIAL EDUCATION, EFFECTIVE WITH THE SPRING TERM 1996."**

**Interim Policy on Conflict of Interest for Sponsored Research** - Effective with the month of October, the National Science Foundation and the National Institutes of Health will require that any institutions submitting proposals and employing more than fifty persons must maintain their own conflict of interest policies and must establish certain minimum requirements for those policies.

All proposals submitted to these two agencies after October 1, 1995, must demonstrate compliance with a Conflict of Interest Policy. The attached interim policy follows the federal regulations closely, although those regulations allow amendment based on review and experience. The interim policy has been considered by the Council of Deans and is recommended by the Council and the Vice President for Academic Affairs.

Dr. Bill Berry explained that the aim is for disclosure. Any faculty member whose research for which he is seeking grant funding might significantly affect his financial interests by the result of that research will have to report that fact.

Mr. Aydelott requested Mary Stallcup, University Counsel, to determine if failure to disclose carries a civil or criminal penalty, and, if criminal, how it affects the university and the individual.

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

**“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE ATTACHED INTERIM CONFLICT OF INTEREST POLICY IN ACCORDANCE WITH PROVISIONS SET FORTH BY THE NATIONAL SCIENCE FOUNDATION AND THE NATIONAL INSTITUTES OF HEALTH.”**

UNIVERSITY OF CENTRAL ARKANSAS  
INTERIM POLICY ON CONFLICT OF INTEREST  
FOR SPONSORED RESEARCH

POLICY

The University of Central Arkansas ("UCA") encourages the participation of its faculty in privately sponsored, government-sponsored, and University-sponsored research, to the extent that these activities do not conflict with the primary commitment of a faculty member to the teaching, research, and service missions of the University. The transfer of university-produced technology and public service involvement of various kinds are encouraged by the government and appear to serve the public interest.

All members of the UCA community are expected to conduct their affairs so as to avoid or minimize conflicts of interest and the appearance of a conflict of interest. State law prohibits university employees from using their positions to gain special privileges or exemptions for themselves or their immediate family members that are not available to the general public and from accepting gifts for performing their university duties. The UCA Faculty and Staff Handbooks address conflicts of commitment that may result from outside employment of university employees. The purpose of this policy is to set out the standards and procedures governing conflicts of interest in the context of university, other governmental, or privately sponsored research programs.

An investigator should avoid, where possible, acquiring any significant financial interest that could affect the design, conduct, or reporting of sponsored research or educational activities in which the investigator participates. Where a significant financial interest exists, the interest must be disclosed as required by this policy. A conflict of interest occurs when a reviewer under this policy reasonably determines that an investigator has a significant financial interest that could directly and significantly affect the design, conduct, or reporting of any sponsored research or sponsored educational activities. Where appropriate, conditions or restrictions should be imposed to manage, reduce, or eliminate actual or potential conflicts of interest.

DEFINITIONS

1. **Executive Unit Head.** The person having primary administrative authority over the unit in which the investigator is employed. This person will generally be the chair or the director of a center or institute but may be the dean, vice-president, or president. If any of these individuals has a conflict, this term shall refer to the head of the next level of administration.

2. **Immediate Family.** The investigator's spouse and dependent children as defined by the IRS.
3. **Investigator.** The principal investigator, the co-principal investigators, and any other person at the University who is responsible for the design, conduct, or reporting of sponsored research or sponsored educational activities. This definition includes research assistants such as graduate assistants and postdoctoral fellows but does not include those clerical or technical employees whose work can not reasonably be expected to influence the design, conduct or reporting of the sponsored research.
4. **Significant Financial Interest.** Anything of monetary value, including but not limited to salary or other payments for services, equity interests, and intellectual property rights. A significant financial interest does not include:
  - (A) Salary, royalties, or other remuneration from UCA;
  - (B) Ownership rights held by UCA, if UCA is an applicant under the Small Business Innovation Research Program or the Small Business Technology Transfer Program;
  - (C) Income from seminars, lectures, or teaching engagements sponsored by public or nonprofit entities;
  - (D) Income from service on advisory committees or review panels for public or nonprofit entities;
  - (E) An equity interest that when aggregated is both not more than \$10,000 and is not more than 5% ownership interest in any single entity; or
  - (F) Salary, royalties or other payments that when aggregated for the next twelve months, is expected to be not more than \$10,000.

## PROCEDURES

1. Investigators must submit a financial disclosure form before submitting a proposal for funding of sponsored research or sponsored educational activities. (A copy of the financial disclosure form is attached.) The investigators must submit an updated financial disclosure form, on an annual basis. In addition, investigators must update their financial disclosure

information if, at any time during the year, they acquire a new significant financial interest as defined by this policy.

2. The financial disclosure forms shall be submitted to the executive unit head for review. The executive unit head shall review the form and forward it to the dean of the appropriate college.

3. The dean (or an executive unit head who does not report to a dean) shall review the financial disclosure form, determine whether an actual or potential conflict of interest exists, and determine what conditions or restrictions, if any, should be imposed in order to manage, reduce, or eliminate such conflict of interest. The dean shall transmit the determinations to the investigator, and supply a copy of the determinations, financial disclosure forms, and actions taken to the Office of Sponsored Programs. The investigator shall comply with the determinations prior to the University's expenditure of any funds under the award.

4. Examples of conditions or restrictions that might be imposed to manage, reduce, or eliminate actual or potential conflicts of interest include:

- a. public disclosure of significant financial interest;
- b. monitoring of research by independent reviewers;
- c. modification of the research plan;
- d. disqualification from participation in all or that portion of the research that would be affected by the significant financial interests;
- e. divestiture of the significant financial interest; or
- f. severance of relationships that create actual or potential conflicts.

5. If the dean or executive unit head determines that imposing conditions or restrictions would be either ineffective or inequitable, and that the potential negative impacts that may arise from a significant financial interest are outweighed by interests of scientific progress, technology transfer, or the public health and welfare, then the dean or executive unit head may recommend that the research go forward without imposing such conditions or restrictions. Such a recommendation will be forwarded for review and approval to the Director of Sponsored Programs or designee, who shall be advised by a committee constituted as follows: one faculty representative selected by the Faculty Senate; one faculty representative selected by the

University Research Council; one faculty representative selected by the Graduate Council; one representative selected by the Council of Deans; and one representative from the College of Business, appointed by the Vice President for Academic Affairs. The names of the representatives selected will be submitted to the Office of Sponsored Programs by October 1 of each year. However, in any case, any significant financial interest that can not be managed, eliminated or reduced shall be disclosed to the sponsor of the research.

6. If an actual or potential conflict of interest is identified at any time subsequent to the University's initial report to the research sponsor, all reports will be made and the conflicting interest managed, eliminated or reduced, at least on an interim basis, within 60 days of the identification.

7. If any failure of an investigator to comply with the University's conflict of interest policy should result in a bias to the design, conduct, or reporting of the sponsored research or sponsored educational activities, the Office of Sponsored Programs will promptly notify the sponsor of the situation and of the corrective action taken or to be taken.

8. If any of the sponsored research activities or sponsored educational activities are performed by subgrantees, contractors, or collaborators, the Office of Sponsored Programs shall ensure that such entities provide appropriate financial assurances, either by requiring the entities to comply with this policy or providing similar financial disclosure information sufficient to allow the Office of Sponsored Programs to make the necessary certifications to the research sponsor.

9. Records of all financial disclosures and all recommendations and actions taken concerning an actual or potential conflict of interest shall be maintained in the Office of Sponsored Programs until at least three years after the termination or completion of the applicable sponsored project award, or the resolution of any government action involving the records.

10. Failure of any university employee to comply with this policy shall constitute grounds for disciplinary action consistent with the *UCA Faculty Handbook* (or *UCA Staff Handbook*, if applicable).

## RESPONSIBILITIES

1. Review of Financial Disclosures. Executive unit head, academic deans, and the Office of Sponsored Programs are responsible for the timely review of the initial financial

disclosure forms and the annual and ad hoc updates. The deans shall, in cooperation with the Office of Sponsored Programs, establish a system for distribution, receipt, processing and review of disclosure forms within the college.

2. Compliance. The Office of Sponsored Programs is responsible for implementation and compliance with this policy. The Office is responsible for assisting each college in setting up a procedure for complying with this policy. The Office of Sponsored Programs is responsible for reporting and certifying the University's Interim Conflict of Interest Policy and for keeping the appropriate external funding agencies informed if the University is unable to satisfactorily resolve an actual or potential conflict of interest.

### IMPLEMENTATION

Federal regulations require that all sponsored research proposals submitted after October 1, 1995, contain a certification that the University has adopted a conflict of interest policy in compliance with the regulations.

UNIVERSITY OF CENTRAL ARKANSAS  
FINANCIAL DISCLOSURE STATEMENT FOR COMPLIANCE WITH INTERIM  
POLICY ON CONFLICT OF INTEREST FOR SPONSORED RESEARCH

Name \_\_\_\_\_ Title \_\_\_\_\_

Department \_\_\_\_\_

1. Do you or your immediate family (spouse and dependent children as defined by IRS) have any significant (in the aggregate, having a value of \$10,000 or more, or comprising five percent or more of the equity in any single entity) financial interest that may reasonably be affected by the research or educational activities for which funding is sought? Include only those equity interests that are controlled by you or your family and not those managed by a third party, such as a mutual fund. (If yes, please list and describe in detail on an attached sheet.) YES/NO
2. Do you or your immediate family (as described above) reasonably expect to acquire or otherwise receive any significant financial interest (as described above) during the next year, which interest may reasonably affect the research or educational activities for which funding is sought? (If yes, please list and describe in detail on an attached sheet.) YES/NO
3. Are you or any member of your immediate family (as described above) an inventor of intellectual property, the value of which could reasonably be affected by the research or educational activities for which funding is sought. (If yes, please list and describe in detail on an attached sheet.) YES/NO
4. Do you or any member of your immediate family (as described above) have, or expect to have within the next year, any employment, consulting or other relationship with a sponsor of your research or educational activities or with an entity that may reasonably be affected by your research or educational activities? (If yes, please list and describe in detail on an attached sheet.) YES/NO
5. Do you or your immediate family have any relationships or commitments, not described above, that could present or give the appearance of presenting a conflict of interest concerning any of your research or educational activities? (If yes, please list and describe in detail on an attached sheet.) YES/NO
6. If your answer to any of the foregoing questions raises a conflict, potential conflict, or appearance of a conflict of interest, please attach a plan for eliminating, reducing or managing the conflict or interest.

NOTE: Do not include any remuneration from the University of Central Arkansas in your response to any of the questions on this form.

\_\_\_\_\_  
Signature of Investigator

\_\_\_\_\_  
Date

**Board Policies Book (Section 700 - Student Affairs)** - The proposed Student Affairs section of the Board Policy Book will collect and update policies relating to students. Various minor changes were made to the student residency requirements (No. 700) in order to reflect the University's existing practice. Residency required to establish domicile was reduced from twelve months to six months to comply with State Board of Higher Education Policy.

Policies concerning visitation in residence halls and self-regulating hours have become obsolete and have been eliminated. The Administration suggests that this area be governed by administrative regulations rather than Board policy, as it is subject to more frequent changes. The Administration is currently working with the appropriate student and other groups to consider revisions of existing visitation procedures. The mandatory residence hall requirements for international programs students (No. 702) have been revised to conform with the requirements for all freshmen students (No. 701). A minor change was made to the policy for student organizations that schedule university facilities (No. 703).

In 1986 the Board approved a policy for voluntary drug testing for student organizations. As far as can be determined, the policy has not been exercised. Some of the language in the policy is confusing. For all of these reasons, the proposed section would delete the policy. All other policies in this section remain unchanged.

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

**"BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES HEREBY ADOPTS THE ATTACHED SECTIONS 700 - 707 OF THE BOARD POLICY, PROVIDED, HOWEVER, THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE."**

Student Affairs - 700.00

- 700 Student Residency Regulations
- 701 Mandatory Residence Hall Requirements  
~~Visitation in Residence Halls~~  
~~Residence Halls — Self Regulating Hours~~
- 702 Mandatory Residence Hall Requirements for  
International Programs Students
- 703 Student Organizations Scheduling University  
Facilities
- 704 Leasing University Property to Student  
Organizations  
~~Drug Testing for Student Organizations~~
- 705 Approval for Greek Organizations to Purchase or  
Rent Property Off Campus
- 706 Involuntary Administrative Withdrawal
- 707 Student Possession, Storage or Use of Firearms

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 700

Subject: Student Residency Regulations

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Date Adopted 11/71 Revised 12/89\*

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The purpose of these rules is to enable the administrative officers of the University of Central Arkansas to comply with the law in classifying students, for the purpose of paying fees, as either "in-state" or "out-of-state" so as to accord fairness and equity to the students of the University and at the same time to protect the interests of Arkansas taxpayers from unfounded claims advanced for the purpose of evading payment of proper charges for educational services.

No student shall be admitted to UCA and be classified as an "in-state" student for student fee purposes unless he or she is a bona fide domiciliary of Arkansas and has resided in this State in that status for at least six\* consecutive months prior to the beginning of the term or semester for which the fees are to be paid.

An out-of-state student enrolled for a full, or substantially full, program of courses or credits at an educational institution is considered to be in Arkansas primarily for the purpose of attending school and not for the purpose of establishing in good faith a true, fixed and permanent home constituting an Arkansas domicile. Continued presence in Arkansas during vacation periods or during a period or periods when not enrolled in an educational institution, where any one such period does not extend for at least twelve continuous months, shall not justify reclassification to an in-state student status.

Initial classification as an out-of-state student shall not prejudice the right of that student to be reclassified thereafter for following semesters or terms of enrollment as an in-state student, provided he or she has actually acquired a bona fide Arkansas domicile and has resided in Arkansas thereafter for ~~twelve~~ six\* continuous months duration as such domiciliary prior to his or her reclassification by the University. In similar manner, an in-

state student shall be reclassified for future semesters and terms where his or her domicile is moved to some other State. For University purposes, a local domicile, together with residing here as such for twelve continuous months or more, is acquired through Arkansas coming to be one's home and one's residence as distinguished from a temporary sojourn in Arkansas as a student, and involves the probability of remaining in Arkansas beyond graduation. The single fact of presence in Arkansas for at least twelve continuous months of attendance as a student enrolled in UCA, or in any other colleges or universities in Arkansas, neither constitutes nor necessarily precludes the acquisition of a basis for reclassification, but is a factor to be considered.

The responsibility for registering under the proper classification for this purpose is placed upon the student, and it is the duty of each student at each time of registration, if there be any question of his or her proper classification or reclassification for fee purposes, to raise the question of his or her status with the Office of Admissions in order to have such question settled by the Director of Admissions. Any classification initially on enrolling and on re-enrolling in the University, or any reclassification made or concurred in by the Director of Admissions may be appealed for review and determination to the ~~Administrative Vice President who, in his~~ a committee appointed by the President. Decisions of this committee may be appealed for review and determination to the Vice President for Public Affairs who, in his or her discretion, shall conduct informal hearings, receive evidence, and make an investigation as may be appropriate ~~so that he may in order to~~ render a decision with notice thereof to the affected student. Written notice of such appeals procedure shall be provided to each student raising the question of his or her status with the Director of Admissions.

A student from outside of Arkansas shall have the burden of establishing by proof any claim that he or she is entitled to be treated as an in-state student for fee purposes, and evidence to that effect must be presented in writing, verified under oath by the student. Mere self-serving claims of local domicile and duration of stay are of little weight. A student who knowingly gives erroneous information in an attempt to evade payment of out-of-state fees shall be subject to dismissal from the ~~College University~~.

In determining proper classification and reclassification of students for fee purposes, the following rules and definitions shall be used for guidance:

(1) "Domicile," in order to constitute one an "in-state" student, means that Arkansas is the legal home and place of permanent living of such student for all purposes, and that the intention to make one's permanent home here has been manifested objectively by good faith acts, and that mere physical presence here is alone insufficient. In this sense, domicile is the equivalent of a legal residence. The rule requires that a domiciliary of Arkansas be also physically present in such domiciliary status in Arkansas for at least six\* continuous months prior to recognition of that status for fee purposes.

(2) For purposes where the student's status is dependent upon the domicile and place of his or her parent or parents, the definition in (1) above shall govern the determination of domicile of the parents. Neither the mere fact of presence in Arkansas with his or her children while the latter are attending the University or some other educational institution or institutions in Arkansas, nor the mere ownership of property located in Arkansas is sufficient proof of such local domicile and place of residing, but are to be considered together with all pertinent circumstances.

(3) The domicile and legal residence of a minor student is the same as: (a.) That of the parents or surviving parent; or (b.) That of the parent to whom custody of the minor has been awarded by a divorce or other judicial decree; or (c.) That of the parent with whom the minor in fact makes his home, if there has been a separation of parents without a judicial award of custody; or (d.) That of an adoptive parent, where there has been a legal adoption, even though the natural parents or parent be living; or (e.) That of a "natural" guardian, such as a grandparent or other close relative with whom the minor in fact makes his home, where the parents are dead or have abandoned the minor.

(4) Appointment of a guardian in a State outside of Arkansas will attribute the domicile of the minor student to that of his or her out-of-state guardian. Establishment of guardianship or adoption for the purpose of evading fees will not be recognized.

(5) A minor emancipated by the law of his domicile or on reaching the legal age of majority has the power which any adult has to acquire a different domicile and a different place of

residing; however, his prior domicile of origin continues until he clearly establishes a new one. Marriage constitutes emancipation of minors, both male and female.

~~(6) The domicile of a female is the same as that of her husband so long as she lives with him. An out of state female becomes eligible for in state status for University fee purposes following her marriage at such time when her husband is, or has been, domiciled in Arkansas and has resided thereafter in Arkansas for twelve continuous months; conversely, an in state female loses that status on marriage to a husband who is not domiciled in Arkansas under these rules.~~

(6) For either an adult or an emancipated minor to acquire a domicile in this State he must have permanently left his parental home, must have established a legal home (domicile) of permanent character in Arkansas other than for attendance in school here, and resided here for ~~twelve~~ **six\*** continuous months as an Arkansas domiciliary, and must have no present definite intent of removing therefrom as of a time certain.

(7) Determination of local domicile shall be based on a review of all pertinent factors and circumstances which collectively may reasonably be deemed to objectively manifest a state of mind regarding domicile.

(8) Students living in the States bordering Arkansas who receive mail at an Arkansas post office are not domiciliaries of Arkansas.

**(9) If a member of the Armed Forces is stationed in the State of Arkansas pursuant to military orders, he or she and his or her unemancipated dependents shall be entitled to classification as in-state students for fee paying purposes.**

\* Revised to conform with SBHE policy.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 701

Subject: Mandatory Residence Hall Requirements Page 1 of 1

Date Adopted 4/71 Revised 8/83, 2/88

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All unmarried full-time freshmen students who enter with less than 21 semester hours credit are required to live in a residence hall for two semesters. (However, freshmen are not required to live in any particular residence hall.) UCA feels that the residence experience adds to the students' overall academic and personal development and, therefore, is an essential and vital part of the total college experience. There will be numerous programs for the new students in the halls, coordinated through the central Housing Office, which will encompass the academic, social, and recreational areas of development.

Students living with parents, legal guardians, or close relatives are exempt from this policy. Living with a close relative is defined as any place of abode owned, rented, or leased and occupied by a grandparent, married brother or sister, aunt, or uncle.

Also, any individual who is over 21 years of age at the beginning of his/her first semester at UCA, or a transfer student who has lived in a residence hall at another campus for two or more semesters, will be exempt from this requirement.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number:

Subject: ~~Visitation in Residence Halls~~ Page 1 of 1

Date Adopted ~~6/74~~ Revised ~~6/87~~

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~~The following are conditions regarding visitation in lounges of residence halls:~~

- ~~1. Visitation in women's residence halls by men students and in men's residence halls by women students will be limited to the lobby and lounge area, only.~~
- ~~2. Entrance and exit to the women's halls by men visitors and to the men's halls by women visitors will be made by the front or main entrance, only.~~
- ~~3. Men visitors to women's residence hall lounges and women visitors to men's residence hall lounges must be accompanied by a resident of the hall visited.~~
- ~~4. Visiting hours will be limited as follows:  
12:00 noon to midnight (Sunday Thursday)  
12:00 noon to 2:00 a.m. (Friday Saturday).~~
- ~~5. A resident hall staff member will be on duty in the lobby and lounge area at all times during visiting hours.~~
- ~~6. The head resident will make periodic visits to the lobby or lounge area during visiting hours.~~

~~UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY~~

~~Policy Number:~~

~~Subject: Residence Halls Self Regulating Hours Page 1 of 2~~

~~Date Adopted 11/72 Revised \_\_\_\_\_~~

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~~Self Regulating Hour Policy:~~

~~All women resident students at University of Central Arkansas may have the privilege of Self Regulating Residence Hall Hours. Women students under 21 years of age may obtain this privilege by receipt of consent of a parent or legal guardian. Women students over 21 years of age may secure the privilege of Self Regulating Hours by application to the Housing Director.~~

~~Definition of Self Regulating Hours:~~

~~Self Regulating Hours permit a woman resident student to come and go at her discretion any hour of the day or night without signing in or out of the residence hall.~~

~~Procedure for Granting Self Regulating Hour Privileges:~~

~~1. A woman resident student under 21 years of age who wishes to have the privilege of Self Regulating Hours may pick up the Parental Consent form from her Head Resident. This form must be signed by a parent or legal guardian, notarized and returned by mail to the Housing Director, UCA. Upon receipt of this Parental Consent form, properly signed and notarized, the Housing Director will prepare a Self Regulating Hour Identification Card. This card will be picked up at the office of the Housing Director.~~

~~2. A woman resident student over 21 years of age may request this privilege from the Dean of Women and the Self Regulating Hour Identification Card will be prepared and presented to her at the time the request is made.~~

~~Use of Self Regulating Hour Privileges:~~

~~A resident student who has been granted the Self Regulating Hour Identification Card may leave the residence hall after closing hours and the door will automatically relock. When she returns to the residence hall she will switch on a blue special entrance light at the front door of her residence hall and await a Security Officer to admit her. A Security Officer on duty will make the rounds of the women's residence halls every fifteen minutes to admit the resident student upon presentation of her Student Identification Card along with her Self Regulating Hour Identification Card.~~

Loss of Privilege:

~~It is understood that a resident student who has been granted Self Regulating Hour privilege may have this privilege revoked due to disciplinary action.~~

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 702

Page 1 of 1

Subject: Mandatory Residence Hall Requirements for  
International Programs StudentsDate Adopted 12/92 Revised \_\_\_\_\_

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All international students are required to spend ~~one calendar year~~ two semesters living in a UCA residence hall. Only students who meet the following criteria will be exempt from this policy:

- A. Student is 21 years of age or older, or
- B. Student is married and is residing with spouse, or
- C. Student is in graduate school.

Students with special requirements may petition the housing exemption committee to gain exemption from this policy.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 703

Page 1 of 1

Subject: Student Organizations Scheduling University  
FacilitiesDate Adopted 6/85 Revised \_\_\_\_\_

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Effective July 1, 1985, it will be the policy of the University that student organizations scheduling activities in University facilities (except regular meetings held in space assigned to organizations exclusively for that purpose) will be expected to meet the following requirements:

- 1) the faculty/staff adviser of the student organization must sign the request for the reservation of space;
- 2) the faculty/staff adviser must agree that he/she will be present throughout the scheduled activity acting both as an adviser and as the University's representative at that particular event;
- 3) the adviser agrees that in the event of an unforeseen emergency that prevents his/her attending, an acceptable substitute faculty/staff adviser will be secured and will have the approval of the Vice President for Student Affairs or the ~~President of the University~~ Vice President's designee in advance of the activity. Failure of the adviser to attend or failure to secure an acceptable substitute will cause the organization to cancel the scheduled event.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 704

Page 1 of 1

Subject: Leasing University Property to Student Organizations

Date Adopted 6/84 Revised \_\_\_\_\_

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The administration is authorized to negotiate leases of University property to student organizations for the purpose of constructing facilities. Each lease must have prior approval of the Board before it is effective. All facilities constructed under such leases will be considered University facilities and will be governed by applicable regulations in the UCA Student Handbook.

~~UNIVERSITY OF CENTRAL ARKANSAS~~  
~~BOARD POLICY~~

Policy Number: \_\_\_\_\_

Subject: ~~Drug Testing for Student Organizations~~ \_\_\_\_\_ Page 1 of 1

Date Adopted 6/86 \_\_\_\_\_ Revised \_\_\_\_\_

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~~The Board of Trustees approved a drug testing program for student organizations under the following guidelines:~~

- ~~1. All testing will be done on a voluntary basis, and each individual will be asked to sign a consent form indicating a willingness to be tested if he/she is asked. These forms would be distributed to all members of groups or organizations for whom a drug testing program is planned. No student will be asked to be tested who did not previously sign the consent form.~~
- ~~2. The individual directly administratively responsible for the organization will be the only one to determine who will be tested and when the test is to be administered.~~
- ~~3. Each specimen will be sent to the laboratory by number, so only the individual directly administratively responsible for the organization will know who is being tested.~~
- ~~4. Any specimen that tests positively will be retested in two weeks.~~
- ~~5. Positive drug tests will be treated the same as illness or injury to the individual tested.~~
- ~~6. Testing in this program will be done for marijuana and cocaine initially.~~

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 705

Page 1 of 2

Subject: Approval for Greek Organizations to Purchase or Rent  
Property Off CampusDate Adopted 8/89 Revised \_\_\_\_\_

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The Board of Trustees hereby authorizes the Administration to allow Greek organizations to purchase or rent property off campus, if done under the following standards which will be required in order to maintain official recognition by UCA:

(1) The organization will obtain the approval and support of its local alumni board, national office, or appropriate governing body.

(2) The organization will develop a set of "house rules" and have these rules approved by the appropriate governing body. Additionally, these rules must be approved and placed on file with the Vice President for Student Affairs prior to occupancy of the property. Approved "house rules" must contain a minimum of the following:

- (a) Appropriate visitation policy;
- (b) policies concerning alcoholic beverages and prohibiting the possession or use of illegal drugs and controlled substances;
- (c) procedures for regular safety and maintenance inspections;
- (d) identification of items that cannot be used, possessed, or stored on fraternity property;
- (e) provisions for parking; and
- (f) identification of quiet hours.

(3) The organization will have a Resident Counselor who is selected by the appropriate governing board.

(4) The organization will establish procedures to appropriately discipline members who violate "house rules" or local or state laws.

The Administration is hereby authorized and directed to consider the following criteria in granting approval to purchase or rent property off campus: size of organization, financial stability, "house rules," support of governing body, location or property, and agreement to work with local city officials to meet local zoning requirements.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 706

Subject: Involuntary Administrative Withdrawal Page 1 of 5

Date Adopted 9/90 Revised \_\_\_\_\_-----  
**I. STANDARDS FOR WITHDRAWAL**

1. A student will be subject to involuntary administrative withdrawal from the University, or from University housing, if it is determined, by a preponderance of evidence, that the student is suffering from a mental disorder (as defined by the current American Psychiatric Association Diagnostic Manual), and, as a result of the mental disorder:
  - (a) engages, or threatens to engage, in behavior which poses a danger of causing physical harm to self or others, or,
  - (b) engages, or threatens to engage, in behavior which would cause property damage, or directly and substantially impede the lawful activities of others and the University's accomplishment of its mission.
2. These standards do not preclude removal from the University, or University housing, in accordance with provisions of the residence hall contract, or other University rules and regulations.

**II. REFERRAL FOR EVALUATION**

1. The Dean of Students may refer a student for evaluation by an independent licensed psychiatrist or psychologist chosen by the institution, if the Dean, after consultation with the Director of Counseling Services, reasonably believes that the student may meet the criteria set forth in Section I., 1., or if a student subject to disciplinary charges wishes to introduce relevant evidence of any mental disorder.

2. Students referred for evaluation in accordance with this section shall be so informed in writing, either by personal delivery or by certified mail and shall be given a copy of these standards and procedures. The evaluation must be completed within five business days from the date of the referral letter, unless an extension has been granted by the Dean in writing. Students may be accompanied by a licensed psychologist or psychiatrist of their choice, at their own expense, who may observe but not participate in the evaluation process. Legal representation will not be permitted.
3. Any pending disciplinary action may be withheld until the evaluation is completed, in the discretion of the Dean of Students.
4. A student who fails to complete the evaluation in accordance with these standards and procedures may be withdrawn on an interim basis, as set forth in Section III. 1-4, or referred for disciplinary action, or both.

### III. INTERIM WITHDRAWAL

1. An interim administrative withdrawal may be implemented immediately if a student fails to complete an evaluation, as provided by Section II., 1-2, of these standards and procedures. Also, an interim withdrawal may be implemented immediately if the Dean of Students or a designee, in consultation with the Director of Counseling Services of designee, determines that any student may be suffering from a mental disorder, and the student's behavior poses an imminent danger of:
  - (a) causing serious physical harm to the student or others, or,
  - (b) causing property damage, or directly and substantially impeding the lawful activities of others and the University's accomplishment of its mission.
2. A student subject to an interim withdrawal shall be given notice of the withdrawal either by personal delivery, by certified mail, or by verbal notice with written confirmation provided within 24 hours and shall be given

a copy of these standards and procedures. The student shall then be given an opportunity to appear personally before the Dean of Students, or a designee, within two business days from the effective day of the interim withdrawal, in order to review the following issues only:

- (a) the reliability of the information concerning the student's behavior;
  - (b) whether or not the student's behavior poses a danger of causing imminent, serious physical harm to the student or others, causing property damage, or directly and substantially impeding the lawful activities of others and the University's accomplishment of its mission;
  - (c) whether or not the student has completed an evaluation, in accordance with these standards and procedures.
3. A student subject to interim withdrawal may be assisted in the proceeding specified at Section III, 2., by a family member and a licensed psychologist or psychiatrist, or in lieu of a licensed psychologist or psychiatrist, by a member of the faculty or staff of the institution.\* Furthermore, the student may be accompanied by legal counsel, although the role of counsel will be limited to providing legal advice to the student. Students will be expected to speak for themselves whenever possible.
4. An informal hearing, as provided in section IV, will be held within five business days after the student has been evaluated by the appropriate mental health professional. Such evaluation should be undertaken within two business days after the student submits a proper request for an appointment. The student will remain withdrawn on an interim basis pending completion of the informal hearing, but will be allowed to enter upon the campus to attend the hearing, or for other necessary purposes, as authorized in writing by the Dean of Students.

\*In this section, and in Section IV, 1.(d), a university faculty or staff member who is an attorney will be regarded as "legal counsel."

#### IV. INFORMAL HEARING

1. Students subject to an involuntary withdrawal shall be accorded an informal hearing before the Dean of Students, or a designee. The following guidelines will be applicable:

- (a) Students will be informed of the time, date and location of the informal hearing, in writing, either by personal delivery or certified mail, at least three business days in advance.
- (b) The entire case file, including an evaluation prepared pursuant to Section II, 1., of these standards and procedures, and the names of prospective witnesses, will be available for inspection by the student in the Dean of Students' office during normal business hours.

That file, which should be available at least two business days before the informal hearing, need not include the personal and confidential notes of any institutional official or participant in the evaluation process.

- (c) The informal hearing shall be conversational and non-adversarial. Formal rules of evidence will not apply. The Dean or designee shall exercise active control over the proceedings to avoid needless consumption of time and to achieve the orderly completion of the hearing. Any person who disrupts the hearing may be excluded.
- (d) The student may choose to be assisted by a family member and a licensed psychologist or psychiatrist, provided at his/her own expense, or, in lieu of a licensed psychologist or psychiatrist, by a member of the faculty or staff of the institution. Furthermore, the student may be accompanied by legal counsel, although the role of counsel will be limited to providing legal advice to the student.

- (e) Those assisting the student, except for legal counsel, will be given reasonable time to ask relevant questions of any individual appearing at the informal hearing, as well as to present relevant evidence.
- (f) The informal hearing may be conducted in the absence of a student who fails to appear after proper notice.
- (g) The informal hearing shall be tape recorded by the Dean or designee. The tape(s) shall be kept with the pertinent case file for as long as the case file is maintained by the institution.
- (h) A written decision will be rendered by the Dean or designee within five business days after the completion of the informal hearing. The written decision, which will be mailed or personally delivered to the student, will contain a statement of reasons for any determination leading to involuntary withdrawal. The student will also be advised as to when a petition for reinstatement would be considered, along with any conditions for reinstatement.
- (i) The decision of the Dean or designee shall be final and conclusive and not subject to appeal.
- (j) If the student has been charged with a disciplinary violation, and a decision is made not to involuntarily withdraw the student, the student will be returned to the disciplinary process for a hearing on the charges.

**V. PROCEDURES IF STUDENT IS CHARGED WITH A VIOLATION OF DISCIPLINARY REGULATIONS**

1. A student accused of violating University disciplinary regulations may be diverted from the disciplinary process and withdrawn in accordance with these standards, if the student, as a result of mental disorder:

- (a) lacks the capacity to respond to pending disciplinary charges, or
- (b) Students subject to disciplinary charges who wish to introduce relevant evidence of any mental disorder must so inform the Dean of Students in writing at least two business days prior to any disciplinary hearing. If the Dean determines that the evidence may have merit, the case shall then be resolved in accordance with these standards and procedures. Thereafter, if it is determined that the student does not meet the criteria set forth in part three, the case will be returned to the disciplinary process. Evidence of any mental disorder may not be admitted into evidence or considered by the hearing panel at any disciplinary proceeding.

#### **VI. DEVIATIONS FROM ESTABLISHED PROCEDURES**

1. Reasonable deviations from these procedures will not invalidate a decision or proceeding unless significant prejudice to a student may result.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 707

Page 1 of 1

Subject: Student Possession, Storage or Use of Firearms

Date Adopted 12/92 Revised 8/93

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. Any student possessing, storing, or using a firearm on university controlled property or at university sponsored or supervised functions, unless authorized by the university, will be suspended from UCA for a period of not less than three years unless a waiver of the suspension is granted by the President upon the recommendation of the Vice President for Student Affairs.

The statutory definitions are as follows:

- (1) "Purposely." A person acts purposely with respect to his conduct or a result thereof when it is his conscious object to engage in conduct of that nature or to cause such a result;
- (2) "Knowingly." A person acts knowingly with respect to his conduct or the attendant circumstances when he is aware that his conduct is of that nature or that such circumstances exist. A person acts knowingly with respect to a result of his conduct when he is aware that it is practically certain that his conduct will cause such a result;
- (3) "Recklessly." A person acts recklessly with respect to attendant circumstances or a result of his conduct when he consciously disregards a substantial and unjustifiable risk that the circumstances exist or the result will occur. The risk must be of a nature and degree that disregard thereof constitutes a gross deviation from the standard of care that a reasonable person would observe in the actor's situation;
- (4) "Negligently." A person acts negligently with respect to attendant circumstances or a result of his conduct when he should be aware of a substantial and unjustifiable risk that the circumstances exist or the

result will occur. The risk must be of such a nature and degree that the actor's failure to perceive it, considering the nature and purpose of his conduct and the circumstances known to him, involves a gross deviation from the standard of care that a reasonable person would observe in the actor's situation."

Alcohol Policy Exemption - Celebration of Mass - The Board of Trustees Policy No. 405 provides as follows:

No alcoholic beverages will be served on any occasion on university premises, except at the President's House.

One of UCA's student organizations, the Catholic Campus Ministry ("CCM"), conducts mass in the Ferguson Chapel three times a month. CCM has requested an exemption from the alcohol policy for the wine used during the celebration of mass.

An exemption would be consistent with the position taken by the Arkansas General Assembly regarding the state's criminal prohibitions concerning alcohol. It is illegal to knowingly furnish wine to a minor, but there is an exception for wine used in "any religious ceremony or rite in any established church or religion". A.C.A. 3-3-202. While it is unlawful for a minor to possess wine, wine in the body of a minor is not considered to be in his or her possession. A.C.A. 3-3-203. The prohibition against "consuming" alcohol in public contains an exemption for alcohol consumed as a part of a recognized religious ceremony or ritual. A.C.A. 5-71-212.

An exemption would allow the University to make reasonable accommodations for the religious beliefs of the CCM members. The exemption should contain reasonable restrictions concerning place, amount of wine, and persons who may lawfully possess the wine.

The following resolution was adopted upon motion by Mr. White with a second by Dr. Chakales:

**"BE IT RESOLVED: THAT BOARD POLICY NO. 405 BE AMENDED TO ALLOW THE FOLLOWING EXEMPTION:**

**THE CATHOLIC CAMPUS MINISTRY SHALL BE ALLOWED TO SERVE WINE DURING THE CELEBRATION OF MASS AT FERGUSON CHAPEL; PROVIDED THAT THE AMOUNT OF WINE BROUGHT ON CAMPUS SHALL BE NO MORE THAN THE AMOUNT REASONABLY ANTICIPATED TO BE NECESSARY FOR THE RELIGIOUS CEREMONY, AND THAT THE WINE SHALL AT ALL TIMES REMAIN IN THE POSSESSION OF AN INDIVIDUAL AT LEAST 21 YEARS OF AGE WHO SHALL BE A CCM ADVISOR, PRIEST, OR OTHER ADULT SPECIFICALLY DESIGNATED BY THE CATHOLIC DIOCESE."**

**Naming of buildings - Commons and THD** - The Board of Trustees has approved procedures for the naming of buildings, portions of buildings or programs. A study committee was constituted by the President in accordance with these procedures to act on a recommendation that names be considered for the Commons Building and the Center for Teaching and Human Development. Membership on the committee included representation from the Alumni Association, the administration, students, the faculty and friends of the university.

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

**"WHEREAS, THE BUILDINGS KNOWN AS COMMONS BUILDING AND THE CENTER FOR TEACHING AND HUMAN DEVELOPMENT, UNLIKE OTHER CAMPUS BUILDINGS, DO NOT BEAR THE NAMES OF INDIVIDUALS WHO HAVE MADE SIGNIFICANT CONTRIBUTIONS TO THE ADVANCEMENT OF THIS UNIVERSITY, AND;**

**WHEREAS, FOLLOWING A RECOMMENDATION TO THE PRESIDENT OF THE UNIVERSITY THAT A COMMITTEE BE CONSTITUTED TO CONSIDER APPROPRIATE NAMES FOR THESE BUILDINGS THE COMMITTEE REPRESENTING ALL UNIVERSITY CONSTITUENCIES WAS DULY APPOINTED AND CARRIED OUT ITS CHARGE; AND**

**WHEREAS, THE COMMITTEE HAS UNANIMOUSLY RECOMMENDED THE NAME "O. W. MCCAHLAIN HALL" FOR THE COMMONS BUILDING AND "J. D. MASHBURN HALL" FOR THE CENTER FOR TEACHING AND HUMAN DEVELOPMENT TO HONOR AND EXPRESS GRATITUDE TO DR. MASHBURN AND THE LATE MR. MCCAHLAIN FOR THEIR EXTRAORDINARY LOYALTY AND SUPPORT FOR THEIR ALMA MATER; THEREFORE BE IT**

**RESOLVED, THAT THE COMMONS BUILDING BE RENAMED O. W. MCCAHLAIN HALL AND THAT THE CENTER FOR TEACHING AND HUMAN DEVELOPMENT BE RENAMED J. D. MASHBURN HALL."**

Mr. Malone stated "I'm in favor of the naming of these buildings. I would like to request that we consider at some point in the future naming a facility after the first African-American admitted to the institution, Dr. Joseph Norman Manley."

**Matching Funds for Lewis Science Center Renovation - NSF Grant** - On August 3, 1995, the University of Central Arkansas was notified by the National Science Foundation that the university had been awarded \$351,280 to renovate the Lewis Science Center. This grant is for renovation of space into research and research training areas for faculty and students. The increasing involvement of undergraduates in individual and joint faculty-student research projects is a major instructional trend across the country and is being encouraged instate by SILO grants and other efforts. The renovation will allow UCA students and faculty to play a significant part in this educational reform.

With the completion of the Laney building to house the Department of Chemistry, 14,296 square feet was made available in the Lewis Science Center. A portion of this space, in addition to some space currently occupied by Biology and Physics, will be renovated.

The grant requires a matching amount of \$351,280 from the University of Central Arkansas. Academic Affairs has already committed \$53,438 of Sponsored Program funds as a partial fulfillment of the match. An additional \$297,842 is required as a match from the University in order to receive the \$351,280 from the National Science Foundation.

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

**"BE IT RESOLVED: THAT THE ADMINISTRATION IS AUTHORIZED TO PROVIDE \$297,842 FROM 1994-95 YEAR-END FUNDS TO PARTIALLY FINANCE THE MATCHING REQUIREMENTS OF THE \$351,280 NATIONAL SCIENCE FOUNDATION GRANT."**

#### **Maintenance Projects -**

##### **1. Critical Maintenance Projects Funding**

The university's buildings have numerous mechanical and electrical systems which are critical to its operation. These systems have relatively long life expectancies and, in most instances, with proper care will last beyond their rated lives. Replaceable parts and an aggressive preventive and scheduled maintenance program make long term operation possible. Even so, the equipment eventually wears out and must be replaced. The timing of the end of life for equipment is difficult to predict and, in order to maximize the initial investment, it is a matter of practice not to replace the more expensive equipment until it has reached the point of no return. Over the years, the university has budgeted funds which permit the repair and

replacement of system components and complete retrofit of relatively minor systems. Because of this and a good maintenance program, the number of critical environmental systems which require total replacement at any given time is minimal. The following list identifies older critical equipment items which have the potential to fail beyond repair at any time. While most items are expected to perform at acceptable levels for at least 12 to 24 months, and perhaps longer, there are two chiller plants (items a. and b. below) that need to be replaced before they fail completely. Estimated project costs are also given.

a.	Chillers in Snow Fine Arts	\$180,000
b.	Chillers in Schichtl	\$ 70,000
c.	Chillers and pumping system in Christian Cafeteria	\$225,000
d.	Boilers and pumping system in Christian Cafeteria	\$125,000
e.	Steam condensate return system in the Farris Center	\$ 35,000
f.	Steam condensate return system in Christian Cafeteria	\$ 35,000
g.	Heating system feed water tank and pumping system	\$ 25,000
h.	Cooling tower for Doyne Health Science Center	\$ 85,000
i.	Boiler in Bernard Hall	\$ 50,000
j.	Electrical switch gear in Library, THD and Christian	\$110,000
k.	Repair/replacement of swimming pool main return line to pump	\$ 45,000
l.	Steel gas line replacement for east portion of campus	\$ 50,000

The university does not specifically budget sufficient funds each year to cover all equipment which may require replacement. Various other funding sources are utilized to cover the cost of the more expensive projects. These sources include: Year-End Funds, proceeds from College Savings Bonds, Mineral Lease Funds, Funded Depreciation, and other state funding specifically allocated to critical maintenance projects.

The need to perform maintenance projects arises routinely, often without advance notice. Timely performance of these projects is essential to the operation of the university. Approval for all projects is obtained through State Building Services and funds expended are also passed through the state auditing procedures.

Mr. Aydelott asked if a maximum of \$100,000 per project would eliminate the need to submit minor routine maintenance projects to the Board for approval.

Dr. Jim Dombek explained that projects in excess of \$100,000 are not unusual due to the size of some buildings and the need for engineers for some of those projects.

Mr. Malone stated "As I look at the justification for this it seems to be that the need to perform maintenance projects arises continually and often without advance notice and we need timely action on it. My question is isn't there some mechanisms that if it's an emergency expenditure that has to be dealt with is there some other mechanism to deal with rather than the wholesale transfer of this authority because I think everybody recognizes the need to make sure things are done in a timely, efficient manner. On emergencies you will always have to act a little bit more promptly, but isn't there some routine that the Board could still be apprised of and still have an opportunity to act on."

President Thompson stated that the irony is that UCA follows that procedure. Emergency projects have been completed without authorization from the Board. In those cases it would mean calling the Board into session to deal with routine maintenance projects.

Mr. Malone stated "All we need then is an emergency process rather than a whole... a process to deal with emergencies."

Mr. White moved that the resolution be approved with a \$125,000 cap. The motion was seconded by Mr. Harding.

Mr. Aydelott asked about the procedure which deals with emergency projects.

President Thompson stated that UCA has an emergency procedure to follow which allows completion of an emergency project without advertising for bids. He explained that this issue deals with the payment for those projects. President Thompson stated that the administration does not have a procedure for emergency approval of the funds. In the past, projects have been completed and paid for without authorization from the Board.

Mr. Malone stated "It still seems like we're going further than to cover that because then under that scenario all we would need is a resolution from the Board saying that if the university has a situation that arises which necessitates the declaration of an emergency and the utilization of that shortcut process, then the Board authorizes the expenditure of funds to address that emergency need. It seems like we're going further than that."

President Thompson stated that the question is to what extent is it appropriate to give the administration the authority to go ahead and expend that money on projects that must be done anyway.

The following resolution was adopted as Board Policy No. \_\_\_\_\_ upon the motion and second stated above with Mr. Malone voting no:

**"BE IT RESOLVED: THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE PROVISIONS FOR THE ROUTINE REPLACEMENT AND RESTORATION OF ENVIRONMENTAL, ELECTRICAL, AND OTHER BUILDING SYSTEMS, WHEN THE COST PER PROJECT IS NO MORE THAN \$125,000 PROVIDED THAT FUNDS ARE AVAILABLE FROM ALLOCATIONS PROVIDED BY THE STATE FOR CRITICAL MAINTENANCE OR OTHER APPROPRIATE UNIVERSITY FUNDS, SUCH AS YEAR-END BALANCES AND PROVIDED FURTHER THAT ALL APPROPRIATE AND NECESSARY APPROVALS FROM STATE BUILDING SERVICES AND OTHER STATE AGENCIES HAVE BEEN OBTAINED."**

2. Air Conditioning Repairs - Snow Fine Arts Center and Schichtl Studio Arts Building

Due to the age and condition of the chillers in the Snow Fine Arts Center and the Schichtl Studio Arts Building, we are experiencing great difficulty and incurring considerable expense in keeping these chillers in operation. These chillers have been identified as critical maintenance needs on the ADHE facilities report.

Snow Fine Arts Center:

When the addition was made to the building recently, no additional cooling plant was added. As long as the total tonnage is available, it is possible to provide the proper water temperature. There are three separate chiller plants with four compressors each that provide the chilled water for the facility. Presently, 11 compressors are serviceable and running. One chiller has an internal refrigerant leak in the evaporator and is causing the machine to gradually lose capacity and need regular service. An evaporator was replaced in one machine about two years ago and several compressors in each machine have been replaced over the past few years. When we cannot keep 42 to 45 degree water going to the building, the air is not dehumidified and mold and mildew becomes a significant problem. The existing equipment needs to be replaced with a new chiller that will provide the much needed cold water for the building. It is recommended that a new chiller be installed similar to the ones used around campus for the last several years. The estimated price of the installation is \$180,000.

**Schichtl Studio Arts Building:**

This chiller is an air cooled machine that was salvaged from the one story portion of the library. It has been very difficult to keep the machine running this season because of its age, and its operation has caused considerable loss of efficiency. It is recommended that this machine be replaced with a new air cooled machine that can be installed this winter and be ready for next spring. The estimated installed cost is \$70,000.

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

**"BE IT RESOLVED: THAT THE ADMINISTRATION IS HEREBY AUTHORIZED TO REPLACE THE CHILLERS IN THE SNOW FINE ARTS CENTER AND THE SCHICHTL STUDIO ARTS BUILDING ESTIMATED TO BE IN AN AMOUNT OF APPROXIMATELY \$250,000 TO BE FUNDED FROM EITHER EXCESS YEAR-END FUNDS OR BUDGETED RESERVE FUNDS IN THE 1995-96 OPERATING BUDGET."**

**Bond Issue for: Athletic/Football Stadium and Academic & Administrative Facilities****Background Information**

At the August 11, 1995 meeting, the Board granted authorization for the issuance of bonds to finance construction of an athletic stadium and academic and administrative facilities. It was understood that bonds would not be issued without specific information being provided to the Board regarding the nature of the projects and the bonds required for the funding of those facilities.

**Athletic/Football Stadium**

**Introduction:** There was considerable discussion about the need for a new stadium and possible funding sources for this facility at the August meeting. Those discussions included an explanation that UCA is permitted to transfer \$450,000 from educational and general funds to assist in financing the intercollegiate athletic program. Intercollegiate athletic funding in the 1995-96 operating budget does not include any funds from this source. If the entire \$450,000 is transferred to athletics, it would be sufficient to finance approximately \$3.8 million in bonds

at 7.25 percent for 20 years after providing a 20 percent "over coverage." (A slightly larger amount may be funded if a more favorable interest rate is attained or the current payback period extended).

**Project Description:** The football stadium is nearing the end of its useful life. Cromwell Engineers, Inc. have developed preliminary plans and cost estimates for a new west section of the stadium. The current proposal includes building new stands which would contain approximately 5,000 seats and would include toilets and concessions, press box, facilities for football, including offices, weight rooms, dressing rooms for the UCA team, and an elevator. This facility would have a Georgian facade to make it compatible with other facilities on the campus. The preliminary cost estimate including construction costs, fee, contingencies, etc., is approximately \$5 million.

The construction of this facility will permit us to move several of the athletic functions out of the Farris Center and enable us to move the weight room and the athletic staff out of the Old Gym to either the Farris Center or the new stadium facility. The vacated space in the Old Gym would be converted to offices, seminar rooms and other instructional areas for the physical therapy program.

**Funding for the Facility:** As indicated above, the transfer of \$450,000 from educational and general resources would provide funding for approximately \$4 million in bonds, leaving \$1,000,000 of the \$5 million estimated cost to be funded from other sources. The \$1 million could either be financed by fiscal year 1995-96 year-end funds, or other available funds. If sufficient funds from such sources are not forthcoming, we may be required to reduce the size of the stadium or limit the facilities which are included in the project.

### **Academic and Administrative Facilities**

**Project Description:** AMR Architects from Little Rock have analyzed space needs for the academic areas of history, math and computer science, speech and sociology. They have also studied the space requirements for the administration. After much discussion, it appears that the best approach to accommodate these needs is to build a new facility for math and computer science, freeing space in Main Hall for other academic programs. Main will require substantial refurbishing and conversion in order to accommodate the space needs of the other academic areas. Fortunately, that renovation can be funded partially by \$1.3 million from the college savings bond program.

We estimate that the new facility and the conversion and refurbishing of Main Hall will require approximately \$6 million in addition to the \$1.3 million in funding from college savings

bonds. It appears unlikely that there will be sufficient funds to address administrative space needs until a later time.

Funding for these Facilities: Funding for these facilities would come from \$6 million in bond funds to be financed from the pledge of student fees and \$1.3 million from the college savings bond program.

### Summary

In order to accommodate both the Athletic/Football Stadium and the Academic and Administrative Facilities described herein, it will require the issuance of \$10 million in bonds. The \$4 million in bonds needed for the Athletic/Football Stadium can be financed from the transfer of \$450,000 from educational and general resources to athletics and the remaining \$6.2 million by the pledge of student fees. The average annual debt service on the \$6 million bonds would be approximately \$600,000.

President Thompson introduced Mr. Joe Johnson from Cromwell Engineers, Inc. who provided the Board information about the planning process and tentative recommendation for a reconstruction of the west side of the football stadium. Mr. Johnson distributed copies of and discussed the preliminary report for Estes Stadium followed by a question and answer session concerning the proposed stadium and budget considerations.

Dr. Chakales voiced his concern about the cost of the stadium. He stated that the stadium should be a multi-use facility.

At President Thompson's request, Mr. Bob McCormack, Vice President for Financial Affairs, distributed copies of and discussed the following information:

1. Comparison of 1995/96 budgeted Athletic Expenditures Among Arkansas Four-Year Public Universities;
2. Non-Athletic Generated Revenues Allocated to Athletics Budgeted Fiscal Year 1995/96;
3. ADHE Summary of 1995-96 Athletic Certification Data From Institutional Boards of Trustees.

Mr. Harding stated that he thinks since there are cost restraints the authorization from the Board should not be to consider issuing \$3.8 million worth of bonds, but to authorize the

consideration of issuing the amount of bonds that \$450,000 will amortize because under current interest rates it will amortize much more than \$3.8 million.

Mr. Malone stated "I try not to always sound like a broken record, I guess, I'm not necessarily opposed to doing something, whether this or something else, to the football stadium in support of the football program because our coaching staff and our athletic director are doing a fine job and keeping us competitive; my concern always is, though, each meeting we practice what I call, I guess, piecemeal long-range planning. Each time we take one action or step to necessitate that we take other action come March of each year when we're looking at the budget in terms of tuition and fees because on one hand we want to reward our faculty and staff with raises and increases if we can, but on the other hand, we hear Bethany and, as we have in the past, the student government and the students saying 'don't punish us with tuition and fees to do that', but each time we make one of these commitments we automatically require ourselves to hit somewhere in tuition and fees that we don't expect additional state revenue and state monies. Last year what we got was excellent but we don't anticipate a repeat of that in the next biennium. My concern is that as we go through this piecemeal long-range planning process, at least for me as I make my vote from meeting to meeting, I'm not comfortable that I know what the big picture is and that the uses of our monies are prioritized such that the campus and the university is getting the most bang for the buck that we're spending. It is my suggestion and recommendation that we do some long-range planning where we look at these different projects, not just piecemeal from meeting to meeting, but in some way in the overall scheme of where we think this university is going and where it should be going next year and the next five to seven years. And, whether or not there are programs and expenditures that we are incurring presently that are of a lower priority whereby we can generate money within our own budget without having to increase student fees, without having to expect more revenues from the state, we could create revenue within our own budget by simply prioritizing and eliminating those things which are not of a sufficient priority there would still be money to fund these types of activities, provide faculty and staff raises without necessarily imposing the obligation on the students. And, I'm still concerned about that, and I see this as one more example of how we're continuing down that same path as it has since I've been on this Board."

President Thompson stated that the administration and the Board are not making a commitment at this point. The intention is to bring the issue to the Board and provide information as it exists at this point and to look at the anticipated costs. At President Thompson's request, Mr. McCormack distributed copies of "Proposed Budget for Fiscal Year 1996/97 E/G & Selected Auxiliaries."

Mr. Harding stated that the athletic department should be rewarded for excelling in what they do. He further stated that he doesn't think there is a more identifiable group on campus

that has done what is asked of them in terms of academics, freshmen retention, and in building race relations and unity. Mr. Harding said that the administration and the Board need to be prudent by not putting the brunt of getting this done on the backs of the students or employees, but he is committed to trying to find a way to see that something is done on this issue.

President Thompson agreed with Mr. Malone in that we should look for ways in which to save money on what we do currently; however, he pointed out that UCA's administrative cost per student is, by far, the lowest in the state. Therefore, those savings would not likely be significant since UCA is already more efficient than other state institutions. He further stated that UCA is substantially below the state and national averages in the amount it expends on academic programs per student.

Dr. Thompson discussed the proposed budget for fiscal year 1996/97 and the possibility of tuition and fee increases.

Mr. Harding moved that the resolution be approved with the addition of the phrase "...to proceed with the **consideration of** the issuance of \$10 million in bonds..."; the motion was seconded by Mr. White.

Mr. Harding requested Mr. McCormack to provide interest rate scenarios, amortization schedules, and funding suggestions for further discussion at the next Board meeting.

The following resolution was adopted upon the motion and second stated above with Mr. Malone voting no "for reasons previously stated and not because of any opposition to the football program or accomplishments thereof." Dr. Chakales was not present for the vote.

**"BE IT RESOLVED: THAT THE ADMINISTRATION IS AUTHORIZED TO PROCEED WITH THE CONSIDERATION OF THE ISSUANCE OF \$10 MILLION IN BONDS AT AN INTEREST RATE NOT TO EXCEED 7.25 PERCENT WITH A LIFE OF 30 YEARS, REPAYMENT TO BE FINANCED FROM THE PLEDGE OF ATHLETIC REVENUES DERIVED PRIMARILY FROM THE \$450,000 TRANSFER FROM EDUCATIONAL AND GENERAL RESOURCES AND THE PLEDGE OF STUDENT FEES, AND**

**BE IT FURTHER RESOLVED: THAT THE ADMINISTRATION IS AUTHORIZED TO PROCEED WITH THE DEVELOPMENT OF THE ATHLETIC/FOOTBALL STADIUM AT A TOTAL COST OF \$5 MILLION WITH THE UNDERSTANDING THAT APPROXIMATELY \$4 MILLION**

**IN BONDS ARE TO BE ISSUED FOR THIS PROJECT AND THE REMAINING \$1 MILLION WILL BE FUNDED FROM 1995-96 YEAR-END FUNDS OR OTHER RESOURCES AS THEY BECOME AVAILABLE."**

Mr. Malone stated "My comment is that as I was stating on this issue and the long-range planning concept is documents we get from board meeting to board meeting are helpful in one sense but it doesn't bring to me the total picture of what I think we ought to be looking at. Most of the comparisons we get are against other institutions and how we rank and how we compare to what they're spending and what they're doing which is fine and something we need to know. I guess my view is that we need to look at ourselves in two different ways. One way is what we do and what we get each meeting is like looking at ourselves as compared to others - looking out the window to see what others are doing and ranking ourselves in that fashion. The kind I'm talking about that we also need to do is to look at ourselves in the mirror and see how we compare against ourselves and what we actually are and what we think we ought to be and I think that takes a look in the mirror and that is what I see the long-range planning is - for us to look at UCA against UCA and say here's what we do, here's where we think we're going, now are these the things we need to be doing to get us where we think we ought to be. And I think that's a look in the mirror as I throw it out for Board consideration. Maybe that will at some point lead us to that type of planning process."

President Thompson stated that within the last year a planning and evaluation committee and sub-committees have been established to consider various long-term planning issues.

**Renovation of Short/Denney Halls** - Short Hall was constructed in 1960 and Denney Hall in 1962. Other than removal of asbestos and replacement of the fan coil units in the individual student rooms, no major improvements have been made to these residence halls. Both are in poor condition and need many improvements.

A renovation of Short and Denney Halls can be carried out during 1996 using funds from Housing and Food Service budgets, the Housing Repair and Replacement Account and other university funds. The renovation of the interior will cost approximately \$800,000 and will include painting of student rooms and public areas, removal of some built-in furniture, new shower units, repair of wardrobes, new bathroom vanities, some new plumbing, new fire alarm/smoke detectors, new emergency lighting, new room furniture, replacement of electrical circuit breakers and service devices, light fixtures, replacement of windows, repair or replacement of doors, fiber optics, waterproofing of basement, and various miscellaneous

repairs. A new hipped roof frame, deck, clay tile roofing, cornice and fascia can be installed for approximately \$500,000.

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

**"BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES AUTHORIZES THE RENOVATION OF SHORT AND DENNEY RESIDENCE HALLS FOR THE ESTIMATED COST OF \$1,300,000. THIS RENOVATION WILL BE FUNDED THROUGH THE USE OF APPROXIMATELY \$300,000 FROM THE HOUSING AND FOOD SERVICE BUDGETS, \$500,000 FROM THE HOUSING REPAIR AND REPLACEMENT ACCOUNT, AND, IF AVAILABLE, \$500,000 FROM OTHER UNIVERSITY FUNDS."**

**Police Department Building Bids** - Bids for the Police Building were opened at State Building Services on October 3, 1995 with the following results:

Anchor Construction	\$449,800
GCE, Inc.	\$552,800
Flynco, Inc.	\$555,000
Harco Construction	\$607,900

The architects for the building met with the Arkansas Project Manager for Anchor Construction to discuss various components of their bid and have contacted former and current Anchor clients concerning their experiences with this firm. Discussions with State Building Services personnel have occurred and all indications are that Anchor Construction Company will be recommended for the award of the construction contract. The administration recommends the following budget estimate for this project:

Construction	\$450,800
Architectural/Engineering Fees	\$ 35,000
Contingencies (Including reimbursables)	\$ 40,000
	<hr/>
Total	\$525,000

Therefore, the President recommends to the Board of Trustees the following resolution:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES THE PRESIDENT TO EXPEND FUNDS IN THE AMOUNT OF \$525,000 FOR ARCHITECTURAL FEES, CONSTRUCTION AND OTHER COSTS ASSOCIATED WITH THE CONSTRUCTION OF A POLICE DEPARTMENT FACILITY, WITH FUNDS TO BE PROVIDED FROM YEAR-END BALANCES AND OTHER AVAILABLE FUNDS."**

**Human Resources Software Purchase** - The current system used for our payroll and personnel functions was developed in-house a number of years ago and is inadequate to efficiently meet our current needs. Careful consideration has been given, during the past several months, to the possibility of upgrading and expanding the university's basic management information system, including the Human Resources system. Appropriate university personnel have discussed the software we currently are using, visited the ASU campus to become familiar with their operations, relied on a staff member's total familiarity with UALR's operation and met with representatives of Systems and Computer Technology Corporation (SCT) personnel, concerning product availability and utilization. As a result of this work, we recommend the following:

1. Upgrade our current SCT (IA) software to make it compatible with the HRS software. This upgrade would convert our Financial Aid Management System (FAMS) and Financial Records System (FRS), to the "plus" versions and install FOCUS (on-line query and report generator), Express FRS and Express FAM utilities.

Software Cost	\$ 25,650
Training Cost	<u>\$ 21,760</u>
Sub Total	<u>\$ 47,410</u>

2. Purchase HRS and HRS Express.

Software Cost	\$140,490
Training Cost	<u>\$ 49,280</u>
Sub Total	<u>\$189,770</u>

Total Software & Training	<u>\$237,180</u>
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3. Annual maintenance cost for upgrade & HRS \$ 27,690

Acquisition, training, installation and implementation could begin immediately and be completed by early 1997 (sixteen to eighteen months).

Based on our staff's review of this software, it is apparent that personnel, payroll and position budget control functions can be operated in a more efficient manner and thereby enhance the productivity of the personnel in those divisions by the purchase of this software.

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

**"BE IT RESOLVED: THAT THE ADMINISTRATION IS AUTHORIZED TO PURCHASE A HUMAN RESOURCES SYSTEM SOFTWARE, AND AN UPGRADE TO ENHANCE THE FINANCIAL AID MANAGEMENT SYSTEM AND THE FINANCIAL RECORDS SYSTEM IN AN AMOUNT NOT TO EXCEED \$237,180, TO BE FUNDED FROM EITHER EXCESS YEAR-END FUNDS OR BUDGETED RESERVE FUNDS IN THE 1995-96 OPERATING BUDGET."**

Renewal of Long Term Disability Insurance - Washington National Insurance Company, the carrier of the university's long term disability insurance, has proposed a policy renewal of the current benefits and rate for the 1996 calendar year. Last year Washington National reduced the rate from \$.36 per \$100 of salary paid to regular, full-time employees to \$.28 per \$100 of salary. The \$.36 had been in effect from January 1, 1992 when it was reduced from \$.46.

Washington National has reduced rates over the years because of a relatively low claims experience with the university. The \$.28 per \$100 salary rate compares favorably with rates in effect at other institutions which have long term disability insurance with comparable benefits.

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

**"BE IT RESOLVED: THAT THE PRESIDENT BE AUTHORIZED TO EXTEND THE UNIVERSITY'S CONTRACT FOR LONG TERM DISABILITY INSURANCE WITH WASHINGTON NATIONAL INSURANCE COMPANY FOR THE 1996 CALENDAR YEAR BEGINNING JANUARY 1, 1996 AT A RATE OF TWENTY EIGHT CENTS (\$.28) PER**

**\$100 OF SALARY FOR REGULAR, FULL-TIME EMPLOYEES OF THE UNIVERSITY."**

President Thompson introduced Dr. Elaine McNiece, Acting Dean of the Graduate School, and Dr. Linda Beene, Director of Continuing Education.

**INFORMATION ITEM - Placement of Bank Account** - President Thompson stated that over the years UCA has maintained a policy of dividing its banking business with the local institutions. In the past that was a relatively simple matter since there were only two local institutions in which UCA could invest its funds. However, like universities, banks are changing enormously. He explained that there are no longer just two institutions in Conway. Also, it is no longer easy to identify an institution as a local one, or to distinguish a bank from a savings and loan association.

President Thompson stated that UCA is considering a revision of banking practices under which UCA would in all likelihood bid its banking services. He informed the Board that Mr. McCormack is currently working on this issue. President Thompson stated that although this practice will not be popular with everyone, it is the fairest and most equitable way in which the Board is assured of living up to its fiduciary obligation to the institution.

Mr. McCormack explained that UCA would be asking banks to bid on the rate which will be charged on the university's credit card and the interest rates to be paid on the universities funds.

**EXECUTIVE SESSION**

Executive session was declared upon motion by Mr. Harding with a second by Mr. White.

**OPEN SESSION**

Open session was declared upon motion by Mr. White with a second by Mr. Harding.

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

**"BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES APPROVES THE FOLLOWING ADJUSTMENTS, ADDITIONAL ASSIGNMENTS/COMPENSATION, APPOINTMENTS, (FULL-TIME & PART-TIME), APPOINTMENTS FROM RESTRICTED/GRANT FUNDS (FULL-TIME & PART-TIME), SABBATICALS, LEAVES WITHOUT PAY, RESIGNATIONS, PROVIDED, HOWEVER, THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE."**

**ADJUSTMENTS:**

1. Stephen R. Addison, Associate Professor/Interim Assistant Dean, Physics/Dean's Office, Appointment with Tenure, effective August 16, 1995 through May 15, 1996, change salary from \$41,574.00 to \$44,574.00.
2. Samuel P. Buchanan, change from Professor/Interim Assistant to the Vice President for Academic Affairs/Director of Assessment, Academic Affairs, to Assistant Vice President for Academic Affairs/Professor, Appointment with Tenure, change salary from \$59,484.77 to \$70,000.00.
3. Tammy R. Benson, Assistant Professor, Childhood Education, Tenure Track, effective August 16, 1995 through May 15, 1996, change salary from \$31,000.00 to \$32,000.00.
4. Said Bettayeb, Assistant Professor, Mathematics and Computer Science, Tenure Track with 2 years toward promotion and tenure, effective August 16, 1995 through May 15, 1996 @ a salary of \$51,000.00. CANCELLED.
5. Olga Diachenko, Visiting Professor, Psychology and Counseling, effective Fall Semester @ a salary of \$10,000.00. CANCELLED.
6. James Frazer, Instructor, part-time, English, effective Fall Semester, change salary from \$4,000.00 to \$6,000.00.
7. Kathryn F. French, Instructor, part-time, Health Sciences, effective Fall Semester, change salary from \$2,666.00 to \$4,000.00.
8. Rose Hamilton, Instructor, part-time, Speech/Theatre/Mass Communication, effective Fall Semester, change salary from \$2,000.00 to \$4,000.00.

9. Elaine McNiece, change from Department Chairperson/Professor, Speech-Language Pathology, effective July 1, 1995 through August 31, 1995 to Interim Dean/Professor, Appointment with Tenure, Graduate School, Academic Affairs, effective September 1, 1995 through June 30, 1996 @ a salary of \$70,307.00.
10. Ben B. McNew, Professor/Carmichael Chair, Economics and Finance, Appointment with Tenure, effective August 16, 1995 through May 15, 1996, change salary from \$62,424.00 to \$65,424.00.
11. David L. Naylor, Professor/Interim Assistant Dean, College of Education, Appointment with Tenure, effective July 1, 1995 through June 30, 1996, change salary from \$70,866.00 to \$78,630.00.
12. Alberta McCauley Pearson, Instructor, part-time, Art, effective Fall Semester, change salary from \$4,000.00 to \$2,000.00.
13. Michael A. Seger, Instructor, Transitional Studies, effective August 16, 1995 through May 15, 1996, change salary from \$22,736.00 to \$23,336.00.
14. Steven Thomas Scoggins, Instructor, part-time, English, effective Fall Semester @ a salary of \$4,000.00. CANCELLED.
15. Nickolai Veraksa, Visiting Professor, Psychology and Counseling, Term, Non-Tenure Track, effective August 15 through December 15, 1995 @ a salary of \$10,000.00. CANCELLED.
16. Lynne Vinson, Instructor, part-time, Health Sciences, effective Fall Semester, change salary from \$2,666.00 to \$4,000.00.

**ADDITIONAL ASSIGNMENTS/COMPENSATION:**

1. Freddie Bowles, Instructor, Test Administrator & Reader, University Studies & Pre-Orientation Assistant, Intensive English Program, effective August 14, 1995 through August 16, 1995 @ a salary of \$150.00.
2. Fred Hickling, Instructor, University Studies, effective Fall Semester @ a salary of \$360.00.

3. Betty Hubbard, Professor, Health Sciences, effective September 12, 1995 through September 30, 1995 @ a salary of \$500.00.
4. William Jenkins, Instructor, English, effective Fall Semester @ a salary of \$2,000.00.
5. Carolyn J. Kelley, Instructor, University Studies, effective Fall Semester @ a salary of \$360.00.
6. Caroline Kinsey, Lecturer, Music, effective Fall Semester @ a salary of \$3,000.00.
7. Pat Larsen, Professor, Art, effective July 19, 1995 through August 4, 1995 @ a salary of \$2,106.52.
8. Lynn Ramage, ELS Instructor, Intensive English Program, effective August 5-18, 1995 @ a salary of \$1,400.00.
9. Jerry Reynolds, Instructor, University Studies, effective Fall Semester @ a salary of \$360.00.
10. Ellen Powers Stengel, Instructor, Transitional Studies, effective Fall Semester @ a gross salary of \$2,000.00.
11. Jo Karen Smith, Instructor, Transitional Studies, effective Fall Semester @ a salary of \$2,000.00.
12. Sue Young, Instructor, University Studies, effective Fall Semester @ a salary of \$360.00.
13. A. J. Zolten, Program Evaluator, Psychology and Counseling, effective July 1, 1995 through June 30, 1996 @ a salary of \$5,000.00.

#### **APPOINTMENTS:**

##### **Full-Time:**

1. Martha Antolik, Lecturer, Music, effective Fall Semester @ a salary of \$9,500.00.

2. Linda L. Beene, Assistant Professor/Director of Continuing Education, Continuing Education, Faculty Appointment, Term, Non-Tenure Track, effective October 9, 1995 through July 1, 1996 @ a salary of \$47,949.28.
3. Cathy A. Brown, Assistant Professor, Family and Consumer Sciences, Term, Non-Tenure Track, effective August 16, 1995 through May 15, 1996 @ a salary of \$32,000.00.
4. Donald M. Epperson, Instructor, Mathematics and Computer Science, Term, Non-Tenure Track, effective August 16, 1995 through May 15, 1996 @ a salary of \$28,000.00.
5. John R. Hendon, Instructor, Marketing and Management, effective August 16, 1995 through May 15, 1996 @ a salary of \$30,000.00.
6. Gregory W. Mason, Instructor/Staff Accompanist, Music, effective August 16, 1995 through May 15, 1996 @ a salary of \$22,500.00.
7. Billy F. Miller, Director of Corporate Relations, Non-Faculty Appointment, effective October 9, 1995 through June 30, 1996 @ a salary of \$39,769.60.
8. Leslie O'Malley, Instructor, English, Term, Non-Tenure Track, effective Fall Semester @ a salary of \$10,000.00.

Part-Time:

1. Robert Anthony, Instructor, part-time, Administration and Secondary Education, effective August 17, 1995 through May 15, 1996 @ a salary of \$1,333.00.
2. Suzanne Banister, Instructor, part-time, Music, effective Fall Semester @ a salary of \$5,000.00.
3. Mary Ellen Blount, Instructor, part-time, English, effective Fall Semester @ a salary of \$4,000.00.
4. James Brent, Instructor, part-time, History, effective Fall Semester @ a salary of \$4,000.00.

5. Denise Brewer, Instructor, part-time, History, effective Fall Semester @ a salary of \$4,000.00.
6. Gertrude Casciano, Slide Collection Librarian, part-time, Art, effective August 21, 1995 through May 10, 1996 @ a salary of \$8,000.00.
7. Marsha Carson, Instructor, part-time, Marketing and Management, effective Fall Semester @ a salary of \$4,000.00.
8. Elizabeth Coffman, Instructor, part-time, Family and Consumer Sciences, effective Fall Semester @ a salary of \$4,000.00.
9. Michael A. Davis, Instructor, part-time, History, effective Fall Semester @ a salary of \$4,000.00.
10. Sherry L. Davis, Instructor, part-time, Transitional Studies, effective Fall Semester @ a salary of \$2,000.00.
11. Mary Roberta Doyle, Clinical Supervisor, part-time, Nursing, effective Fall Semester @ a salary of \$4,107.50.
12. Tim Ebarb, Instructor, part-time, History, effective Fall Semester @ a salary of \$2,000.00.
13. Jennifer Deering, IEP Instructor & Language Lab Coordinator, part-time, Intensive English Program, effective Fall Semester @ a salary of \$6,225.00.
14. Elizabeth J. Farrar, Instructor, part-time, Foreign Languages, effective Fall Semester @ a salary of \$2,000.00.
15. Felice Farrell, Instructor, part-time, Music, effective Fall Semester @ a salary of \$5,000.00.
16. John Fincher, Supervisor, part-time, Professional Field Services, effective Fall Semester @ a salary of \$4,000.00.
17. Christine Franklin, Instructor, part-time, Music, effective Fall Semester @ a salary of \$9,333.00.

18. Gerry Gibson, Instructor, part-time, Music, effective Fall Semester @ a salary of \$1,000.00.
19. Andrew J. Glenn, Instructor, part-time, Economics and Finance, effective Fall Semester @ a salary of \$4,000.00.
20. Philip Gould, Instructor, part-time, History, effective Fall Semester @ a salary of \$4,000.00.
21. Kathleen Green, Instructor, part-time, Marketing and Management, effective Fall Semester @ a salary of \$2,000.00.
22. Kathleen Griffin, Instructor, part-time, Music, effective Fall Semester @ a salary of \$1,333.00.
23. Kathleen Griffin, Instructor, part-time, Music, effective Fall Semester @ a salary of \$2,000.00.
24. Carol A. Hambuchen, Instructor, part-time, Marketing and Management, effective Fall Semester @ a salary of \$4,000.00.
25. Jim Hatch, Instructor, part-time, Music, effective Fall Semester @ a salary of \$1,000.00
26. Troy Helm, Instructor, part-time, Music, effective Fall Semester @ a salary of \$2,000.00.
27. Helen Heron, Instructor, part-time, Childhood and Special Education, effective Fall Semester @ a salary of \$2,000.00.
28. Judith Hipp, Instructor, part-time, Professional Field Services, effective Fall Semester @ a salary of \$4,000.00.
29. Lisabeth Hoffman, Clinical Supervisor, part-time, Nursing, effective Fall Semester @ a salary of \$4,107.50.
30. Terry Holmes, Instructor, part-time, Music, effective Fall Semester @ a salary of \$2,000.00.

31. Bruce Jackson, Instructor, part-time, Music, effective Fall Semester @ a salary of \$5,334.00.
32. Doyle Jackson, Instructor, part-time, Mathematics and Computer Science, effective Fall Semester @ a salary of \$2,000.00.
33. C. Denise Johnson, Instructor, part-time, Transitional Studies, effective Fall Semester @ a salary of \$2,000.00.
34. Paul H. Ledwell, Instructor, part-time, Art, effective Fall Semester @ a salary of \$4,000.00.
35. Angela Longinotti, Instructor, part-time, Mathematics and Computer Science, effective Fall Semester @ a salary of \$2,000.00.
36. Ann Machen, Clinical Supervisor, part-time Kinesiology and Physical Education, effective Fall Semester @ a salary of \$2,000.00.
37. Michael S. Martin, Instructor, part-time, Biology, effective Fall Semester @ a salary of \$4,000.00.
38. Rebecca H. Martin, Instructor, part-time, Marketing and Management, effective Fall Semester @ a salary of \$4,000.00.
39. Lauren Maxwell, Instructor, part-time, Marketing and Management, effective July 28, 1995 through June 20, 1996 @ a salary of \$9,529.00.
40. Dorothy Mattison, Instructor, part-time, Professional Field Services, effective Fall Semester @ a salary of \$4,000.00.
41. Anna Mosbo, Instructor, part-time, Professional Field Services, effective Fall Semester @ a gross salary of \$2,000.00.
42. John Nunes, Instructor, part-time, History, effective Fall Semester @ a salary of \$4,000.00.
43. Ginny Nutter, Instructor, part-time, Family and Consumer Sciences, effective Fall Semester @ a salary of \$4,000.00.

44. Momoro Ono, Lecturer, Music, effective Fall Semester @ a salary of \$6,000.00.
45. Beverly Oswalt, Instructor, part-time, Marketing and Management, effective Fall Semester @ a salary of \$2,000.00.
46. Tami Michelle Phillips, Instructor, part-time, Intensive English Program, effective Fall Semester @ a salary of \$2,000.00.
47. Tami Michelle Phillips, Instructor, part-time, University Studies, effective Fall Semester @ a salary of \$720.00.
48. Claude A. Rector, Instructor, part-time, Biology, effective Fall Semester @ a salary of \$2,800.00.
49. Janet B. Rector, Instructor, part-time, Marketing and Management, effective Fall Semester @ a salary of \$2,000.00.
50. William Richardson, Instructor, part-time, History, effective Fall Semester @ a salary of \$4,000.00.
51. Cindy King Robinette, Instructor, part-time, Biology, effective Fall Semester @ a salary of \$3,000.00.
52. Jennifer L. Roe, Lab Supervisor, part-time, Physical Therapy, effective Fall Semester @ a salary of \$4,440.00.
53. Hazel Seay, Instructor, part-time, Professional Field Services, effective Fall Semester @ a salary of \$4,000.00.
54. Ray Simon, Instructor, part-time, Administration and Secondary Education, effective August 17, 1995 through May 15, 1996 @ a salary of \$2,000.00.
55. Henry Smiley, Instructor, part-time, English, effective Fall Semester @ a salary of \$2,000.00.
56. Douglas J. Stanley, Instructor, part-time, Accounting, effective Fall Semester @ a salary of \$2,000.00.

57. Lynnette Stanley, Instructor, part-time, Music, effective Fall Semester @ a salary of \$2,400.00.
58. Susan Standridge, Instructor, part-time, History, effective Fall Semester @ a salary of \$2,000.00.
59. Jim Stone, Instructor, part-time, Professional Field Services, effective Fall Semester @ a salary of \$3,900.00.
60. Jayme Karen Sublett, Instructor, part-time, Transitional Studies, effective Fall Semester @ a salary of \$4,000.00.
61. Dan Such, Instructor, part-time, History, effective Fall Semester @ a salary of \$4,000.00.
62. Don Spitler, Instructor, part-time, English, effective Fall Semester @ a salary of \$6,000.00.
63. Frances Thomas, Lecturer, Music, effective Fall Semester @ a salary of \$6,000.00.
64. Cathy K. Urwin, Instructor, part-time, History, effective Fall Semester @ a salary of \$4,000.00.
65. Steven L. VanderGeeten, Instructor, part-time, Marketing and Management, effective Fall Semester @ a salary of \$2,000.00.
66. Karen Vesole, Instructor and Orientation Assistant, part-time, Intensive English Program, effective Fall Semester @ a salary of \$4,100.00.
67. Paul K. Whitehead, Instructor, part-time, Biology, effective Fall Semester @ a salary of \$3,000.00.
68. Jimmie Lee Williams, Instructor, part-time, University Studies, effective Fall Semester @ a salary of \$720.00.
69. Glenda Winborn, Lab Supervisor, part-time, Physical Therapy, effective Fall Semester @ a salary of \$4,000.00.

70. Barbara Wyatt, Lab Supervisor, part-time, Physical Therapy, effective Fall Semester @ a salary of \$3,840.00.
71. Karen K. Zipfel, Instructor, part-time, Art, effective Fall Semester @ a salary of \$4,000.00.

APPOINTMENTS FROM RESTRICTED/GRANT FUNDS:

Full-Time:

1. Don B. Bradley, Executive Director & Professor of Marketing, Small Business Advancement National Center, effective July 1, 1995 through September 30, 1995 @ a salary of \$1,000.00.
2. George Bratton, change from Associate Professor, Mathematics and Computer Science effective August 16, 1995 through May 15, 1996 @ a salary of \$41,574.00 to Project Coordinator/Evaluation Director for the Arkansas Statewide Systemic Initiative, Mathematics and Computer Science, Appointment with Tenure, effective September 1, 1995 to July 1, 1996 @ a salary of \$44,363.33.
3. Calline Ellis, Assistant Professor, Nursing, effective August 16, 1995 through May 15, 1996 @ a salary of \$39,140.00.
4. Ronnie B. Tucker, Instructor, Geography/Political Science/Sociology, Term, Non-Tenure Track, effective August 16, 1995 through May 15, 1996 @ a salary of \$22,957.00 (UCA funds-\$11,478.50).

Part-Time:

1. Robin Hayes, Americorps Grant Coordinator, Health Sciences, effective October 1 through December 31, 1995 @ a salary of \$4,500.00.

SABBATICALS:

NONE

**LEAVES WITHOUT PAY:**

1. Richard Hobson, Leave Without Pay, Fall 1995.

**RESIGNATIONS:**

NONE

**ADDENDUM****ADJUSTMENTS**

1. Suzanne Banister, Instructor, part-time, Music, effective Fall Semester, change salary from \$5,000.00 to \$5,450.00.
2. Felice Farrell, Instructor, part-time, Music, effective Fall Semester, change salary from \$5,000.00 to \$6,000.00.
3. Christine Franklin, Instructor, part-time, Music, effective Fall Semester, change salary from \$9,333.33 to \$10,008.00.
4. Steven Thomas Scoggins, Instructor, part-time, English, effective Fall Semester @ a salary of \$4,000.00. CANCELLED.
5. James Thurman, change from Associate Professor to Interim Chair/Associate Professor, Speech-Language Pathology, effective August 15, 1995 through June 30, 1996.

**ADDITIONAL ASSIGNMENTS/COMPENSATION:**

1. Ralph Gallucci, Associate Professor, History, effective January 9, 1996 through May 10, 1996, @ a salary of \$2,000.00.
2. Anna Mosbo, Instructor, part-time, Professional Field Services, effective Fall Semester @ a salary of \$2,000.00.

3. Gerald Plumlee, Instructor, part-time, Instructional Development Center effective October 2-4, 1995 @ a salary of \$200.00.

#### **APPOINTMENTS:**

1. Jennifer Garner, Instructor, Music, effective August 28, 1995 through May 16, 1996 @ a salary of \$16,000.00.

#### **INFORMATION AGENDA**

**Retirement Center** - President Thompson stated that it is his understanding that there is a possibility of a private donor planning a local retirement center. If this happens, there may not be a need for UCA to build a center. Therefore a feasibility study may be conducted to determine whether UCA should pursue the idea further.

**Parking Deck Study** - President Thompson stated that, at his request, Dr. Jim Dombek has conducted a feasibility study of constructing a parking deck. Final figures are not yet available; however, preliminary figures indicate that a parking deck which would accommodate 400 vehicles would require that the current parking fee be doubled. Each space would cost approximately \$8,000 to construct compared to \$2,000-\$3,000 per space for regular lots.

**Summer Athletic Camp Financial Report** - Act 707 of 1981 (Ark. Code Ann. 6-62-401 (1987) governs the use of campus facilities by employees of state institutions of higher education to conduct certain outside work for private compensation.

Each employee authorized by the Board to utilize campus facilities for private compensation must submit a complete financial report to the chief fiscal officer, who must provide a summary of such reports to the Board on an annual basis.

The Board granted permission at its May 12, 1995 meeting for the "Scottie Pippen Basketball Camp" to be conducted June 25-29, 1995. The following information is a summary of the financial report on this camp:

**Scottie Pippen Basketball Camp - June 25-29, 1995**

Sponsor	Scottie Pippen	
Instruction	Arch Jones, Director Tommy Reed Darrell Walsh	
Revenues	143 Participants at Camp	
	36 Day Participants @ \$175/ea	\$ 6,300.00
	99 Resident Participants @ \$250/ea	24,750.00
	7 Scholarship Participants	-0-
	1 Coach's Son Room and Board	80.00
	Deposits on Cancellations	<u>375.00</u>
	Total Revenues Deposited	<u>\$31,505.00</u>
Expenses Paid to UCA	ARA Food Services *	\$4,896.11
	UCA Housing	3,220.00
	Facility Fee	1,200.00
	Miscellaneous Expenses **	<u>1,342.16</u>
	Total Expenses Paid to UCA	<u>\$10,658.27</u>
Other Camp Expenses		<u>\$ 8,594.69</u>
	Total Expenses	<u>\$19,252.96</u>
1995 Scottie Pippen Basketball Camp Profit		<u>\$12,252.04</u>

The following is the amount paid for salaries to UCA personnel who participated in the Scottie Pippen Basketball Camp:

Arch Jones	\$3,000.00
Tommy Reed	\$ 700.00
Darrell Walsh	\$ 250.00

\* Food services are contracted with ARA Services. UCA receives a 12% commission.

\*\* The Scottie Pippen Basketball Camp utilized some administrative services of the Division of Continuing Education at UCA. The provision for such service was negotiated separately.

Cost per session was \$250 for resident campers and \$175 for commuting campers.

**Enrollment Report** - President Thompson provided copies of and discussed the following charts:

1. Fall Semester Enrollment (Headcount) by Sex and Classification for the Years 1991-95;
2. Fall Term Headcount Enrollment Projects;
3. Percent by Race of UCA Fall Term First Time Entering Freshmen.

**Litigation:**

The following is a report on the status of litigation involving UCA as of September 26, 1995.

Board of Trustees of UCA, et al v. State Board of Higher Education, et al, No. CIV 95-201 (Faulkner County Circuit). On April 21, 1995, the UCA Board of Trustees filed a complaint in Faulkner County Circuit Court challenging the decision by the State Board of Higher Education to reject UCA's proposal to establish doctoral programs in physical therapy and school psychology. The UCA Board alleged that the State Board's decision violated Amendment 33 to the Arkansas Constitution. Amendment 33 prohibits the transfer of power from the UCA Board to any other entity, absent consolidation or abolition of the university itself. Because the UCA Board has had the power to determine the role and scope of UCA and to establish degree programs for the university, these powers may not lawfully be transferred to the State Board. UCA contends that the State Board rules regarding approval of new programs were outside its authority and violated the Administrative Procedure Act. UCA also asks for a declaratory judgment that the relevant statute and State Board rules are unconstitutional as applied to UCA and for a permanent injunction restraining the Board from enforcement of the statute. The State Board moved to dismiss the complaint, alleging that the court has no jurisdiction over the case and that the case can only be filed in Pulaski County. On September 19, 1995, the court denied the motion to dismiss and ordered the State Board to answer the UCA Board's complaint.

Crawford v. Davis, et al., No. LR-C-95-092 (E.D.Ark.). Ms. Michelle Crawford, a UCA student, has filed this sexual harassment lawsuit in federal district court against Michael Davis, a former UCA instructor; Ronnie Williams; the University of Central Arkansas; and Winfred L. Thompson. Ms. Crawford alleges that Mr. Davis sexually harassed her during the part of a semester that she was a student in his class. She alleges that UCA's sexual harassment policy fails to provide

adequate protection, that UCA faculty and staff were not properly educated concerning the policy, and that Mr. Williams and Dr. Thompson applied the policy in a manner that deprived the plaintiff of her federally protected rights. The plaintiff is asking for an unspecified amount of damages, attorney's fees, and costs. The Attorney General's Office is representing UCA, Dr. Thompson and Mr. Williams and has filed an answer denying the allegations. Mr. Davis, acting as his own attorney, has also denied the allegations.

Hill v Board of Trustees of UCA, et al., No. LR-C-94-345 (E.D.Ark.). Mr. Wilton Hill, a Department of Public Safety Officer, sued UCA in federal court for race and age discrimination and retaliation. Mr. Hill contends that UCA discriminated against him on the basis of his race by paying him a lower salary than a white employee with less seniority. Mr. Hill claims that he was subsequently denied a promotion to Uniform Commander based on his race, his age and in retaliation for filing the previous discrimination complaint. Mr. Hill is seeking promotion to the position of Uniform Commander, back pay, compensatory damages in excess of \$50,000, punitive damages in excess of \$50,000, attorney fees and costs. UCA's motion for summary judgment was granted as to Mr. Hill's promotion claims. The court has also dismissed the remaining claims, and this case is closed.

Barthel Huff v UCA, EEOC No. 251-94-0944. This is Dr. Barthel Huff's second age discrimination charge based upon UCA's failure to select him for a second faculty vacancy in the Department of Mathematics and Computer science. UCA has denied the charge and is awaiting a decision by EEOC.

Walter Hathaway v UCA, EEOC No. 251-94-0809. Mr. Hathaway filed a second charge alleging that he was discharged from his position as Equipment Operator I in retaliation for his filing an age discrimination claim against UCA. The university has denied the charge and EEOC did not find evidence of discrimination.

Betty Rogers v UCA, EEOC No. 251-95-1683. Dr. Rogers, faculty member in the College of Business Administration, has filed an EEOC charge contending that she was denied tenure due to unlawful sex discrimination. UCA is preparing its response to EEOC.

**USAR Center** - Information was provided concerning UCA's desire to acquire the United States Army Reserve Center located at 101 Donaghey Avenue. President Thompson stated that discussions on this issue are continuing.

**Board Meetings Schedule** - Future Board meetings have been scheduled as follows:

1. Friday, December 8, 1995
2. Friday, February 9, 1996
3. Friday, March 29, 1996
4. Friday, May 3, 1996
5. Friday, August 9, 1996

Mr. Aydelott requested that an additional meeting be scheduled during this fall semester.

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

  
Mr. Madison P. Aydelott III, Chairman

  
Dr. Harold H. Chakales, Secretary

I would like to thank you for the opportunity to speak to you today on behalf of the Student body of UCA. It wasn't that long ago that the Student Government Association was allotted this time for a statement each semester. This has definitely been a positive change which has opened the doors of communication between the students and the administration. However, I hope you will hear me today, when I ask that the doors be opened a bit wider.

The purpose of this statement has been to address student needs and concerns; provide student input. Five minutes is all that you have felt is necessary to sum up everything that affects the student body. This has proved to be an impossible task. And, it doesn't really make sense either. That is why I want to address today what is the greatest student need: Real Student input, an exofficio member on the Board of Trustees.

There is obviously a great need for student input. Last semester, I attended my first Board of Trustees Meeting. I was alarmed to see so many questions being asked about students, only to be answered by administrators. Extremely important decisions are made by this Board which, by structure, has no student input. Every decision you make affects students. The students are the very reason you are here.

Currently, one board member position, outweighs the voice of the entire student body. You are asking that we play Student Government, not provide a real voice for the students. We can't if you won't hear us.

Don't shut us out. By allowing a student position, we can build stronger relations and eliminate unneeded problems. There

would have unlikely ever been a protest and its trail of problems if the students felt they had any input. Even worse than being left out of discussion, President Thompson and this Board make decisions without even notifying us until they are complete. Not at other schools, such as UALR, UA, ASU, UAM, or UAPB, only at UCA are students given no channel of input. Lets move toward a common goal. The SGA has revised its structure; we no longer have the duties of Student Entertainment and Student Funding hanging over us. It's time for you to revise your structure. We are tired of playing SGA, we are ready for real student input. Open up the lines of communication and we will all have a reward: A better UCA.

There are other issues I would like to address. First, the recommendation for Co-ops and internships at UCA. Last September, our committee submitted a recommendation listing the advantages and concerns to be brought about by such a program. We came to a consensus, recommending to President Thompson, that UCA pursue the development of a cooperative education program. No action has been taken and I feel you are neglecting a great need. Students are at UCA to obtain a quality degree. In order to be competitive in the job world, they must be prepared and have an edge over other graduates. The advantages to be brought about are: Enhancing students' opportunities for employment, especially in fields or majors that offer limited career opportunities.

From: Kiplinger's Personal Finance (1994) 26% of all graduates hired came from co-op or intern programs, up from 17% the previous year.

From: Journal of Career Planning Employment (1994) 61% of responding employers with co-op programs said that new hires who participated in their programs received higher starting salaries than those without co-op programs said that new hires who participated in their programs received higher starting salaries than those without co-op experience.

## 2) Recruitment of Students

Parents and students are increasingly interested in this relation of a college degree to meaningful employment. Among the concerns were funding issues. This is the only concern without possible responses. That is why I come to you today. A realistic figure for the first year of funding a co-op program would be \$50,000. This money would be spent on what students at UCA deserve: a quality education. Football stadiums are great, but it's not what we pay tuition for. We need an edge. UALR, UA, Harding, UAPB all have co-op programs. UCA needs a co-op program.

I would now like to address the final issues I feel important. This semester, the SGA is working on school spirit, campus unity, safety concerns and the effectiveness of advising at UCA. The current system of advising is not the best it should be and I hope this issue, looked into last year, will be improved. I also hope you haven't forgotten about the issue of phone registration, which we should be able to look forward to in the near future. With the reorganization that will take place, I am concerned about the empty position of Vice President for Student Affairs. I hope we will have input on this as it is very important to the students. Finally, I want to say that I will take a strong stand against any

tuition increase. By the looks of the campus, the 8% increase in our state funding, I feel that asking the students to pay any more would be unnecessary. Thank you for the time today and I hope to be seeing more of you in the future.

Bill Yates  
Staff Senate President  
Board of Trustees meeting-October 13, 1995

APPENDIX B

Mr. Chairman, Board Members, Dr. Thompson

I appreciate very much the opportunity to speak to you on behalf of the University staff. I am proud to report to you on last year's accomplishments and our goals for 1995-96. Our three major goals for last year were: (1) to raise enough money to complete the endowment of our UCA Foundation Employee of the Year fund, (2) develop an incentive program for discouraging the abuse of sick leave, and (3) sponsored "Brown Bag" staff development sessions.

We were able to raise the necessary funds to endow the employee of the year program through sales of tickets at football and basketball games and through our first "Bear Cub Style Show". We developed a recognition program for those employees who had perfect attendance records or who used less than 8 hours during the year. They were recognized at the annual awards luncheon. Our "Brown Bag" sessions were a huge success. We covered topics from "stress management" to "how to stay motivated on the job". Last year was a very good year for the Staff Senate and our success was due to the outstanding leadership of Joyce Reid.

We approached this year with some apprehension over the new merit pay system for classified employees. We were concerned that the limitations imposed by the Legislature would limit the number of people receiving merit raises and the amount of the merit raises would be small. We were pleasantly surprised. I would be amiss if I did not give credit to Dr. Graham Gillis, the new Director of Personnel. He made every effort to keep Joyce Reid, the outgoing president, and myself informed of the efforts of the administration to come up with a program that would be fair and cover as many employees as possible. Not everyone was pleased, but as a general rule, how pleased a person was depended on how high their score was on their evaluation.

We look forward to another good year for the Staff Senate. We have set five goals: (1) begin the process of endowing, one at a time, the five staff senate scholarships, (2) establish a non-voting ex-officio position on the Staff Senate; this position will serve as our link to the administration, (3) explore the possibilities of providing information or training on how to effectively use your healthcare benefits, (4) explore the possibilities of developing a quick-reference campus procedure manual for each office on campus, and (5) explore the possibilities of developing an orientation video or a homepage to be used for orientation of new employees.

We have already started raising funds for the endowments and have established the ex-officio position on the Staff Senate. Dr. Gillis will fill that position and will be our link to Dr. Dombeck and President Thompson.

This is the second time I have had the pleasure to serve as the Staff Senate president. I was the first president of the Staff Senate 1983-84. I am very pleased with the open door policy and relationship that we now have with Dr. Gillis, Dr. Dombeck and President Thompson. We have always had a good working relationship with the President, but our formal chain of command has not been as well developed as it is now with Dr. Gillis and Dr. Dombeck.

Again I appreciate the opportunity to speak to you on behalf of the staff and hope that in the spring I will be able to report to you that we have been successful in meeting most of our goals for the year. Thank you for your continued support.

## Address to the University of Central Arkansas Board of Trustees

October 13, 1995

Henry N. Rogers III    Faculty Senate President

Mr. Chairman, Members of the Board, President Thompson, other guests--When Don Adlong addressed you last fall, his position was unique. He was the first President of the Faculty Senate to do so. My situation is also unique. I attempt to speak as representative of all the faculty of the University of Central Arkansas, an impossible task, but one which I can undoubtedly come closer to accomplishing than could any Senate President before me. I have the signal advantage of knowing without question what the clearly expressed concerns and opinions of the majority of the faculty are. I do not have to speculate about them, and so I find I have little choice concerning what I say to you this afternoon. It is unfortunate that this remarkable uniformity of opinion among the faculty has become what it is. It means that what I have to say will not be pleasant for me to say nor for you to hear, but it is my responsibility to say it. I know several of you, some quite well, and I hope you all will regard my addressing you in this manner as a sign of my respect for you as individuals and as a Board.

We have at UCA fine facilities, buildings, and grounds. I know of no student or faculty member who does not appreciate them, both for their practical value and for their beauty. But it is the belief of a large and growing majority of faculty that they have become a facade for a university that is in fact dysfunctional. That belief is revealed by the same sources which substantiate its validity. As you know, a faculty survey composed by the Faculty Senate and representatives of the administration, conducted in 1992-93, indicated serious concern among the faculty in regard to the administration's leadership and willingness to act in good faith. In the spring of 1994, the faculty voted no confidence in President Thompson, dramatic evidence of a situation that was irretrievable without great and honest effort on the part of faculty and administration. That fall the Faculty Senate pledged to work toward a better relationship with the administration, but, in response to escalating faculty concern, the Senate in the spring

of 1995 again surveyed faculty opinion. You have the results of that survey and a comparison of it with its predecessor. It is obvious that in the most critical areas of governance and faculty-administration relations, matters have continued to deteriorate drastically. A university's ability to perform its true functions--to seek and propogate knowledge, to teach its students well, and to thus serve society--is dependent upon a relationship between faculty and administration based upon mutual trust and respect, one which recognizes their respective abilities and responsibilities within the academic community. As this unprecedented accumulation of evidence suggests and this survey confirms, such a relationship does not exist at UCA. Our university--ours as faculty, ours as students, ours as administrators, ours as Board members, is by definition dysfunctional, and the quality of education it offers has been and increasingly is adversely affected.

Let me put matters within a practical context, one pertinent to the Board in its supervisory role, by referring to the North Central Accreditation Report of 1990, when the current administration had been in place for only two years. That report listed as UCA's primary strength "a high quality faculty that is committed to teaching and service." When North Central returns in 2000, what will it find? It will find an increasing reliance on parttime instructors even though UCA's enrollment has significantly declined since 1993. It will find a growing number of fulltime teachers who are ineligible to earn tenure and the responsibilities it confers. It will find President Thompson's assertion that we can no longer afford to have tenured faculty teaching lower division and general education courses, although the University has been able to afford this throughout its 87 year history. It will also find the President's subsequent proposal to the History Department to gradually reduce its tenured faculty by approximately half.

The North Central Report also lists the following as its most significant advice for UCA's improvement: "Avenues to improve communication with and between faculty, students, and administration through both formal and informal channels should be explored." What will North Central find when it returns? It will discover that 77% of the tenured/tenure-track faculty believe that there is not an

atmosphere of trust between themselves and the administration. It will find that 58% do not believe that the administration acts in good faith in its interactions with the faculty, that 61% do not think the administration handles academic/faculty matters efficiently and competently, 61% do not feel open lines of communication exist between faculty and administration, and 62% of the faculty do not believe the President adequately communicates faculty concerns to the Board of Trustees. And there has been a vote of no confidence.

It is ironic that in 1990 North Central identified its number one concern, UCA's principle weakness, as a problem of governance: "There is no evidence of long term planning which involves faculty participation in arriving at policy conclusions." For the past several years, there has been an intensifying concern among the faculty that they were losing their central role in the academic decision-making process, a role clearly delineated in the Faculty Handbook, and one expected and often required by accrediting agencies such as North Central. That agency, when it returns, will find that in matters of peer review by faculty committees concerning promotion, tenure, and sabbatical leave, "In many cases the recommendations of these committees have been disregarded in the final decision process." (Senate Faculty Affairs Committee Report on the State of Faculty Governance, Spring, 1995) As a most striking example, this spring tenure was denied individuals given positive recommendations by every faculty tenure committee and individual administrator up to the level of Academic Vice-President, and whose subsequent appeals were upheld by University grievance committees. North Central will also confront the administration's routine appointment of "Ad Hoc" committees to study issues which fall within the purview of existing standing committees, a practice which "has the effect of bypassing the provisions for normal faculty governance." (Senate Faculty Affairs Committee Report, Spring, 1995) The Faculty Senate has more than once protested, to no effect. Last week, for example, an ad hoc "Writing Program Task Force" was formed without any consultation with the English Department and even though no recommendations from three previous "Writing Across the Curriculum" committees have been implemented by the

administration. North Central will therefore learn that while 85% of the faculty feel that faculty should have primary responsibility for academic matters and decisions, 67% of them believe that they in fact do not have that authority for matters of academic and professional concern, and 66% do not believe that their input significantly affects administrative decisions.

It is clear, then, what North Central and other accrediting agencies are likely to find when they return to UCA. It is equally clear what the opinions of the large majority of UCA's faculty are in respect to the state of faculty governance and the competence and good faith of the University's central administration. It is therefore unfortunate but hardly to be wondered at that the faculty considers the university community to which it has dedicated itself to be dysfunctional, to be in grave danger of losing the academic freedom and excellence which have served its students and its supporters so well. I can assure you that the faculty has done and will continue to do all we can to make UCA a true university. We can do so only by remaining devoted to our students and our scholarship, by insisting on our proper roles and responsibilities within the academic community, and by refusing to compromise the integrity and the honor of the faculty.