

The Board of Trustees of the University of Central Arkansas convened in regular meeting Friday, March 18, 1994 at 1:00 p.m. in the Administration Building with the following officers and members present, to-wit:

Chairman:	Mr. Dalda Womack
Vice Chairman:	Mr. Joe White
Secretary:	Mr. Madison P. Aydelott III
	Mr. Ben F. Burton
	Mrs. Elaine Goode
	Mr. Rush Harding III
	Mr. Jerry Malone

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

Minutes of the last regular meeting, November 5, 1993, were approved as circulated on motion by Mr. White, with a second by Mr. Aydelott.

PRESIDENT'S REPORT

President Thompson reported on the following items:

Dr. Marvin DeBoer's Family - Dr. DeBoer's daughter, Sandra, was killed this week in an automobile accident in Spain. His wife, Connie, who was seriously injured, is hospitalized in Spain. President Thompson extended condolences to Dr. DeBoer and his family.

Cooperative Agreement with Two-year Institution - Remedial Instruction - UCA is considering the possibility of establishing an agreement with one of the two-year institutions under which the two-year institution would offer remedial instruction on the UCA campus and UCA would discontinue remedial programs. President Thompson reported that he has had a brief discussion with the President of Petit Jean Technical College concerning the possibility. UCA is far from having a decision on the matter; however, President Thompson wanted Board members to be aware that this is one way in which UCA may handle State mandates concerning the needs of remedial students. Dr. Thompson reminded the Board that there is legislation which requires four-year institutions to limit the funds for remedial programs.

Mr. Malone applauded the effort and hopes that it will be a successful venture.

President Thompson stated that it will be a long road because there are some very complicated questions with regard to financial aid and other issues which will be significant. Also, at this point, it is not certain that the two-year institutions will be interested in this type of agreement. If Petit Jean Technical College has no interest in pursuing the matter UCA will contact other two-year institutions.

Athletic Committee Recommendations - Last year, in view of financial restraints, gender equity requirements and other concerns, consideration was given to terminating UCA's baseball program.

President Thompson reported that after consultation with fellow presidents in the Gulf South Conference, further review of the developing federal requirements for gender equity, and with the concurrence of the Athletic Committee, he has concluded that UCA should continue the baseball program as a scholarship sport and deal with the gender equity issue by initiating a women's softball program, also as a scholarship sport. The softball program probably cannot be initiated earlier than the 1995-96 academic year. Further additions in women's programs will probably need to be made over the next few years.

Combining Trustee Lecture Series with Public Appearances - The combination of the funds expended heretofore for each series would provide a much better season, with the option of one "star" attraction or lecture each year.

January 28 Meeting of SBHE - On January 28 the State Board of Higher Education met and discussed funding policies for the 1995-97 biennium. A copy of the form which the Arkansas Department of Higher Education will use in making funding recommendations to the legislature was included in the Board agenda book. President Thompson discussed the ADHE equity adjustment in particular. He stated that UCA has grown very rapidly in recent years and has not received a proportionate increase in funding from the state. He further stated that he has talked with Governor Tucker concerning equity funding and will continue to address the issue throughout the summer and fall with the Department of Higher Education. President Thompson is hopeful that the funding process for the next biennium will better address the growth that has taken place at UCA and other institutions in similar circumstances. The State Board meets again in April.

Spring 1994 Enrollment - The official eleventh day enrollment reported for this 1994 spring semester was 8,694. This figure represents an increase of 11 students when compared to the 8,683 spring 1993 enrollment.

The application rate for the freshman class for the fall is down slightly; therefore, a modest decline in the fall enrollment is projected. However, in comparison with other state institutions, UCA continues to be quite strong in attracting students. The number of scholarship acceptances for the fall term is up significantly from last year.

Status Report on Various Capital Projects -

Laney Hall Replacement: Even though rain and snow days have stopped work on this project a total of approximately 17 days, the contractor, Cone Construction Co., estimates the project to be only one week behind schedule which suggests a completion date of late July or early August. The third floor slab of this facility has been poured and work is proceeding on preparing for the pouring of the floor slab for the attic.

Art Gallery: The exterior of this facility, including the brick work, and the roofing is completed. This project is scheduled for completion this month.

AETN/UCA Joint Studio/Classroom Facility: An eight-member advisory committee has been formed with four representatives from AETN and four from the University of Central Arkansas, to advise Susan Howarth, Director of AETN and Dr. Winfred Thompson, President of UCA, on the architect selection, planning, and construction of this facility. Each agency has contributed \$15,000 in planning funds to employ an architect for the development of preliminary plans and design concepts. Presentations were made by four architects on Tuesday, March 1st, in preparation for the selection of an architect for this facility even though state funds have not yet been received on this \$7,130,000 state financed facility.

Student Center: The architectural firm of Witsell, Evans, & Rasco is currently developing bid specifications for the addition and renovation to the Student Center. The asbestos abatement is scheduled to take place during late May and construction work sometime during the summer.

Recreation: The architectural firm of Sims, Grisham, and Blair is currently developing bid specifications for a softball complex. This project should be bid late spring with work to be started during the summer.

Parking Lots: Two parking lot projects are underway which will increase the number of parking spaces on campus and improve existing parking lots:

- (a) During the spring of 1993, a 100-space parking lot was constructed south of the Baldrige apartments (Elizabeth Street lot). Curbs and gutters were

constructed, drainage fiber and crushed rock applied and lighting installed. Planting islands will be constructed and asphalt surface will be applied as soon as weather permits. **Total Cost: \$104,000**

- (b) A new parking lot, containing 260 spaces, will be constructed southwest of Christian Cafeteria. The intramural field currently located at this site will be moved directly south. **Total Cost: \$170,000**

Litigation Update - The following is a report on the status of litigation against UCA as of February 25, 1994:

Davis v UCA et al., No. CIV 93-421 (Faulkner County Circuit). On October 18, 1993, Mr. Davis filed a complaint alleging essentially that UCA, its Board of Trustees and various employees had assisted in the alienation of his wife's affections. The court granted UCA's motion to dismiss the complaint on December 13, 1993.

Denton v Smith et al., No. E-93-245 (Faulkner County Chancery). On March 11, 1993, Heather Denton, a UCA student, filed a petition for a temporary restraining order seeking to prevent UCA from suspending her from school for three years for violation of the UCA policy prohibiting possession of weapons on campus. Ms. Denton claimed that she did not know the gun was in her possession. The court entered the TRO and subsequently granted a permanent injunction, finding that the policy violated the student's right to substantive due process. The court denied the plaintiff's request for attorney's fees and costs. The case is on appeal to the Arkansas Supreme Court.

Kerr v Smith, et al., No. E94-137 (Faulkner County Chancery). On February 14, 1994, Mr. Kerr, a UCA graduate student, filed a petition for a temporary injunction to reinstate Mr. Kerr as a student at UCA. Mr. Kerr had been suspended for three years for possession of a weapon found in his car. On February 15, 1994 the court granted the preliminary injunction without allowing UCA an opportunity to defend. UCA has filed a motion asking the court to vacate the order and hold an expedited hearing on the merits.

Veazy et al. v Ming Fang Wang et al., No. 92L-1621 (DuPage County Cir. Ct., Ill.). On August 12, 1992, Mr. Veazy and his wife filed this complaint against Dr. Wang (a UCA professor), UCA and the State of Arkansas for over \$300,000 in damages for physical injury, loss of consortium, and pain and suffering resulting from an automobile accident near Chicago, Illinois. Dr. Wang was driving a state vehicle, with insurance policy limits of \$65,000. In addition, Dr. Wang has a personal insurance policy for \$25,000. The parties are conducting medical discovery. This case has not been set for trial.

UCA v Super-Chef Manufacturing Co., Inc. et al., No. Civ 92-87 (Faulkner County Cir. Ct). This is an insurance company subrogation lawsuit. UCA has already received compensation from Liberty Mutual Insurance Company for damages sustained in a fire on the campus. Liberty Mutual is bringing this subrogation action in UCA's name. The matter has been set for trial on September 13, 1994. UCA has no financial liability in this matter.

Dennis Charles v UCA, No. LR-C-93-312 (E.D. Ark.) Mr. Charles, a Physical Plant employee, claimed that he was terminated on the basis of his sex. EEOC found no cause to believe that discrimination occurred. Acting as his own attorney, Mr. Charles has filed suit alleging both sex and race discrimination. UCA has moved to dismiss the claim as frivolous. Mr. Charles has received a court-appointed attorney. This case is set for trial on May 9, 1994.

Gibson v UCA, EEOC No. 251-94-0303. Ms. Gibson contends that she was not selected for the position of Director of Disability Services/Assistant Director of Minority Affairs due to her race, white, and her disability. UCA has denied the charge and is awaiting a decision by EEOC.

Wilton Hill v UCA, EEOC No. 251-93-0644. Mr. Hill, an officer in UCA's Department of Public Safety, claimed that he has been paid less than a less experienced white officer on the basis of race. UCA denied the charge and EEOC has agreed that no discrimination occurred.

Wilton Hill v UCA, EEOC No. 251-93-0960. Mr. Hill has filed a second charge claiming that he was denied promotion to the position of Uniformed Shift Commander based on his age, his race, and in retaliation for filing his previous EEOC charge. UCA has filed a response denying the charge and explaining that the selectee was chosen due to his superior qualifications. UCA has received a determination from EEOC that discrimination did not occur.

Barthel Huff v UCA, EEOC No. 251-93-1035. Dr. Barthel Huff has served as a faculty member at numerous universities. He currently resides in the State of Utah. Dr. Huff contends that UCA discriminated against him on the basis of his age when he was not selected for a faculty position in the Department of Mathematics and Computer Science. UCA has denied the charge and is awaiting a decision from the EEOC.

Walter Hathaway v UCA, EEOC No. 251-93-1346. Mr. Walter Hathaway is an employee in UCA's Physical Plant. Mr. Hathaway charged that UCA discriminated against him on the basis of his age when he was not selected for the positions of Financial Aid Officer II, Equipment Operator I, and Custodial Supervisor II. UCA has denied the charge and is awaiting a determination from EEOC.

Willis Hampton v UCA, EEOC No. 251-93-1486. Mr. Willis Hampton was an unsuccessful applicant for the position of Director of Public Safety. He contends that he was not selected due to race discrimination. UCA denied the charge and EEOC has agreed that no discrimination occurred.

Bailey v ARCO Construction and UCA Board of Trustees, No. 93-906 (Pulaski Cty. Cir. Ct.). On February 12, 1993, Mr. Bailey filed suit seeking unspecified damages for physical injury allegedly incurred when the plaintiff was working as a construction worker for ARCO on the UCA campus. UCA's motion to dismiss due to failure to achieve service has been granted.

Cooperative Agreement Between TWU & UCA - Library Science - The library science programs at UCA and Texas Women's University have entered into a collaborative agreement which will help Arkansas residents obtain an accredited master's degree in library science. The program will extend over two years with two courses being offered each semester. Twelve hours will be offered by TWU on the UCA campus, 12 hours of UCA library media course work will be accepted by TWU as transfer credit, and 12 hours will be offered on the TWU campus at Denton. Although TWU will grant the degree, the program will be administered jointly.

The masters' degree is a basic job qualification for public, academic, and special librarians. The collaboration addresses a shortage of qualified public librarians in Arkansas, and has the endorsement of the State Librarian and the Board of Directors of the Arkansas State Library.

This cooperative program will allow Arkansas residents to receive at no additional cost to the state a degree which would be otherwise unavailable.

January 30, 1994 State Salary Adjustments - A copy of a memorandum from President Thompson concerning a classified pay increase was included in the Board agenda book. The body of the memorandum reads as follows:

As you probably know, state agencies and the colleges and universities have been authorized to increase classified salaries by 2%, effective January 30. Institutions of higher education, unlike state agencies, are not required to implement the increase.

After careful consideration, I have decided that UCA will not implement classified pay increases until July 1.

There are several reasons for this. First, the additional monies released by the state are insufficient to cover the cost of the 2% increase on an annualized continuing basis, even if the raise were implemented only for classified employees. Second, for the past two years, we have provided, on average, increases somewhat larger for classified employees than for non-classified employees. It seems preferable, therefore, to delay the classified increases to July 1, when the university hopes to be able to provide comparable (though perhaps modest) increases for both classified and non-classified staff.

It is my understanding that most (and perhaps all) of the other four-year universities intend to follow basically this same procedure.

Everyone, of course, would like to be able to provide pay increases whenever possible. However, this approach seems to me to be the soundest one given our limited resources.

Trustee Training (Act 1171 of 1993) - President Thompson reminded the Board that Act 1171 of 1993 requires eight hours per year of trustee training for members of the Board. He encouraged Board members to consider attending the annual meeting of the Association of Governing Boards in Washington D.C. in April.

Gift of Pianos - Through an arrangement with the Baldwin Piano Company and the Don Colaianne Piano and Organ Company in Little Rock, UCA has received six grand pianos and six upright pianos to use free of charge in the UCA Music Department. Never before have UCA students had grand pianos on which to practice. President Thompson expressed his gratitude to both Baldwin Piano Company and Colaianne Piano and Organ Company and commended Dr. Sam Driggers for his efforts in obtaining the pianos.

Proposal to Revise Curriculum Requirements - President Thompson distributed copies of three documents: (1) a memorandum dated February 21, 1994 from President Thompson to the faculty concerning core curriculum requirements which contains a number of suggestions about the core curriculum and what UCA might look at to improve the basic instruction in the freshman and sophomore years; (2) a letter dated March 11, 1994 from members of the tenured faculty of the Department of English to members of the general public which criticizes President Thompson's suggestions. President Thompson stated that the letter goes above the faculty and the administration in asking members of the public to contact the Board of Trustees in opposition of the proposal which has never been formally made nor considered by any academic committee. President Thompson stated that it is inappropriate and unfortunate that the letter was distributed;

and (3) information concerning university colleges which was prepared by a member of the faculty at President Thompson's request.

President Thompson stated that it will be at least six months to a year before the issue is ready to be brought before the Board for consideration.

CASE Awards Announcement - Entries from UCA in the CASE IV competition won top awards, the University learned this week.

The viewbook "Metamorphosis" was judged the finest of 114 entries from institutions throughout the region which includes Mexico, New Mexico, Texas, Arkansas, Oklahoma and Louisiana. Second place went to New Mexico State University, and third place was won by Texas A&M. Also, a photographic entry, "A Fall Conversation," won the top award in its category.

The university's five-year report, "Tradition and Transformation," won two awards, and photographic entries also won five other awards.

CASE -- the Council for the Advancement and Support of Education -- is an international organization for institutional advancement professionals.

Ellen Ishee, director of publications, produced the publications. Russ Hancock, university photographer, made the photographs, and Jim Schneider, director of information services, wrote the copy for the publications. President Thompson also acknowledged the contributions of Joe Darling, Director of Admissions, to the publications.

Recent Student Achievements -

1. Timothy Hornbuckle, senior, of Conway, kinesiology and physical education major, was named one of four outstanding physical education majors in the nation by the National Association for Sport and Physical Education. The selection was based on his resume and his promise as a young professional. He will be recognized at the NASPE national conference in April in Denver.
2. Students taught by UCA music faculty won several first places in recent competitions.

In the National Association Teachers of Singing state competition, tenor Bart Dooley of Rector and soprano Christiana Leonard of Little Rock won first places, and tenors Eric

Dale of Nashville and Darryl Thomas of Conway won second places. (Ms. Leonard studies in the UCA Community School of Music, the others are UCA students).

In the Memphis Beethoven Club Competition, violinist Juliana Georgieva of Sofia, Bulgaria and pianist Karen (ka REN) Tchougourian of Erevan, Armenia won first places and cellist Deya Deynova of Vratza, Bulgaria won third place.

3. Six UCA football players and two women's volleyball players were named to the Gulf South Conference All-Academic teams in their sports.

UCA had more football players named than any other school.

The football players and their majors are:

- * Sophomore offensive lineman Teddy Dodd of Hoxie, physical therapy;
- * Senior fullback Chris Moseley of Arkadelphia, public administration;
- * Sophomore placekicker Colby Golden of Searcy, occupational therapy;
- * Sophomore linebacker Brian Barnett of Panhandle, Tex., physical therapy;
- * Sophomore linebacker Rodney Vincent of Vernon, Tex., kinesiology/physical education;
- * Freshman defensive back Heath Vance of Lake Hamilton, physical therapy

The two Sugar Bears making the All-Academic volleyball team are:

- * Senior Roberta Bewen of St. Louis, Mo., kinesiology/physical education;
- * Senior Jenifer McClendon of Harrisburg, speech/language pathology

The grade point averages of these eight athletes ranged from 3.08 to 3.87 and five of the eight were above 3.50.

Senior basketball forward Derell Washington of Mobile, Ala., set a one-game school scoring record when he made 44 points in a game against Delta State on Jan. 31. The old record of 43 had stood since 1956.

4. Last fall a team of UCA computer science students won first place in a regional programming competition. During the recent international competition the team placed seventh surpassing several well-known institutions including Harvard and MIT.

Financial Report - February 1994 - At President Thompson's request, Mr. Bob McCormack, Vice President for Financial Affairs, briefly commented on UCA's financial report ending February 28, 1994.

National Council for Accreditation of Teacher Education (NCATE) - Official notification was received yesterday from NCATE that UCA's College of Education passed all standards under its review and will be accredited through 1998. President Thompson acknowledged Dr. Jim Bowman, Dean of the College of Education, Dr. Bill Berry, Vice President for Academic Affairs, and Dr. Selvin Royal, UCA's coordinator of the NCATE self-study.

At President Thompson's request, executive session for the purpose of considering personnel was declared upon motion by Mr. White, with a second by Mrs. Goode.

OPEN SESSION

The following personnel adjustments, additional compensations from grant funds, appointments, summer appointments, part-time appointments, sabbaticals, educational leaves, leaves without pay, and resignations as recommended by President Thompson, were approved upon motion by Mr. White, with a second by Mrs. Goode:

Adjustments:

1. Jim Shelton, title change from Department Chair/Professor, Philosophy, to Interim Director of International Programs effective January 3 to July 1, 1994.
2. Charles Harvey, revised contract for the 1994 Spring semester to Interim Chair/Associate Professor, Philosophy, effective January 1 to July 1, 1994 @ a gross salary of \$26,424.00 (includes \$6,526.00 for administrative duties).

Additional Compensation from Grant Funds:

1. Bill Kordsmeier, Faculty Internship, Center for Management Development, effective December 1, 1993 through April 30, 1994 @ a gross salary of \$3,000.00.
2. Don Bradley III, Project Coordinator/Executive Director, Small Business Advancement National Center, effective October 1, 1993 through June 30, 1994 @ a gross salary of \$4,799.97.

Appointments:

1. Gary Stark, Dean of the College of Arts and Letters and Professor of History, appointment with tenure, effective June 23, 1994 to July 1, 1994 @ a gross salary of \$1,727.22 (\$76,000.00 per annum).

2. Gary Stark, Dean of the College of Arts and Letters and Professor of History, appointment with tenure, effective July 1, 1994 to July 1, 1995 @ a gross salary of \$76,000.00.
3. Marc Hirrell, Instructor, Biology, term, non-tenure track, effective January 13 through May 19, 1994 @ a gross salary of \$12,500.00.
4. Laurence Schmued, Assistant Professor, Health Sciences, tenure track, effective August 18, 1994 through May 18, 1995 @ a gross salary of \$33,000.00.
5. Edward Abdullin, Professor of Music, International Programs, term, non-tenure track, effective January 6 through May 13, 1994 @ a gross salary of \$10,000.00.
6. Elena Chklyarevskaya, Instructor of Russian, International Programs, term, non-tenure track, effective January 6 through May 13, 1994 @ a gross salary of \$10,000.00.
7. Mary Lackie, Project Coordinator/Coordinator of International Student Activities, International Programs, non-faculty appointment, effective January 1 through June 30, 1994 @ a gross salary of \$12,800.00.
8. John Mosbo, Academic Dean/Professor, College of Natural Sciences & Mathematics/Chemistry, appointment with tenure, effective June 1 to July 1, 1994 @ a gross salary of \$6,575.00 (based on \$78,900.00 per annum).
9. John Mosbo, Academic Dean/Professor, College of Natural Sciences & Mathematics/Chemistry, appointment with tenure, effective July 1, 1994 to July 1, 1995 @ a gross salary of \$78,900.00.
10. Julie Meaux, Instructor, Nursing, term, non-tenure track, effective January 1 through May 19, 1994 @ a gross salary of \$14,500.00.
11. Jennifer Ann Johnson, Instructor, Occupational Therapy, term, non-tenure track, effective January 3 through May 19, 1994 @ a gross salary of \$16,500.00.
12. Stephen Hearn, Instructor, Physical Therapy, term, non-tenure track, effective January 1 through May 19, 1994 @ a gross salary of \$16,500.00.
13. Janet Jackson, Assistant Librarian, Torreyson Library, non-faculty appointment, effective February 14 to July 1, 1994 @ a gross salary of \$12,207.88 (based on \$32,500.00 per annum).
14. Virginia Steele, Instructor, Transitional Studies, term, non-tenure track, effective January 10 through May 19, 1994 @ a gross salary of \$10,894.00.

Summer Appointment:

1. Terry James, Associate Professor, Administration/Secondary Education, first summer term 1993 @ a gross salary of \$723.00.
2. Laurence Schmued, Assistant Professor, Health Sciences, first and second summer terms 1994 @ a gross salary of \$3,960.00 each term.

Appointments, part-time:

1. Roxane DeLaurell, Instructor, part-time, Accounting, effective Spring semester 1994 @ a gross salary of \$3,000.00.
2. Michael Sutterfield, Instructor, part-time, Accounting, effective Spring semester 1994 @ a gross salary of \$1,500.00.
3. Carolyn Kelley, Instructor, part-time, Administration/Secondary Education, effective Spring semester 1994 @ a gross salary of \$3,736.00.
4. Gloria Nunley, Instructor, part-time, Applied Academic Technologies, effective Spring semester 1994 @ a gross salary of \$1,200.00.
5. Robert Price, Instructor, part-time, Applied Academic Technologies, effective Spring semester 1994 @ a gross salary of \$1,500.00.
6. Gertrude Casciano, Instructor, part-time, Art, effective Spring semester 1994 @ a gross salary of \$1,500.00.
7. Susan Chambers, Instructor, part-time, Art, effective Spring semester 1994 @ a gross salary of \$3,000.00.
8. Garth Hunt, Instructor, part-time, Art, effective Spring semester 1994 @ a gross salary of \$2,800.00.
9. Mari Lee, Instructor, part-time, Art, effective Spring semester 1994 @ a gross salary of \$3,000.00.
10. Leslie Mangiamele, Instructor, part-time, Art, effective Spring semester 1994 @ a gross salary of \$2,800.00.
11. Alberta McCauley Pearson, Instructor, part-time, Art, effective Spring semester 1994 @ a gross salary of \$3,000.00.

12. Jan Downing, Instructor, part-time, Biology, effective Spring semester 1994 @ a gross salary of \$3,000.00.
13. Edith Hardcastle Hudson, Instructor, part-time, Biology, effective Spring semester 1994 @ a gross salary of \$9,000.00.
14. Cindy King Robinette, Instructor, part-time, Biology, effective Spring semester 1994 @ a gross salary of \$2,800.00.
15. Carol Smedley, Instructor, part-time, Biology, effective Spring semester 1994 @ a gross salary of \$2,800.00.
16. Nona French, Instructor, part-time, Economics and Finance, effective Spring semester 1994 @ a gross salary of \$3,000.00.
17. Joseph LaFace, Instructor, part-time, Economics and Finance, effective Spring semester 1994 @ a gross salary of \$1,500.00.
18. J. Leo Langston, Instructor, part-time, Economics and Finance, effective Spring semester 1994 @ a gross salary of \$1,400.00.
19. Janet Blair, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$2,800.00.
20. Mary Ellen Blount, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$2,800.00.
21. Susan Burks, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$2,800.00.
22. Linden Cross, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$1,400.00.
23. James Frazer, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$2,800.00.
24. Katherine Frost Kamakahi, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$1,400.00.
25. Kay Lambert, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$2,800.00.
26. Tami Phillips, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$2,800.00.

27. Teresa McMoran, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$2,800.00.
28. Arthur Olds, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$1,400.00.
29. Barbara Rogers, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$2,800.00.
30. William Schlientz, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$1,400.00.
31. Don Spitler, Instructor, part-time, English, effective Spring semester 1994 @ a gross salary of \$2,800.00.
32. Freddie Bowles, Instructor, part-time, Foreign Languages, effective Spring semester 1994 @ a gross salary of \$1,400.00.
33. Emma Carrington, Instructor, part-time, Foreign Languages, effective Spring semester 1994 @ a gross salary of \$2,800.00.
34. Janet Gingerich, Instructor, part-time, Foreign Languages, effective Spring semester 1994 @ a gross salary of \$1,400.00.
35. Arvil Burks, Grant Coordinator, part-time, Health Education, effective Spring semester 1994 @ a gross salary of \$6,000.00.
36. Nancy Clark Instructor, part-time, Health Education, effective Spring semester 1994 @ a gross salary of \$2,800.00.
37. Kathryn French, Instructor, part-time, Health Education, effective Spring semester 1994 @ a gross salary of \$2,800.00.
38. Kristin Pritchard, Instructor, part-time, Health Education, effective Spring semester 1994 @ a gross salary of \$2,800.00.
39. Margie Towery, Instructor, part-time, Health Education, effective Spring semester 1994 @ a gross salary of \$2,800.00.
40. Lynn Vinson, Instructor, part-time, Health Education, effective Spring semester 1994 @ a gross salary of \$2,800.00.
41. Michael Vinson, Instructor, part-time, Health Education, effective Spring semester 1994 @ a gross salary of \$1,400.00.

42. George Balogh, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$1,500.00.
43. James Brent, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$1,400.00.
44. Mary Landreth, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$1,400.00.
45. Keith Mariott, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$2,800.00.
46. Denise Siemens Brewer, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$2,800.00.
47. Carole Carter, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$2,800.00.
48. Timothy Ebarb, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$2,800.00.
49. Susan Standridge, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$1,400.00.
50. Jayme Stone, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$2,800.00.
51. Dan Such, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$2,800.00.
52. John Sweeney, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$1,400.00.
53. Cathy Urwin, Instructor, part-time, History, effective Spring semester 1994 @ a gross salary of \$3,000.00.
54. Georg Andersen, Instructor, part-time, Home Economics, effective Spring semester 1994 @ a gross salary of \$1,400.00.
55. Pamela Bennett, Instructor, part-time, Home Economics, effective Spring semester 1994 @ a gross salary of \$2,800.00.
56. Patricia Bueter, Instructor, part-time, Home Economics, effective Spring semester 1994 @ a gross salary of \$5,500.00.

57. Sharon Burgess, Instructor, part-time, Home Economics, effective Spring semester 1994 @ a gross salary of \$1,400.00.
58. Elizabeth Coffman, Instructor, part-time, Home Economics, effective Spring semester 1994 @ a gross salary of \$1,400.00.
59. Martha Nehus, Instructor, part-time, Home Economics, effective Spring semester 1994 @ a gross salary of \$1,400.00.
60. K. C. Poole, Instructor, part-time, Home Economics, effective Spring semester 1994 @ a gross salary of \$2,800.00.
61. Beverly Tallent, Instructor, part-time, Home Economics, effective Spring semester 1994 @ a gross salary of \$1,400.00.
62. Janet Toombs, Instructor, part-time, Home Economics, effective Spring semester 1994 @ a gross salary of \$1,400.00.
63. Martha Antolik, Instructor, part-time, Honors College, effective Spring semester 1994 @ a gross salary of \$1,500.00.
64. Freddie Bowles, Instructor, International Programs Intensive English, effective Spring semester 1994 @ a gross salary of \$3,200.00.
65. Jennifer Damgaard, Instructor, International Programs Intensive English, effective Spring semester 1994 @ a gross salary of \$3,200.00.
66. Virginia Steele, Instructor, International Programs Intensive English, effective Spring semester 1994 @ a gross salary of \$3,200.00.
67. Shawn Akins Finch, Instructor, part-time, Kinesiology & Physical Education, effective Spring semester 1994 @ a gross salary of \$936.00.
68. Toby Hart, Instructor, part-time, Kinesiology & Physical Education, effective Spring semester 1994 @ a gross salary of \$2,800.00.
69. Mitzi Anthony, Instructor, part-time, Marketing and Management, effective Spring semester 1994 @ a gross salary of \$1,400.00.
70. Diana Arn, Instructor, part-time, Marketing and Management, effective Spring semester 1994 @ a gross salary of \$1,400.00.
71. Mark Bailey, Instructor, part-time, Marketing and Management, effective Spring semester 1994 @ a gross salary of \$1,400.00.

72. M. Philip Bartos, Instructor, part-time, Marketing and Management, effective Spring semester 1994 @ a gross salary of \$1,400.00.
73. Marsha Carson, Instructor, part-time, Marketing and Management, effective Spring semester 1994 @ a gross salary of \$1,400.00.
74. Nancy Ridling, Instructor, part-time, Marketing and Management, effective Spring semester 1994 @ a gross salary of \$1,400.00.
75. Timothy Rodgers, Instructor, part-time, Marketing and Management, effective Spring semester 1994 @ a gross salary of \$1,400.00.
76. Linda Zambrano, Instructor, part-time, Marketing and Management, effective Spring semester 1994 @ a gross salary of \$1,400.00.
77. W. Dewayne Collins, Instructor, part-time, Mathematics/Computer Science, effective Spring semester 1994 @ a gross salary of \$1,500.00.
78. Samuel Conley, Instructor, part-time, Mathematics/Computer Science, effective Spring semester 1994 @ a gross salary of \$2,800.00.
79. James Fielder, Instructor, part-time, Mathematics/Computer Science, effective Spring semester 1994 @ a gross salary of \$2,800.00.
80. Doyle Jackson, Instructor, part-time, Mathematics/Computer Science, effective Spring semester 1994 @ a gross salary of \$1,400.00.
81. Charles Watson, Instructor, part-time, Mathematics/Computer Science, effective Spring semester 1994 @ a gross salary of \$1,500.00.
82. Jackie Lamar, Associate Professor, part-time, Community School of Music, effective September 15, 1993 through June 30, 1994 @ an estimated gross salary of \$1,000.00.
83. Jessica Shaver, Instructor, part-time, Community School of Music, effective October 1, 1993 through June 30, 1994 @ an estimated gross salary of \$1,000.00.
84. Ed Alexander, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$1,400.00.
85. Martha Antolik, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$9,000.00.
86. Suzanne Banister, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$5,438.00.

87. Sue Evans, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$1,400.00.
88. Felice Farrell, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$3,440.00.
89. Christine Franklin, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$2,500.00.
90. Gerry Gibson, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$2,338.00.
91. Marta E. Gray, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$2,250.00.
92. Jim Hatch, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$1,500.00.
93. Troy Helm, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$1,400.00.
94. Suzanne Woods Nicklas, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$3,938.00.
95. Carol Oliver, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$2,400.00.
96. Gay Pappin, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$2,063.00.
97. Lee Phillips, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$6,500.00.
98. Charlotte Pitcairn, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$1,688.00.
99. Jessica Shaver, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$1,688.00.
100. Frances Thomas, Instructor, part-time, Music, effective Spring semester 1994 @ a gross salary of \$2,800.00.
101. Mary Roberta Doyle, Clinical Supervisor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$3,565.00.

102. Gwendolyn Galloway, Clinical Supervisor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$3,952.50.
103. Laura Gillis, Clinical Supervisor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$3,410.00.
104. Julie Kordsmeier, Clinical Supervisor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$3,680.00.
105. Nelda New, Clinical Supervisor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$3,952.50.
106. Ruth Rawlins, Instructor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$3,000.00.
107. Carol Ruscin, Clinical Supervisor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$4,080.00.
108. Judy Tevebaugh, Clinical Supervisor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$3,952.50.
109. Rita Woodward, Clinical Supervisor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$3,565.00.
110. Jan Watson, Clinical Supervisor, part-time, Nursing, effective Spring semester 1994 @ a gross salary of \$3,410.00.
111. Thomas D. Arnold, Instructor, part-time, Philosophy, effective Spring semester 1994 @ a gross salary of \$2,800.00.
112. Micheal Pelt, Instructor, part-time, Philosophy, effective Spring semester 1994 @ a gross salary of \$3,000.00.
113. Jimmy Lee Pittman, Instructor, part-time, Physical Therapy, effective Spring semester 1994 @ a gross salary of \$3,600.00.
114. Michael Murphy, Instructor, part-time, Political Science, effective Spring semester 1994 @ a gross salary of \$1,500.00.
115. Debbie Barnes, Instructor, Professional Field Services, effective May 16 through June 30, 1994 @ a gross salary of \$3,748.00.
116. Rene Crow, Instructor, part-time, Professional Field Services, effective Spring semester 1994 @ a gross salary of \$2,800.00.

117. William Crow, Instructor, part-time, Professional Field Services, effective Spring semester 1994 @ a gross salary of \$4,200.00.
118. Dorothy Mattison, Instructor, part-time, Professional Field Services, effective Spring semester 1994 @ a gross salary of \$4,200.00.
119. Hazel Seay, Instructor, part-time, Professional Field Services, effective Spring semester 1994 @ a gross salary of \$4,200.00
120. Jim Stone, Instructor, part-time, Professional Field Services, effective Spring semester 1994 @ a gross salary of \$4,200.00.
121. Mark Clark, Instructor, part-time, Psychology/Counseling, effective Spring semester 1994 @ a gross salary of \$3,000.00.
122. Janice Engelkes, Instructor, part-time, Psychology/Counseling, effective Spring semester 1994 @ a gross salary of \$1,400.00.
123. Steve Griffith, Instructor, part-time, Psychology/Counseling, effective Spring semester 1994 @ a gross salary of \$1,400.00.
124. Mary Mabry, Instructor, part-time, Psychology/Counseling, effective Spring semester 1994 @ a gross salary of \$1,400.00.
125. Ernest Ness, Instructor, part-time, Psychology/Counseling, effective Spring semester 1994 @ a gross salary of \$1,500.00.
126. Ann Woodruff, Instructor, part-time, Psychology/Counseling, effective Spring semester 1994 @ a gross salary of \$1,500.00.
127. Perry Brown, Instructor, part-time, Sociology, effective Spring semester 1994 @ a gross salary of \$3,000.00.
128. Leslie Gordon, Instructor, part-time, Sociology, effective Spring semester 1994 @ a gross salary of \$2,800.00.
129. William Horstman, Instructor, part-time, Sociology, effective Spring semester 1994 @ a gross salary of \$1,400.00.
130. Lisa Lewis, Instructor, part-time, Sociology, effective Spring semester 1994 @ a gross salary of \$1,400.00.
131. W. Travis Plumlee, Instructor, part-time, Sociology, effective Spring semester 1994 @ a gross salary of \$1,400.00.

132. Don Terrell, Jr., Instructor, part-time, Sociology, effective Spring semester 1994 @ a gross salary of \$4,200.00.
133. Angela Greenland, Instructor, part-time, Special Education, effective Spring semester 1994 @ a gross salary of \$1,400.00.
134. Rebecca Carr, Clinical Supervisor, part-time, Speech-Language Pathology, effective Spring semester 1994 @ a gross salary of \$2,125.00.
135. Cristi Harris, Clinical Supervisor, part-time, Speech-Language Pathology, effective Springs semester 1994 @ a gross salary of \$3,000.00.
136. Karen Lock, Clinical Supervisor, part-time, Speech-Language Pathology, effective Spring semester 1994 @ a gross salary of \$2,550.00.
137. Barbara Lorince, Clinical Supervisor, part-time, Speech-Language Pathology, effective Spring semester 1994 @ a gross salary of \$3,400.00.
138. Rose Hamilton, Instructor, part-time, Speech/Theatre/Journalism, effective Spring semester 1994 @ a gross salary of \$1,400.00.
139. Mike McCullars, Instructor, part-time, Speech/Theatre/Journalism, effective Spring semester 1994 @ a gross salary of \$1,400.00.
140. Elizabeth Parker, Project Administrator, part-time, Speech/Theatre/Journalism, effective Spring semester 1994 @ a gross salary of \$3,000.00.
141. Jimmie Williams, Instructor, part-time, Speech/Theatre/Journalism, effective Spring semester 1994 @ a gross salary of \$2,800.00.
142. Sandra Williams, Instructor, part-time, Speech/Theatre/Journalism, effective Spring semester 1994 @ a gross salary of \$2,800.00.
143. Rita Fielder, Instructor, part-time, Transitional Studies, effective Spring semester 1994 @ a gross salary of \$1,400.00.
144. Katherine Kamakahi, Instructor, part-time, Transitional Studies, effective Spring semester 1994 @ a gross salary of \$1,400.00.

Sabbaticals:

1. Terry Wright, English, Fall 1994.
2. Betty Hubbard, Health Sciences, Fall 1994.

3. Billy Smith, Psychology/Counseling, Fall 1994.

Educational Leaves:

1. Lynne Seymour, Nursing, March 28 through May 19.
2. Ronnie Tucker, Political Science, 1994-95 academic year.

Leaves Without Pay:

1. Victoria McDonald, Biology, Spring and Fall semesters 1994.
2. Richard Hobson, Music, Spring semester 1994.

Resignations:

1. Mike Vinson, Health Resources Center, January 14, 1994.
2. Brian Bolter, International Programs, January 5, 1994.
3. Linda Hathcote, Occupational Therapy, December 31, 1993.
4. John Foley, Physical Therapy, December 31, 1993.
5. Margaret Morrison, Torreyson Library, January 3, 1994.

Retirements:

1. Darrell Gentry, Administration/Secondary Education, effective at the end of the Spring semester 1994.
2. Lillian Del Papa, Nursing, August 18, 1994.
3. Jim Mayhugh, Special Education, February 15, 1994.
4. Marvin De Boer, Speech/Theatre/Journalism, effective at the end of the first summer term 1994.

Early Retirement:

1. Denver Prince, Physics, May 19, 1994.

NEW BUSINESS

Biennial Capital Request for 1995-97 - UCA submitted construction and renovation requests to the Arkansas Department of Higher Education on January 5, 1994 for the 1995/97 biennium. In the instructions for preparation of these requests, the State Board of Higher Education indicated they would give preference to requests which would fund construction and renovation designed to bring campuses closer to the Americans with Disabilities Act (ADA) requirements. This influenced the selection of projects to be included in the UCA request. The request submitted includes the following:

1. Funds to meet Americans with Disabilities Act requirements totaling \$875,000 including elevators in Snow Fine Arts and Harrin Hall, and ADA modifications to the Farris Center and other E & G buildings.
2. Renovations in Harrin hall to expand and enhance space in the amount of \$312,137.
3. Renovations in Main Building totaling \$1,334,515. This includes upgrading an inadequate electrical system, replacing the ceilings in most of the building, as well as replacing and refurbishing walls and floors.

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

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE CONSTRUCTION AND RENOVATION REQUESTS SUBMITTED BY THE ADMINISTRATION TO THE ARKANSAS DEPARTMENT OF HIGHER EDUCATION ON JANUARY 5, 1994 AS FOLLOWS:

- 1. FUNDS TO MEET AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS TOTALING \$875,000 WHICH INCLUDES ELEVATORS IN SNOW FINE ARTS AND HARRIN HALL, AND ADA MODIFICATIONS TO THE FARRIS CENTER AND OTHER E & G BUILDINGS.**
- 2. RENOVATIONS IN HARRIN HALL TO EXPAND AND ENHANCE SPACE IN THE AMOUNT OF \$312,137.**
- 3. RENOVATIONS IN MAIN BUILDING TOTALING \$1,334,515. THIS INCLUDES UPGRADING AN INADEQUATE ELECTRICAL SYSTEM, REPLACING THE CEILINGS IN MOST OF THE BUILDING, AS WELL AS REPLACING AND REFURBISHING WALLS AND FLOORS."**

General Registration and Other Fees -

Budget Adjustments

Recommendations for general registration and other required student fees were developed in conjunction with extensive budget planning.

Table A is a summary of our budget proposal. Projected increases and decreases in revenues and expenses are summarized at the bottom of the two columns. The proposed budget provides salary increases which aggregate 2 percent. Part-time teaching salaries would be reduced \$36,790, due in part to developing the budget with the assumption of a decline of 150 students. Maintenance and operation expenses of all operating departments are increased by 2.5 percent, costing \$190,266, though managers have discretion to reallocate those funds to areas of greater need.

The completion of the Laney replacement and the Art Gallery will add approximately 42,000 additional square feet to the campus and will require approximately \$104,000 additional dollars for insurance, utilities, custodial and maintenance personnel.

Scholarship allocations must be increased approximately 18 percent in order to maintain the same number of scholarships since general registration fees and other mandatory fees are recommended to be increased by approximately 18 percent. An additional \$177,800 provides scholarships comparable to other institutions for students with very high academic abilities.

Debt service will be reduced by approximately \$74,000 due to our use of debt service reserves to pay the remaining years of bonded indebtedness on some of the older bond issues.

In 1993-94, the educational and general budget supplemented the athletic budget in the amount of \$370,000. This supplement is eliminated with the increase in the student athletic fee.

The addition of the Arts and Letters Dean's office requires \$160,000. Expansion of the fund raising staff in the Development Office requires \$56,000, including fringe benefits.

The net adjustment is from \$44,981,331 to \$46,249,787, or approximately 2.8%.

A review of Table B entitled "Special Budget Requests for 1994-95" indicates that most of the requests from the various vice presidents are not funded in the proposed budget for 1994-95. Most of the items in this table have also been requested in previous years and represent basic services to our students which we are not able to fund.

If the Board of Trustees approves this budget summary the administration will apply salary increases to individuals, make final commitments to fill newly created positions and

prepare the detailed budget for presentation to the Board at its May 1994 meeting. At that time the Board will authorize contracts for the next academic and fiscal year.

Unfortunately, we cannot rely upon a significant increase in state funding for FY 1994-95. In fact, we project an increase of only \$93,679 in state funds, this amount being from the Educational Excellence Trust Fund.

Therefore, funding even this modest 2.8% increase in the budget will require a significant increase in fees.

TABLE A

REVENUES			PROPOSED BUDGET FOR FISCAL YEAR 1994/95*		EXPENSES	
	1993-94	1994-95		1993-94	1994-95	
General Registration Fee/UQ per Semester	787 **	865 ***	Teach Salaries & Non-Classified	19,723,917	20,118,395	
Full-Time Enrollment	8,650	8,500	Extra Part-Time Teaching	458,761	421,971	
			Classified Salaries	5,282,812	5,388,468	
			Graduate Assistants	636,851	636,851	
			Student & Extra Help	1,134,895	1,134,895	
			Merit/Promotions	0	0	
GENERAL REGISTRATION FEES	14,975,974	16,200,751	TOTAL SALARIES & WAGES	27,237,236	27,700,581	
OTHER FEES	1,140,567	1,140,567	STAFF BENEFITS	6,366,319	6,482,155	
STATE REVENUE	27,540,160	27,633,839	RETIREE BENEFITS	47,056	47,056	
OTHER REVENUE	940,170	1,010,170	MAINTENANCE & OPERATION	7,610,628	7,904,842	
SELECTED AUXILIARIES	214,460	214,460	SCHOLARSHIPS	2,353,004	2,961,323	
SUB-TOTAL INCOME	44,811,331	46,199,707	DEBT SERVICE/NDSL MATCHING	997,088	922,830	
BOOKSTORE REVENUE OVER EXPENSES	170,000	50,000	ATHLETIC TRANSFER	370,000	0	
			FOREIGN VISITING PROFESSORS		15,000	
TOTAL INCOME	44,981,331	46,249,787	DEAN'S OFFICE		160,000	
			DEVELOPMENT OFFICE/FUND RAISING		56,000	
TOTAL EXPENSES	44,981,331	46,249,787	TOTAL EXPENSES	44,981,331	46,249,787	
REVENUES OVER EXPENSES	0	0				
BREAKDOWN OF INCREASES (DECREASES):			BREAKDOWN OF INCREASES:			
Student Full-Time Enrollment		(150)	Teaching Salaries & Non-Classified - 2%		394,478	
General Registration Fees		9.91%	Extra Part-Time Teaching		(36,790)	
Other Fees		0.00%	Classified Salaries - 2.5% on anniversary		105,656	
State Revenue		93,679	Graduate Assistants		0	
Other Revenue		70,000	Student & Extra Help		0	
Selected Auxiliaries		0.00%	Merit/Promotions		0	
GENERAL REGISTRATION FEES:			Staff Benefits (25% of Teaching/Extra Part-time/Non-Class/Class)		115,836	
Base # of Students (8650):			Retiree Benefits		0	
Base Fees		14,975,974	Maintenance & Operation - 2.5% Departments		190,266	
Increase in Fees		1,484,277	Maintenance & Operation - Add't sq. ft. (Laney/Art Gallery)		103,948	
Increase (Decrease) # of Students:		(259,500)	Scholarships - (based on increase in tuition fees, change in student enrollment and new student center fees + \$177,800 additional)		608,319	
			Debt Service		(74,258)	
TOTAL GENERAL REGISTRATION FEES		16,200,751	Athletic Transfer		(370,000)	
			Foreign Visiting Professors (\$30,000 - \$15,000 net)		15,000	
			Dean's Office		160,000	
			Development Office - Fund Raising		56,000	

*Does not include self-funding auxiliary enterprises (Housing & Food Service, Parking Fees, and Bookstore)

**Does not include athletic fee of \$48 or activity fee of \$15, for a total of \$850.

***Does not include athletic fee of \$72, activity fee of \$15, or student center fee of \$48, for a total of \$1000.

TABLE B
UNIVERSITY OF CENTRAL ARKANSAS
SPECIAL BUDGET NEEDS FOR 1994/95

2147

OPERATING REQUESTS

INSTRUCTION		TOTAL REQUESTED
Faculty Salaries		?
Faculty Positions	4 Conversions to tenure-track	60,000
Faculty Positions	8 additional positions	325,000
Student Help	Assistance with labs	25,000
Technical Support	3 additional support staff to set up labs	72,000
Secretarial Staff	3 additional secretarial positions for administrative reorganization	52,000
Equipment	Improvement in instructional equipment	100,000
Computer Technology	Upgrade technology resources available	200,000
Summer Salaries	Additional positions to accommodate growth	50,000
Faculty Travel	New faculty travel	8,000
Graduate Assistants	5 additional graduate assistantships	27,500
Graduate Assistants/Increase in Stipends	Increase in stipends for graduate assistants from \$5500 to \$5700	22,500
M & O	Increased cost	182,000
		1,124,000

ACADEMIC SUPPORT

Library/Professional & Technical Staff	To maintain services, increase professional and technical staff	50,000
Computer Center/25%	Applications Programmer	8,000
		58,000

STUDENT SERVICES

Disabled Student Services/Reserve	Cover unexpected costs for disabled students	30,000
Minority Affairs/M & O	Implement new programs	15,000
Minority Affairs, Disabled Services/Secretary	Add secretary	14,398
Health Resources, Intramurals, Recreation/Sec	Add secretary	14,398
Admissions/Travel	Increased travel	6,500
Admissions/Scholarship Program Administration	Postage & supplies for administration of scholarship program	22,000
Admissions/Advertising	Advertising in Little Rock market	50,000
Publications/Graphic Designer	Add Graphic Designer	17,500
Publications/M & O	Add second color to Campus Contact	2,405
Public Appearances/M & O	Distribution of materials to Conway newcomers	700
Financial Aid/Personnel	Extra help, student workers and a Financial Aid Counselor II	28,823
Financial Aid/M & O, Equipment	PC's and additional telephone lines	14,900
Financial Aid/Maint, Phones/Voice Response	Software maintenance fee and phone line maintenance	5,536
		222,160

INSTITUTIONAL SUPPORT

Computer Center/75%	Applications Programmer	24,000
Payroll/Part-time Position	Half-time Accounting Technician	9,000
Student Loans/Increased Billing Service Contract	Anticipated increase in billing service	5,500
Business Office/Credit Card Transaction Fee	Due to increase in use of credit cards	16,500
Business Office/Reorganization	Redefining job duties of two supervisors	5,000
Institutional Research/Research Assistant	Research Assistant	23,823
Institutional Research/Computer Equipment	Upgrade computer system to transfer data electronically	3,000
Professional/Bonding Insurance	Increased number of students, faculty and staff are being covered	2,000
Photographer/M & O	Increased cost of materials and processing	5,000
Public Affairs/Reclassify to Assist V.P.	Reclassify Project Coordinator to Assist to the V.P.	8,720
Public Affairs/Reclassify to Appic Programmer I	Reclassify Clerk Typist to Applications Programmer	5,415
Public Affairs/M & O for Video Production	Public Affairs video	10,000
Personnel/Clerk-Typist	Clerk typist for increased work load	14,398
Personnel/M & O	Additional M & O	1,350
Personnel/PC, Printer, Fax	Equipment	4,401
University Police/Fully fund Director's position	Fully fund Director's position	22,500
University Police/Accounting Technician I	Accounting Technician I to assist the Support Supervisor	16,315
University Police/2 Dispatch Operators	To replace students working as dispatch operators	32,630
University Police/Student Help	Additional student help to enforce parking regulations	7,946
University Police/M & O	Additional M & O	4,215
		221,713

PHYSICAL PLANT

Property Insurance	Premiums on the new facilities	4,860
Personnel/2 Custodians	2 custodial workers for new facilities	23,887
M & O	Custodial supplies and service contracts	9,700
Utility Increase	Additional square feet	68,750
		107,197

ATHLETICS

Increase in athletic subsidy	?
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TOTAL REQUESTS	1,733,070
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CAPITAL REQUESTS

Public Appear/Sound, Light Upgrade/Ida Waldran	15,000
Computer Center/System Printer	40,000
Computer Center/Direct Access Storage	75,000
Computer Center/Financial Aid Voice Response	40,000

COMMITTED EXPENSES

Scholarships - Additional	177,800
Establishing new Dean's Office	160,000

ADDENDUM--NOT REVIEWED BY BAC

Public Affairs/Director of Development	56,000
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Fees1. General Registration and Other Mandatory Fees

The current and proposed general registration and other required fees for a student enrolled in 12 credit hours per semester are as follows:

<u>FEE</u>	<u>Current 1993-94</u>	<u>Proposed 1994-95</u>
General Registration	\$787	\$ 793
Library		24
Equipment		24
Health/Wellness		24
Sub-Total	\$787	\$ 865
Athletics	\$ 48	\$ 72
Student Activity	15	15
Student Center/Recreation		48
TOTAL	\$850	\$1,000

General Registration Fee: The proposed increase in the General Registration Fee is \$6 per semester per full-time student and represents less than a one percent increase in that fee.

Library Fee: This fee of \$2 per credit hour for 12 hours or \$24 per student per semester is expected to generate in excess of \$400,000 which would provide over 50 percent of the funding for the library holdings budget (which would become available for other educational and general purposes).

Equipment Fee: This fee is also \$2 per credit hour and is expected to generate the same amount of money as the Library Fee. The revenue would be sufficient to replace the June 30, 1993 furniture and equipment inventory in the instructional and research areas of the university in ten years. Current funding for instructional furniture and equipment would be available for other educational and general purposes.

Health/Wellness Fee: This fee is recommended at \$2 per credit hour for a total of \$24 for a full-time student per semester and would produce in excess of \$400,000 which is sufficient to cover the current cost of the Student Health Services, Counseling Center and

Health Resources Center. The funds that are currently dedicated to these functions would be available for other educational and general purposes.

Athletic Fee: This fee is recommended to be increased by 50 percent from \$4 per credit hour, with a maximum of \$48 per semester, to \$6 per credit hour with a maximum of \$72 per semester. This increase is expected to generate in excess of \$400,000 for the university athletic program which would permit the elimination of the \$370,000 educational and general supplementation to the athletic budget in 1993-94.

2. Library Usage Fee for Non-students

Under the proposed student fees for Fall of 1994, students would be charged a \$2 per credit hour Library Fee with a maximum of \$24 per semester or \$48 per nine month academic year for a full-time UCA student. A Library Usage Fee of \$50 per fiscal year is recommended for external constituents using the UCA Library. This fee would be required for any person using the UCA Library who is not a member of the university community (student, staff, faculty). The fee would be charged only to external constituents who receive services from the library, including checking out library materials and requesting bibliographic searches. External constituents would be permitted to enter the library without paying the usage fee to browse through books and periodicals as long as they do not request services, including bibliographic searches and checking out library materials.

3. Late Registration Fees

The University of Central Arkansas currently charges a late registration fee of \$10.00 for students who register on or after the first day of classes. Six Arkansas institutions, including Arkansas State University at Beebe, Henderson State University, and the University of Arkansas at Fayetteville charge late registration fees greater than \$10.00. All expenses associated with registration have risen since 1980, when the present late registration structure was implemented, with the most dramatic increase found in the cost for personnel. We now request increasing the late registration fee to \$25.00

4. Parking Fees

a. Parking Permit Increases

A separate agenda item discusses parking improvements recently completed, underway, and planned for the future. In spite of a substantial increase in the number of available parking spaces, faculty, staff, visitors, and particularly students, continue to cite the shortage of convenient, well-lighted, hard-surfaced parking space as a serious campus deficiency. Vehicular and pedestrian traffic congestion presents a safety concern which can be addressed in part by the modification of traffic routes and patterns. Preliminary planning has been completed for several additional parking and traffic

projects which could be carried out during the next two to three years at a cost of approximately \$2,000,000. (These, too, are discussed in a separate item.)

The sole recurring dedicated income source for the construction and improvement of campus parking lots and streets is parking permit (decal) sales. The price of parking decals for 1993-94 year increased \$5 over the 1992-93 price, the first increase in ten years.

Parking decal costs for 1993-94 are as follows:

	Full Year	Summer	Replacement	Temporary
Faculty/Staff	\$20.00	\$10.00	\$1.00	\$1.00
Student	\$15.00	\$ 7.00	\$1.00	\$1.00

Increases in the cost of parking decals as listed below should provide sufficient funds to service \$800,000 in outstanding bonds currently being funded from general registration fees and to service an additional \$2,000,000 bond issue to be considered in a separate agenda item.

1994-95				
	Full Year	Summer	Replacement	Temporary
Faculty/Staff	\$30.00	\$15.00	\$2.00	\$1.00
Student	\$25.00	\$12.00	\$2.00	\$1.00

1995-96				
	Full Year	Summer	Replacement	Temporary
Faculty/Staff	\$45.00	\$23.00	\$2.00	\$1.00
Student	\$35.00	\$17.00	\$2.00	\$1.00

b. Priority Parking Fees

It is common practice on university campuses to reserve selected centrally located parking spaces for administrative personnel and senior faculty and charge parking fees for those spaces which are considerably higher than non-reserved space fees and

commensurate with the convenience provided by reserved parking. An alternative approach, which has some of the advantages of reserved parking and would generate additional revenue for parking facilities, is to identify selected parking spaces which would require a "priority one" decal. Annual decals would be sold on a limited basis and at a cost of no more than \$100 above regular faculty and staff decals. A pilot project conducted during 1994-95 with approximately 125 priority parking spaces, could determine the feasibility of modifying our current parking space designation policy.

5. Continuing Education Correspondence Course Fee

The Division of Continuing Education proposes to increase the semester credit hour registration fees for correspondence courses. At present, the fee for in-state students is \$42.00 per credit hour. The current fee for out-of-state students is \$52.50 per credit hour. The current fee structure has been in effect since April 25, 1990, when a five percent increase was approved. The University of Arkansas at Fayetteville currently charges \$45.00 per credit hour for in-state students and \$50.00 for out-of-state. Arkansas State University charges \$60.00 per credit hour to both in-state and out-of-state students. The University of Missouri-Columbia charges \$91.00 per hour to both in-state and out-of-state students and will increase to \$101.00 on June 1, 1994.

The Division of Continuing Education proposes to increase the correspondence course semester credit hour registration fees to \$48.00 for in-state students and \$60.00 for out-of-state students.

6. Revision to Combined International Student Activity/Administration Fee

The costs of serving international students have increased and will increase even more in the years ahead as application and admission of international students increase.

(a) Bus transportation for bringing entering students from the Little Rock airport will increase both because of the increasing numbers of students and because of the increased costs of transportation.

(b) Bus transportation for excursions and for shopping tours, essential since many international students own no automobile, will also increase.

(c) The cost of administering the health insurance program has greatly increased. The Office of International Programs holds periodic orientation meetings on health insurance benefits and procedures, facilitates individual student claims, counsels with students, handles refunds, and does other things to help students utilize this program.

(d) The Office of International Programs has employed a full-time student activities coordinator to serve the needs of all international students. One effect of this improvement in student services is to increase the total administrative costs of the office.

(e) The Office of International Programs contributes \$10,000.00 per year from activities fees to support a position in the Registrar's office which serves to evaluate transfer credits for international students.

Therefore, the administration requests the approval of a combined international student activity/administration fee in the amount of \$40.00 (previously \$30.00) as well as an extension of authorization to charge for the mandatory international student health insurance (amount equal to premium costs).

In determining fee levels, it may be appropriate to compare the cost of attendance at UCA with the cost of attendance at similar publicly supported universities in the state and region. Tables C and D reflect such comparisons.

TABLE C

**Comparison of Estimated General Registration and Other
Mandatory Fees Per Semester Among Arkansas Public Four-year
Universities For Fall 1994 Full-time In-state Students**

		Estimated (1)	
Category University	1993	1994	Above or Below UCA
Category I (Doctoral)			
UAF	\$973	\$1,005	\$5
Category II (Masters I)			
ASUJ (2)	826	853	-147
UALR	1054	1089	89
UCA	850	1000 (3)	0
Category III (Masters II Limited Offering)			
ATU	850	878	-122
HSU	814	841	-159
SAUM	765	790	-210
Category IV (Baccalaureate)			
UAM	786	812	-188
UAPB	797	823	-177

(1) 1993 Total Fees increased by 3.3% , the Higher Education Price Index for 1993

(2) Based on 12 hours, ASUJ's General Registration fee varies by the number of hours and is not capped at 12 hours. For 15 hours it would be \$1002.

(3) Proposed fees for UCA, \$793 General Registration, \$72 Athletic, \$24 Library, \$24 Equipment, \$24 Health and Wellness, \$48 Student Center and Recreation Facilities and \$15 Activity.

TABLE D

Tuition & Required Fees
Semester Cost
1993-1994

	UCA	MSU	UM	USM	DSU	JSU	ASU	MUW	MVSU	USC	UNCG	SEMSU	NELU
Tuition	787.00	998.00	998.00	998.00	906.00	906.00	869.50	869.50	869.50	1415.50	423.00	1192.00	788.00
Required Fees:													
Athletic	48.00	75.00	75.00	75.00	87.50	87.50	87.50	50.00	87.50	None	117.50	9.00	None
Union	None	24.50	18.00	30.00	22.50	30.00	42.50	55.00	63.00	None	None	None	4.50
Health	None	45.00	40.50	30.00	25.50	34.00	75.00	35.00	42.00	None	94.00	None	6.00
Student Activity	15.00	94.00	96.50	69.00	55.50	62.50	113.50	110.00	20.00	None	126.50	16.00	72.00
Facilities	None	None	None	None	None	None	None	None	None	None	61.00	None	None
Computer Use	None	None	None	None	None	None	None	None	None	None	36.50	None	None
Student Services	None	None	None	None	None	None	None	None	None	None	None	None	None
General Use	None	None	None	None	None	None	None	None	None	129.50	None	None	58.00
TOTALS	850.00	1236.50	1228.00	1202.00	1097.00	1120.00	1188.00	1119.50	1082.00	1545.00	858.50	1217.00	928.50

LEGEND:

UCA	University of Central Arkansas
MSU	Mississippi State University
UM	University of Mississippi
USM	University of Southern Mississippi
DSU	Delta State University - Mississippi
JSU	Jackson State University - Mississippi
ASU	Alcorn State University - Mississippi
MUW	Mississippi University for Women
MVSU	Mississippi Valley State University
USC	University of South Carolina
UNCG	University of North Carolina at Greensboro
SEMSU	Southeast Missouri State University
NELU	Northeast Louisiana University

NOTE: All costs are for one semester for a full-time student.

Discussion concerning this item was as follows:

Mr. White pointed out that he opposed last year's fee increase. He stated that a great deal of the problem has to do with equity funding and in the short term a fee increase is the only option UCA has other than cutting some services. He hopes that if the Board decides to support the proposed significant increase that it would work just as hard to come back and give some relief to the students if the state funding situation improves.

Mr. Malone stated that he, too, opposed the fee increase last year. He further stated that he realizes that the number of ways to raise revenues is limited. Although he has no objection to the proposed modest 2% salary increase he believes that UCA needs to determine its priorities and how to address them. He suggested a possible Board retreat to focus on "where we think this university is going and where we think it should be going".

Mr. Malone pointed out that there is not a contingency fund built into the proposal. He suggested that if revenues exceed what is projected that those additional funds be placed in a contingency fund which could possibly be available next year in lieu of another fee increase.

President Thompson stated that without a fee increase there will be no faculty/staff pay increases, present searches for full-time, tenure-track faculty members will be canceled, equipment purchases will be cut back, and consideration will be given to imposing an application deadline to determine at an earlier point how many people are needed to staff classes.

Following further discussion the following resolutions were adopted upon motion from Mr. Burton, seconded by Mr. Aydelott, with a negative vote from Mr. Malone. Mr. Malone stated that "the vote is not indicative of disagreement with the proposed increases for non-classified, teaching, and classified staff, but it's more so indicative of my continued concern that we are not focusing on university priorities in a concerted manner from year-to-year and that each year we fail to do so we continue to be compelled to consider a tuition increase as one of our few or only options to deal with ever present needs of the university".:

"BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES ADOPTS THE FOLLOWING SCHEDULE OF GENERAL REGISTRATION AND OTHER FEES FOR THE 1994-95 ACADEMIC YEAR, EFFECTIVE FALL 1994;

BE IT FURTHER RESOLVED: THAT FOR THE 1994-95 ACADEMIC YEAR AND FUTURE YEARS, UNLESS OTHERWISE SPECIFIED, FEES FOR STUDENTS ENROLLED IN CREDIT COURSES IN THE DIVISION OF CONTINUING EDUCATION BE THE SAME AS GENERAL REGISTRATION FEES CHARGED OTHER STUDENTS;

BE IT FURTHER RESOLVED: THAT ALL FEES NOT MODIFIED
REMAIN AT THE SAME LEVEL AS FOR THE 1993-94 ACADEMIC
YEAR."

GENERAL REGISTRATION FEES

	<u>In-State Fees</u>		<u>Out-of-State Fees</u>	
	1993-94	PROPOSED	1993-94	PROPOSED
Undergraduate:				
Per Credit Hour	(\$71)	\$ 72	(\$ 142)	\$ 144
Maximum for 12 or More Credit Hours	(787)	793	(1,574)	1,586
Graduate:				
Per Credit Hour	(92)	93	(184)	186

OTHER MANDATORY FEES *

		<u>PROPOSED Per Credit Hour</u>		<u>PROPOSED Maximum for 12 or More Credit Hours</u>
Library	(-0-)	\$2	(-0-)	\$24
Equipment	(-0-)	2	(-0-)	24
Health/Wellness	(-0-)	2	(-0-)	24
Athletic	(4)	6	(48)	72

* Rates are the same for in-state and out-of-state undergraduate and graduate students.

LIBRARY USAGE FEES FOR NON-STUDENTS

	1993-94	Proposed
Per Fiscal Year	(\$0)	\$50.00

LATE REGISTRATION FEES

	1993-94	Proposed
	(\$10.00)	\$25.00

PARKING FEES**(A) PARKING DECALS**

	1993-94	Proposed 1994-95	Proposed 1995-96
<u>Faculty & Staff</u>			
Full Year	(\$20.00)	\$30.00	\$45.00
Summer	(\$10.00)	\$15.00	\$23.00
Replacement	(\$ 1.00)	\$ 2.00	\$ 2.00
Temporary	(\$ 1.00)	\$ 1.00	\$ 1.00
<u>Students</u>			
Full Year	(\$15.00)	\$25.00	\$35.00
Summer	(\$ 7.00)	\$12.00	\$17.00
Replacement	(\$ 1.00)	\$ 2.00	\$ 2.00
Temporary	(\$ 1.00)	\$ 1.00	\$ 1.00

(B) PRIORITY PARKING FEES

Not to exceed the cost of an annual faculty/staff decal by more than \$100.00

CORRESPONDENCE COURSE REGISTRATION FEES

	1993-94	Proposed 1994-95
	Per credit hour	
In-state	(\$42.00)	\$48.00
Out-of-state	(\$52.00)	\$60.00

COMBINED INTERNATIONAL STUDENT ACTIVITY/ADMINISTRATION FEES

	1993-94	Proposed 1994-95
Per semester	(\$30.00)	\$40.00 *
Per summer term		\$20.00

* Plus an amount to be sufficient to purchase mandatory health insurance coverage (fall and spring semesters only).

Food Service Contract for 1994-95 - The university has received a food service proposal from ARA Services for the 1994-95 contract year. The new contract will continue the same food service program in Christian Cafeteria as offered during the current year. The option of a 75-meal plan will be provided for non-residence hall students.

ARA has requested a rate increase of 5%. The commission paid for off-campus special groups and on casual meals in the cafeteria will remain at 15% and 12% respectively. ARA has agreed to allow students the option of adding a cash-declining balance to their meal plan for use in all ARA food operations on campus and will pay the university a 12% commission on these sales.

The University has contracted the past year with ARA for the operation of its snack bar, bake shop, and Pizza Hut in the Student Center. Because of the renovation to the Student Center, these operations will be temporarily consolidated into one location. We are recommending that we continue the contract with ARA for the 1994-95 year with payment to the university of 13% of sales for the snack bar and bake shop and 7% of sales in the Pizza Hut, which is the same as 1993-94. Also, ARA will pay the university 13% of sales for all catered events.

No change is recommended for the Estes Stadium and Farris Center concessions contract. The university currently grants ARA the exclusive right (except for the UCA High School Basketball Tournament) to operate the concessions in these facilities. It is recommended that this contract be extended from June 1, 1994 through May 31, 1995 with payment to the university of 15% of gross sales, which is the same as the 1993-1994 rate.

The rates for 1994-95 are as follows:

<u>Term</u>	<u>Meal Plan</u>	<u>1993-94 Rates Per Day</u>	<u>1994-95 Rates Per Day</u>	<u>Commission</u>	<u>Increase</u>
1995 Summer	All 19 Meals	\$6.138	\$6.445		5%
	Any 15 Meals	\$5.317	\$5.583		5%
Regular Term	All 19 Meals	\$3.770	\$3.958		5%
	Any 15 Meals	\$3.515	\$3.691		5%
	Any 10 Meals	\$3.378	\$3.547		5%
Off Campus Special Groups	Breakfast	\$2.770	\$2.910	15%	5%
	Brunch	\$3.370	\$3.540	15%	5%
	Lunch	\$3.370	\$3.540	15%	5%
	Dinner	\$3.370	\$3.540	15%	5%

Casual Meals	Breakfast	\$3.250	\$3.400	12%	4.6%
	Brunch	\$3.750	\$3.950	12%	5.3%
	Lunch	\$4.000	\$4.200	12%	5%
	Dinner	\$4.000	\$4.200	12%	5%
	Steak Night	\$4.950	\$5.200	12%	5%
	Special Meals	\$4.950	\$5.200	12%	5%

Other Commissions:

12% for 75 meal plan for non-boarders (\$275.00 per semester)

12% for optional declining balance

13% for catered events

In response to a question from Mr. Aydelott, Dr. John Smith, Vice President for Student Affairs, stated that the student participation rate has increased approximately 4% to 5% over last year. Total participation rate is about 80%. The 15-meal plan is the most popular selection.

Mr. Aydelott asked if ARA is continuing to be responsive to student and faculty/staff suggestions. Dr. Smith explained that a food service and housing committee meets on a monthly basis to address student concerns. ARA addresses those concerns and reports back to the committee at the next meeting.

Mr. White reminded Dr. Smith that last year he had questions and concerns about ARA's not buying from local suppliers and asked if ARA has modified its position this year. Dr. Smith stated that he has expressed that concern very strongly to ARA and has been assured that ARA would attempt to increase their business with local suppliers. He further stated that he has had no complaints from local suppliers.

The following resolution was adopted upon motion by Mr. Harding, seconded by Mrs. Goode, with a negative vote from Mr. White:

"BE IT RESOLVED: THE ADMINISTRATION IS AUTHORIZED TO SIGN A ONE-YEAR CONTRACT WITH ARASERVE, INC., WITH RATES AS SHOWN IN THE CHART ABOVE.

BE IT FURTHER RESOLVED: THE ADMINISTRATION IS AUTHORIZED TO SIGN A ONE-YEAR CONTRACT WITH ARASERVE, INC., FOR THE OPERATION OF THE SNACK BAR, BAKE SHOP, AND PIZZA HUT IN THE STUDENT CENTER PROVIDING THAT ARASERVE, INC. WILL PAY THE UNIVERSITY 13% OF GROSS SALES FOR THE SNACK BAR AND BAKE SHOP AND 7% OF GROSS SALES FOR THE PIZZA HUT FOR THE PERIOD JUNE 1, 1994 THROUGH MAY

31, 1995, AND SIGN A SIMILAR CONTRACT WITH ARASERVE, INC., FOR THE OPERATION OF THE ATHLETIC CONCESSIONS AT ESTES STADIUM AND THE FARRIS CENTER FOR THE PERIOD BEGINNING JUNE 1, 1994 THROUGH MAY 31, 1995, PROVIDING ARASERVE, INC. WILL PAY THE UNIVERSITY 15% OF GROSS SALES DURING THE PERIOD OF THIS CONTRACT."

Housing -

1. Summer 1994 Housing Rates (Revision of 1993 Policy)

At the March 26, 1993, Board of Trustees meeting, the Board approved a double occupancy rate of \$180.00 for student housing for each summer term of 1994. Because of the number of students anticipated for summer housing and the need to spend more maintenance time in other residence halls, the Housing Office plans to use only Minton Hall for summer school housing for 1994. If additional space is needed, one floor of Baridon Hall will be used with comparable options provided to each student.

Minton Hall is the designated twelve-month hall. Because of the much larger rooms and special furnishings Minton has a Board approved rate of \$185.00 per month. The summer school housing rate will need to be adjusted to reflect the use of Minton Hall, and the five-week terms.

2. Room and Board Charges for 1994-95

Substantial improvements have been made to the residence halls and the cafeteria in recent years. Because of rising costs in food, utilities, salary increases, and maintenance of aging housing facilities, a modest rate increase for room and board is advisable.

The current room and board charge is \$1250.00 per semester if the student is in a double occupancy room and on the 19-meal plan. The total proposed for 1994-95 is \$1300.00, or an overall increase of 4%. The board plans offered for 1994-95 are the same as offered for 1993-94. The plans are: summer - all 19-meal plan and any 15-meal plan; fall and spring - all 19-meal plan, any 15-meal plan, and any 10-meal plan.

The chart below summarizes rates at other Arkansas and regional institutions.

Arkansas & Regional Institutions Room & Board Rates
1993-94

<u>Arkansas Institutions</u>	<u>Rate*</u>
University of Arkansas/Fayetteville	\$1,775.00
Arkansas Tech	\$1,265.00
University of Central Arkansas	\$1,250.00
Henderson State	\$1,224.00
Arkansas State	\$1,205.00
University of Arkansas/Pine Bluff	\$1,204.00
University of Arkansas/Little Rock	\$1,182.00**
University of Arkansas/Monticello	\$1,155.00
Southern Arkansas University	\$1,120.00
<u>Regional Institutions</u> (Housing capacity of 1500-3000)	
East Texas State University	\$1,910.00
Angelo State University	\$1,800.00
East Tennessee State University	\$1,612.00
Southeast Missouri State University	\$1,710.00
Memphis State University	\$1,580.00
Texas Woman's University	\$1,524.00
University of Tennessee/Martin	\$1,400.00
Northeastern State University (OK)	\$1,256.00
University of Central Oklahoma	\$1,110.00

* = Room and full meal plan for one semester

** = Room charge only

3. Baldrige Apartments 1994-95 Rental Rates

The current rental fee for Baldrige apartments is competitive with surrounding off-campus apartments. Occupancy has averaged approximately 99% this year. No rate increase is requested for 1994-95.

The following resolutions were adopted upon motion by Mrs. Goode, with a second by Mr. White:

"BE IT RESOLVED, THAT THE BOARD OF TRUSTEES APPROVES A RATE OF \$213.50 FOR STUDENT HOUSING FOR EACH TERM OF SUMMER SCHOOL DURING CALENDAR YEAR 1994; AND

BE IT FURTHER RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING SCHEDULE OF ROOM AND BOARD RATES FOR THE ACADEMIC YEAR, EFFECTIVE FALL 1994; AND SUMMER CONFERENCES AND SUMMER TERMS AS SET OUT BELOW FOR 1995, EFFECTIVE SUMMER 1995:"

Room Rate Schedule

Fall & Spring 1994-95

Double Occupancy Room Rate	\$700.00 per semester	(\$670.00)
Private Room Rate	\$910.00 per semester	(\$875.00)
Greek Room Rate	\$5.75 per member/per semester	(\$5.50)
Minton Hall (Twelve-month hall)	\$190.00 per month	(\$185.00)

Summer Terms 1995

Any Hall	\$220.00 per summer term	(\$213.50)
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Summer Conferences 1995

Youth Rate (Double)	\$ 7.00 per person/night	(\$7.00)
Adult Rate (Double)	\$ 9.00 per person/night	(\$9.00)
Adult Rate (Single)	\$ 13.00 per person/night	(\$13.00)
UCA Student Groups	\$ 5.00 per person/night	

Board Rate Schedule

Fall & Spring 1994-95

Any 19-meals per week	\$600.00 per semester	(\$580.00)
Any 15-meals per week	\$580.00 per semester	(\$560.00)
Any 10-meals per week	\$560.00 per semester	(\$540.00)

Summer of 1995

Any 19-meals per week	\$225.00 (5 week term)	(\$215.00)
Any 15-meals per week	\$200.00 (5 week term)	(\$190.00)

AND

"BE IT FURTHER RESOLVED, THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING MONTHLY SCHEDULE OF BALDRIDGE APARTMENT RATES FOR THE 1994-1995 BUDGET YEAR, EFFECTIVE JULY 1, 1994:"

<u>Apartment</u>	<u>1994-95 Rent/Month</u>
2003 Bruce #1	\$350.00
2003 Bruce #2	\$350.00
2003 Bruce #3	\$300.00
2003 Bruce #4	\$350.00
2003 Bruce #5	\$350.00
2003 Bruce #6	\$160.00
2003 Bruce #7	\$160.00
2005 Bruce A	\$350.00
2005 Bruce B	\$350.00
2005 Bruce C	\$350.00
2005 Bruce D	\$350.00
229 Elizabeth #1	\$350.00
229 Elizabeth #2	\$350.00
229 Elizabeth #3	\$350.00
229 Elizabeth #4	\$350.00
229 Elizabeth #5	\$350.00
229 Elizabeth #6	\$350.00
229 Elizabeth #7	\$350.00
229 Elizabeth #8	\$350.00
232 Elizabeth #1	\$350.00
232 Elizabeth #2	[Manager]
232 Elizabeth #3	\$300.00
232 Elizabeth #4	\$350.00

Board Policy Book - Section 3 (Academic Affairs) -

The following is proposed as Section 3 of the official UCA Board Policy Book. (In the November 1993 meeting, the Board adopted the first two sections of the Policy Book.) This section compiles substantive Board policies concerning the academic affairs of the institution.

President Thompson explained that errors have been discovered in policies 310 (Admission Policy) and 313 (Admissions-Speech Pathology) and requested the Board to exclude them from the resolution. These policies will be brought before the Board at a later time.

The following resolution was adopted upon motion by Mr. Aydelott, seconded by Mr. Harding, with a negative vote from Mr. Malone. Mr. Malone stated "although I haven't had time to digest the effect of not voting on 310 right now on my objection, I think it still stands that as I have stated in the past when many of these came before us individually my concern was that there had not, in my opinion, been a sufficient analysis of the potential racial impact, particularly the admission and retention policies and proposals. I still am not comfortable that we adequately looked at the effect various policies we have enacted will have on our efforts as a university to achieve our affirmative action policy statements as well as our desegregation obligations or undertakings we verbalize and as I look at the process of us taking these actions without those appropriate analyses in stiffening, for example, penalties on retention students without having concurrently what appears to be good faith efforts to enable students to meet those retention guidelines it causes me concern that we're putting in place something that is designed to fail or not to lead to the betterment of students and I think that's what we're all about is putting in place standards and guidelines that students will seek to achieve and seek to meet but at the same time I think we need to recognize that there will be certain inabilities of getting there that takes with it some responsibility or obligation to reasonably design it to make it more probable or more likely that they will be able to achieve those standards that we put in place."

"BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES HEREBY ADOPTS THE ATTACHED SECTION 3 OF THE BOARD POLICY BOOK, EXCLUDING POLICIES 310 AND 313; PROVIDED, HOWEVER, THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE."

Academic Affairs - 300.00

- 300 Faculty Handbook
- 310 Admission Policy
- 311 Graduate Admission Policy
- 312 Admission-Business Administration
- 313 Admission-Speech Pathology
- 314 Admissions to Teacher Education Program, BSE and BME Students
- 315 Admission to Art Program
- 316 Admission to Music Program
- 317 Admission to Occupational Therapy Program -- Selective and Limited
- 318 Admission to Physical Therapy Programs -- Selective and Limited
- 319 Admission to Nursing Program -- Selective, Competitive, and Limited
- ~~320 Admission and Retention Psychology and Counseling Graduate Programs~~
- ~~321 Admission MSE Degree in Communication Disorders~~
- 330 Student Retention
- 331 Academic Clemency
- 332 College Level Exam Program (CLEP)
- 333 Graduate Residency Credit
- 334 Graduate Transfer Credit
- 335 Awarding of Degrees
- 336 University Studies Course Requirement
- 337 Residence Credit - Physical Therapy

338	Degrees to Dental, Medical and Veterinary School Students
340	Library Collection Development Policy
360	Faculty Grievances & Appeals
362	Searches for Tenured or Tenure-Track Positions
363	Faculty Sick Leave
364	Tenure and Promotion Materials Confidential
365	Promotion Based on Masters of Fine Arts Degree
366	Promotion of Instructors
367	Compensated Academic Leave/Sabbaticals
370	Guidelines for Nursing Adjunct Faculty
371	Guidelines for Graduate Assistants
372	Pay for Faculty to Grade Correspondence Courses
373	Employees Changing from Twelve-month to Nine-month Appointments - Accrued Leave

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 300

Subject: Faculty Handbook

Page 1 of 1

Date Adopted 10/83 Revised 8/93, 11/93

The Board adopted the 1983 Faculty Handbook. Various sections of a new Faculty Handbook were adopted by the Board in its August 1993 and November 1993 meetings.

Note: The Faculty Handbook contains the Board Policy (as of October 1983) concerning university governance, academic freedom, tenure, and various personnel matters related to faculty members.

Copies of the Handbook are maintained in the Office of the Vice President for Academic Affairs.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 310

Subject: Admission Policy

Page 1 of 7

Date Adopted 9/64 Revised 12/77, 8/82, 4/84, 3/85, 6/86,
12/89, 4/92, 6/93*

UNCONDITIONAL ADMISSION

An entering freshman applicant is eligible for admission to the University of Central Arkansas if the applicant has graduated from high school and has earned:

- (a) A cumulative grade point average of 2.50 (on a 4.0 grading scale) in at least six semesters of high school work; and
- (b) scores of 19 or above on the reading, mathematics, and English sections of the ACT (or equivalent scores on the SAT or ASSET exams.)*

CONDITIONAL ADMISSION

An entering freshman applicant may be admitted conditionally if the applicant has graduated from high school or has earned a General Education Certificate and meets at least one of the following criteria:

- 1. Composite ACT score of 19 or above (or equivalent); or
- 2. High school grade average of 2.5 or above on a 4.0 grading scale; or
- 3. Rank at or above the 50th percentile in high school graduating class.

In addition to remediation requirements of the State of Arkansas, conditionally admitted students are subject to the university's assessment and placement policies and remediation guidelines.

As ~~An~~ applicant not meeting any of the above criteria will be required to satisfactorily complete all remedial course requirements before beginning the freshman year at UCA.

ASSESSMENT AND PLACEMENT

Criteria for Placement in Remedial Courses:

1. A score of ~~19~~ 18 or less on the mathematics section of the ACT, ~~390~~ 380 or less on the quantitative portion of the SAT or ~~42~~ 42 or less on the ASSET Intermediate Algebra test.*

~~Intermediate Algebra (Math-1340):~~

~~Remedial Course: Intermediate Algebra (UNIV 1340):~~

2. A score of ~~19~~ 18 or less on the English section of the ACT, ~~40~~ 39 or less on the TSWE, or ~~42~~ 41 or less on the ASSET Language Usage test.

~~Transitional Writing (English-1300):~~

~~Remedial Course: Transitional Writing (UNIV 1300):~~

3. A score of ~~19~~ 18 or less on the reading section of the ACT, ~~340~~ 330 or less on the verbal section of the SAT, or ~~41~~ 40 or less on the ASSET Reading Skills test.*

~~Transitional Reading (1301):~~

~~Remedial Course: Transitional Reading (UNIV 1301):~~

* The university is authorized to administratively reflect changes in these standards as they may be adopted by the Department of Higher Education.

Admission of International Students

All inquiries about international undergraduate admissions should be addressed to the Center for International Programs. This center receives and processes all international undergraduate applications and issues letters of admission and I-20 Forms (student visa forms) to all qualified candidates.

To be eligible for admission as an undergraduate, an international student must submit an Application Form, official transcripts of all secondary and university work (including English translation), a Confirmation of Financial Resources Form, and a non-refundable application fee of U.S. \$30.00 drawn from a U.S. bank or an international money order. In addition, any prospective international student whose first language is not English must present a minimum TOEFL (test of English as a Foreign Language) score of 500. Each applicant is asked to contact TOEFL, Educational Testing Services, P. O. Box 6151, Princeton, New Jersey 08541-6151, U.S.A., requesting a Bulletin of Information and registration form.

Admission of International Students to the Intensive English Program

Any applicant to the Intensive English Program (IEP) must submit all of the preceding documents, with the exception of the TOEFL scores. A minimum TOEFL score is not required for students who will study ESL (English as Second Language) in the IEP before enrolling as an undergraduate student. All inquiries about admission to the Intensive English Program should be addressed to the Center for International Programs.

Admission from Secondary Schools

A prospective student should submit an application for admission at least thirty days before the time the student plans to enter. An application form may be obtained from the Office of Director of Admissions. The completed form is to be returned to the Director of Admissions. The application is to be filled out entirely by the candidate. Parents must endorse the application if the applicant is under eighteen years of age. Falsification of any record, including the Application for Admission, is cause for immediate dismissal. Each candidate must be eligible for a diploma from an accredited secondary school. The school record is required at the end of the school year and must be sent directly to the Director of Admissions by the school at the request of the candidate. Officials of the high schools will send an official transcript of credits to the Director of Admissions on request.

Early Admission (Full Time)

To be eligible for early admission (before high school graduation) to the University, a student must have:

- 1) a minimum ACT composite score of 23 24 (or equivalent score on the SAT or ASSET exams);
- 2) completed six semesters of secondary school work;
- 3) a "B" or better average; and
- 4) the recommendation of the high school principal.

Early Admission (Part Time, Concurrent with High School Enrollment)

Act 57 of the 1983 Extraordinary Session of the Legislature provides that qualified students enrolled in high school may be admitted concurrently as part time students at the university. The criteria for admission under this program are:

- I. Recommendation by the high school principal.
- II. Satisfaction of the requirements under either A or B below:
 - A. Presentation of Standardized Test Scores and High School Grades.
 - 1. A score on the portion of the ACT, PSAT, or SAT in the subject matter area of the course(s) at the 80th percentile on national norms. (If the subject matter area is not related to a portion of one of these tests, the composite score at the 80th percentile is to be used.)
and
 - 2. High School Grades of Either:
 - a. A grade point of 3.500 (on a 4 point system) in high school courses in the subject matter. For ninth grade students, courses in the previous two school years shall be included.
 - b. An overall grade point of 3.500 (on a 4 point system). For ninth grade students, courses in the previous two school years shall be included.
 - B. Individual Evaluation Based on Other Performance Criteria.

A student who does not meet the above standards may be recommended by the high school principal for admission to selected courses based upon other performance criteria (e.g., music, art, etc.). Such criteria must be performance based, appropriate for the desired course, and demonstrable to the university. To be admitted under this category, a student must have the recommendation of the appropriate university department and the Dean of Undergraduate Studies and be approved by the Admissions Committee.

The university will review the admission and enrollment of each high school student each semester.

The university accepts transfer work from other institutions taken when the student was concurrently enrolled in high school, so long as the student met the criteria above at the time the work was taken.

Summer Study for High School Students

Students between their junior and senior years in high school are invited to attend summer school at the University of Central Arkansas.

This special program is an opportunity for all able students to find rewarding learning experiences and at the same time benefit from an early start in their college career.

Students are admitted to regular college courses, attend classes with other students in the University, and earn college credit applicable to a degree.

Upon the successful completion of the special summer program, students may elect to return to their high school for their senior year, or apply for the early admission plan that

substitutes the freshman year in college for the fourth year in secondary school. It is understood that all of the requirements of the early admission program must be satisfied before the student is admitted under its provisions.

Admission to the summer program depends upon the satisfaction of the following requirements: completion of twelve (12) college preparatory units in high school, a grade average of "B", "B-" and recommendation of the high school principal or counselor.

Admission on an Adult-Special Basis

The Adult-Special classification is for a person twenty-one years of age or older who desires to take undergraduate courses for no credit and who gives satisfactory evidence of preparedness to take these subjects. The special classification must have the consent of the instructor before the student is admitted. Satisfactory completion of the course is recognized by the award of a certificate and a permanent record maintained by the University. The student pays full registration fees.

Admission from Other Colleges

An application for admission form may be obtained from the Office of the Director of Admissions and returned to that office with all required information completed. A student who has attended another college or university will not be permitted to enroll as a beginning freshman, even though credits were not earned. Falsification of any record, including Application for Admission, is cause for immediate dismissal.

An official transcript of record from each institution of college rank attended, must be sent directly to the Director of Admissions at the request of the candidate.

Students entering this University who have attended a college or university fully accredited by such agencies as the North Central Association of Colleges and Secondary Schools will receive credit on the basis of an official transcript of their records submitted. Work taken in such colleges not comparable to that offered in this institution will be evaluated for possible general elective credit. Credit earned by correspondence or extension from such schools will be accepted subject to the quantitative restrictions described in the Correspondence Study section of the catalog.

No transfer student will be admitted who is ineligible to return to the institution from which the student transfers, or who submits a record below minimum requirements of this University.

Entering transfer students must have at least a 2.0 cumulative GPA. After enrollment at UCA, the GPA accumulated in residence at the university shall be the cumulative grade point average. Only credits with A, B, and C grades are transferable.

Credit for D grades will not transfer for the purpose of fulfilling degree requirements at the University of Central Arkansas.

If a student is readmitted to the University following a period of disqualification, the credit earned during the period of disqualification will be used as evidence that the student has made proper use of time during the period. The credit so earned will not count toward a degree at the University.

Upon acceptance for admission, the student will be sent an official notice of admission. Admission materials will not be released after receipt.

Anyone transferring to the University to pursue courses leading to graduation will be required to earn at least fifteen hours credit in the major and nine hours credit in the minor. In both instances the work must be taken in residence. This regulation is followed even though the student has sufficient hours of credit to meet the requirements of the major and minor. All standards with respect to transfer credit are binding and are not, therefore, subject to appeal.

Admission from a Two-year College

No more than sixty hours may be transferred to the University from a two-year college (exclusive of four activity hours in physical education) and be applicable toward a baccalaureate degree. No more than twelve hours of such work may be transferred after the student has 60 hours of college credit. The student will be required to complete the equivalent of two full years' work of sixty hours in an approved senior college after enrolling as a senior college student.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 311

Subject: Graduate Admission Policy

Page 1 of 4

Date Adopted 6/78 Revised 3/91

~~TYPES OF ADMISSION~~

~~REGULAR ADMISSION~~

~~To be granted regular admission to graduate school, the applicant must have:~~

- ~~a. — obtained a baccalaureate degree from an accredited institution;~~
- ~~b. — received adequate undergraduate preparation in the field of the proposed academic emphasis at the graduate level;~~
- ~~c. — demonstrated a potential for graduate work;~~
- ~~d. — met the requirements for a valid Arkansas teaching certificate in the area of concentration, if a candidate for the MSE degree; and~~
- ~~e. — achieved a minimum grade point average of 2.70 overall (A=4.00) or a 3.00 in the last 60 hours of undergraduate study.~~

~~Applicants not meeting these minimum criteria, may be placed on conditional status for up to nine semester hours of credit with recommendation of a departmental chair and approval of the Graduate Dean.~~

~~CONDITIONAL ADMISSION~~

~~This classification of admission may be granted when students:~~

- ~~a. — have not met the minimum GPA requirement for regular admission;~~
- ~~b. — need to complete prerequisites specified by the department offering the graduate program of interest; or~~

- e. ~~need to meet other competencies specified by the selected graduate degree program.~~

~~For each individual, the Graduate School and/or appropriate department will specify the conditions in writing on the application which need to be met for regular admission status.~~

~~In the case of failing to meet the minimum GPA requirements for regular admission, the student must obtain a minimum cumulative GPA of 3.00 after the first nine semester hours of graduate coursework taken at the University of Central Arkansas. The graduate courses taken during this probationary period must apply toward a degree program and be approved by the appropriate departmental chair and Graduate Dean. If the cumulative 3.00 GPA is achieved, the student may then be reclassified to regular admission and subsequently petition for candidacy into a graduate degree program. If a 3.00 GPA is not achieved, the student will be dismissed from further graduate enrollment at the University of Central Arkansas.~~

~~If prerequisites or other specified competencies are required by a department before a student can be admitted to graduate school on a regular basis or accepted for degree candidacy, that student will be admitted on a conditional basis until the deficiencies specified in writing are completed to the satisfaction of the department and Graduate Dean.~~

CONCURRENT ADMISSION

~~Seniors in their last semester of coursework, who are otherwise fully qualified to enter graduate study, may be admitted to graduate school on a concurrent admission status. The student's entire program is subject to the regulations and requirements of the Graduate Study Program. Graduate credit will be received only if the student completes the requirements of the bachelor's degree during the term in which the graduate courses are taken.~~

NON-DEGREE

~~Students who possess the minimum grade point average for admissions with full qualifications may choose to be admitted as unclassified graduate students. This classification is reserved for students who are undecided as to the major field of emphasis, who choose to take work to upgrade their professional skills, or who wish to enroll in work to be transferred to another graduate school. Any work taken by an unclassified student may subsequently be applied to fulfilling degree requirements when the student applies for admission to candidacy in a degree program if the hours taken are applicable to this program. Students returning to take graduate coursework only for meeting teacher certification requirements will be classified as "non-degree/certification".~~

ADMISSION TO CANDIDACY

~~All graduate students must apply for candidacy for the master's degree. Applications for admission is made when the student has removed any undergraduate course deficiencies or grade provisions which may have been assigned at the time of admission, has completed the prescribed standardized tests required of all graduate students, and has completed a minimum of nine hours of graduate course work taken at UCA with a 3.00 grade average, and if a candidate for the MSE degree has met the requirements for a valid Arkansas teaching certificate in the area of concentration. The student may apply for admission to candidacy at the end of the enrollment period in which the total number of graduate hours accumulated reaches nine or more. Application must be made no later than the end of the enrollment period in which the accumulated total of graduate hours reaches eighteen. The student who has accumulated fewer than nine hours at the beginning of a term and more than eighteen at the end of that term must apply at the end of this particular enrollment period. A minimum of nine graduate hours must be completed after the student is admitted to candidacy. Failure to apply at the proper time may result in a delay in the conferral of the degree. In no case will a student be granted a master's degree at the spring commencement unless the application for admission to candidacy was accepted prior to the end of the first week of the spring semester. In no case will a student be granted a master's degree at the summer commencement unless the application for admission was accepted prior to the end of the first week of the first summer term. These specific dates are listed annually in the University's Graduate School Calendar of the Graduate Bulletin. The student must submit three typewritten copies of the admission to candidacy form, with an approved program of courses and the adviser's signature, to the Graduate School.~~

~~Admission to the Graduate School does not imply admission to candidacy for a higher degree. A student becomes a candidate for an advanced degree only by demonstrating through resident study at the University the requisite preparation and ability. Requirements specified for any advanced degree must be regarded as minimum requirements. Additional requirements depend upon the student's undergraduate preparation and the particular field of graduate work chosen.~~

GRADUATE ADMISSIONS EXAMINATIONS

~~Departments offering graduate programs have the option of requiring the GRE/GMAT or other standardized tests as entrance examinations for admission to graduate school or degree candidacy. Thus, check for any additional admission standards listed in this Graduate Bulletin under the department in which you are interested in pursuing graduate studies. Information about specific examinations (e.g., when and where they are administered) can be obtained from the department requiring an entrance examination, Graduate School, or Counseling and Testing Center.~~

ATTENDANCE

~~Attendance and tardiness are primarily a student teacher class relationship, but the University has a concern in the proper fulfillment of such obligations by the student. In case of absences which indicate the student has been negligent about class attendance, registration in the given class may be canceled, a grade of "WF" recorded and, in flagrant cases, the student may be suspended from the University.~~

GRADUATE STUDY LOAD

~~The maximum study load for a student shall be fifteen hours for each semester and six semester hours for each summer term. With justification and permission of advisor, chair, and graduate dean, a student may be allowed to take more than the maximum study load. A student who carries nine or more graduate hours in any semester, 3 or more graduate hours in a five week summer session is considered a full time graduate student.~~

Regular Admission shall require a baccalaureate degree from an accredited institution, adequate undergraduate preparation in the field of proposed academic emphasis at the graduate level, and a minimum 2.7 overall GPA or a 3.0 in the last 60 hours of undergraduate study. Departments will be allowed to specify more stringent standards only after approval by the President or the President's designee.

Conditional Admission replaces the former "Special" and "Non-degree" categories. The conditions are to be specified for each student.

Students admitted on a conditional basis with less than the specified minimum undergraduate GPAs, must obtain a 3.0 within the first nine semester hours on UCA course work approved by the Graduate Dean.

Concurrent Admission allows seniors during their last semester or summer term of undergraduate work registration before graduation to enroll as concurrent graduate students if they are otherwise fully qualified to enter graduate school under the regular admission category.

Non-degree Admission is for students possessing the minimum GPA for regular admission but not intending to pursue a degree at the time of admission.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 312

Subject: Admissions-Business Administration

Page 1 of 1

Date Adopted 8/82 Revised _____

~~A 2.25 overall grade point average is required for admission into upper division courses in the College of Business Administration.~~

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 313

Subject: Admissions-Speech Pathology

Page 1 of 2

Date Adopted 2/83 Revised _____

~~Effective May 15, 1983 admission to and retention in the program in speech pathology/audiology will have the following requirements:~~

- ~~1. All students declaring a speech pathology/audiology major are accepted as tentative candidates to the program.~~
- ~~2. Formal application for admission to the program in speech pathology/audiology should be submitted upon:~~
 - ~~A. Completion of a minimum of 60 hours of college course work (at least 15 of which must have been completed at UCA)~~
 - ~~B. Completion of the following courses:~~
 - ~~Sp. Path 2300~~
 - ~~Sp. Path 2310~~
 - ~~Sp. Path 2321~~
 - ~~Sp. Path 3110~~
 - ~~Sp. Path 3310~~
- ~~3. Formal applications will consist of:~~
 - ~~A. A written paragraph describing the student's goals and objectives~~
 - ~~B. Completion of examinations in the following areas:~~
 - ~~1. Speech and Hearing Evaluation.~~
 - ~~2. Satisfactory performance on the Teacher Education Battery of Tests. (Applicants whose performance on the Battery is unsatisfactory must take English 2200, basic composition, and earn a "C" or better).~~
- ~~4. In addition to the requirements in 3 above, applications for admission to the program will be evaluated by the following minimum criteria:~~
 - ~~A. Overall grade point average of 2.5.~~
 - ~~B. Major grade point average of 2.75 on courses outlined under 2.B. above.~~

~~C. Satisfactory completion of the speech and hearing examination.~~

~~5. Retention Criteria:~~

~~A. Maintenance of minimum overall grade point average of 2.5.~~

~~B. Maintenance of minimum major grade point average of 2.75.~~

~~C. Observance of the fundamental rules of ethical conduct as described in the Code of Ethics of the American Speech and Hearing Association.~~

~~Student records will be reviewed by the department faculty members each semester. Departmental recommendations for continued clinical work will be based upon the successful clinical application of speech pathology/audiology to the communicatively handicapped as evaluated by the department faculty using criteria contained in the Code of Ethics of the American Speech and Hearing Association.~~

~~To be eligible for admission to the Speech-Language Pathology Program at the University of Central Arkansas a student must:~~

- ~~1. Make application to the Department of Speech-Language Pathology~~
- ~~2. Complete a minimum of 60 semester hours of acceptable college work~~
- ~~3. Complete a minimum of 15 semester hours at UCA~~
- ~~4. Complete the following major courses in Speech-Language Pathology: 2300, 2306, 2321, 2322, 3301, 3325, and 3326~~
- ~~5. Earn a minimum 2.50 cumulative grade point average~~
- ~~6. Earn a minimum 2.75 grade point average on Speech-Language Pathology courses~~
- ~~7. Perform satisfactorily on the College Speech and Hearing Evaluation~~
- ~~8. Perform satisfactorily on the Pre-Professional Skills Test as follows: Math--169, Reading--170, Writing--171~~

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 314

Page 1 of 2

Subject: Admission to Teacher Education Program, BSE and BME Students

Date Adopted _____ Revised _____

Bachelor of Science in Education and Bachelor of Music Education. Candidates for the BSE and BME degrees must complete a major in a certifiable teaching field. The following requirements must be met:

I. Requirements for Admission to the Teacher Education Program

Admission to the Teacher Education Program requires the submission of a formal application after the completion of 45 hours and the minimum requirements. Before admission to the Teacher Education Program is granted, the following minimum requirements must be satisfied:

1. Declaration of a major or equivalent in an accepted certifiable field of study. A student must meet the requirements of the major department.
2. A GPA of 2.5 or better on all course work attempted.
3. Completion of the general education courses in written communications, oral communications, and mathematics (ENGL 1310 and 1320, SPCH 1310, MATH 1390), with no grade less than "C."
4. Completion of the Pre-Professional Skills Test (PPST). Minimum scores: Reading--170; Math--169; and Writing--171. A student whose performance on any section of the test battery is unsatisfactory is urged to take further course work in the appropriate area. Admission to the Teacher Education Program will be delayed until the minimum scores on each section of the PPST as required by the State Board of Education are achieved.
5. Students must take the PPST before the second semester of the sophomore year.
6. Successful completion of EDUC 1210, EDUC 2310, and EDUC 2320 with no grade less than "C."

Conditional Admission

Post-Baccalaureate: Must have cumulative GPA of 2.5 and successfully completed the PPST.

Transfer Students: Must have cumulative GPA of 2.5 and successfully completed the PPST.

Change of Major: Must have cumulative GPA of 2.5 and successfully completed the PPST.

Applicants for conditional admission should submit a letter of request for such consideration to the Professional Education Preparation and Credentials Committee. The letter should include a plan and projected date for completion of admission requirements. The letter from the applicant **MUST** be accompanied by a statement of endorsement from the appropriate department chair.

II. Requirements for Admission to Directed Teaching

1. Formal acceptance into the Teacher Education Program as outlined above.
2. A favorable recommendation and signature of the departmental advisor and chairperson in both major and minor fields.
3. A GPA of 2.5 or better in all course work attempted, no grade less than a "C" in all required professional education courses and a cumulative grade point average of no less than 2.5 in the subject areas in which the student intends to student teach.
4. Satisfactory completion of at least one residence course at the University of Central Arkansas in the teaching field in which directed teaching is to be done. (Applicable to students who are not seeking a degree from UCA.)
5. Satisfactory completion of all courses in the student's major and/or area in which student teaching is sought.
6. Satisfactory completion of all professional education and methods courses.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 315

Page 1 of 1

Subject: Admission to Art Program

Date Adopted _____ Revised _____

Admission to the art program at the University of Central Arkansas requires completion of the Sophomore Major Advancement Interview and recommendation of the art faculty.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 316

Page 1 of 1

Subject: Admission to Music Program

Date Adopted _____ Revised _____

Admission to the music program at the University of Central Arkansas requires:

1. Application to the Department of Music
2. Audition
3. Completion of the Basic Musicianship Evaluation
4. Examinations in Theory and Music Literature/History for placement or verification of transfer credits in music courses

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 317

Page 1 of 2

Subject: Admission to Occupational Therapy Program -- Selective and Limited

Date Adopted _____ Revised _____

To be eligible for admission to the Occupational Therapy Program at the University of Central Arkansas a student must:

1. Submit an application to the Department of Occupational Therapy
2. Meet the following academic and other requirements prior to the beginning of enrollment in the professional curriculum courses:
 - a. 60 semester credit hours earned from a regionally accredited institution. No more than 2 physical education activity hours may be included in the 60 hours.
 - b. A minimum 2.75 cumulative grade point average.
 - c. Complete a minimum of 20 hours volunteer or direct work experience in an occupational therapy clinical setting and submit a performance rating sheet from this experience. The form and specific instructions are available from the Department of Occupational Therapy.
 - d. Complete the following prerequisite course work with a minimum "C" grade. Students who have not completed all prerequisite courses will be considered for admission; however, substantive completion of prerequisites is expected, and will be viewed more favorably in the admissions process.
 - (1) *8 semester hours of Biology, in addition to general biology course, and must include anatomy and physiology
 - (2) *4 semester hours of Chemistry (1402 preferred)
 - (3) *4 semester hours of Physics (2410 or 1410)

- (4) 12 semester hours of Psychology and Sociology, including Abnormal Psychology

*These courses must be included in the 60 semester hours required for admission.

Entry into the Occupational Therapy Program is by application and competitive admission only. Applications are due in the program office by February 15 for consideration for entry in the following fall semester. All applications are reviewed by the Occupational Therapy Admissions Committee. Admission criteria may include cumulative grade point average, volunteer/work experience reference, personal interview, Arkansas residency, and autobiographical or other written statement.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 318

Page 1 of 2

Subject: Admission to Physical Therapy Programs -- Selective and Limited

Date Adopted _____ Revised _____

A. Physical Therapist Assisting. The curriculum in Physical Therapist Assisting has strict enrollment limitations and entry is by application and competitive admission only.

1. Application to the Department of Physical Therapy
2. A minimum of 27 and up to a total of 29 semester hours of acceptable college credit
3. A minimum 2.5 cumulative grade point average
4. A minimum 2.75 grade point average on all required course work
5. A minimum "C" grade on required science course work

Prerequisite course work: English 1310 and 1320; *Biology 1400 and 2405; Psychology 1300; Mathematics 1360 or above; History 2301 or 2302 or Political Science 1330; *Physics 1400; 2 KPED activity courses or Health Education 2200.

*Minimum "C" grade required in these courses.

B. Physical Therapy. The curriculum in Physical Therapy has strict enrollment limitations and entry is by application and competitive admission only.

1. Application to the Department of Physical Therapy
2. A minimum 3.00 cumulative grade point average
3. A minimum 2.75 science grade point average
4. Completion of the Applied Health Professions Admission Test
5. Completion of the university's general education courses

6. Completion of department prerequisite courses
7. Completion of a minimum of 93 and up to a total of 95 semester hours
8. Two letters of recommendation
9. Interview by Physical Therapy Admissions Committee

Department prerequisite courses:

- a. 6 semester hours of psychology
- b. 12 semester hours of biology, including a course in anatomy and/or physiology
- c. 8 semester hours of chemistry, excluding general education and preparatory courses
- d. 8 semester hours of physics, excluding general education and including topics of mechanics, heat, light sound, electricity

Courses in general physical science are not acceptable.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 319

Page 1 of 1

Subject: Admission to Nursing Program -- Selective, Competitive, and Limited

Date Adopted _____ Revised _____

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1. Applications to the Department of Nursing are due by March 15 for the following fall sophomore class and include a health history, physical examination, and copy of immunization record.
 2. A minimum grade of "C" in English 1310 and 1320; Math 1390; Chemistry 1402 and 1403; Psychology 1300; Sociology 1300; Home Economics 1300; Biology 1410 and 2405 (or Biology 2406 and 2407).
 3. A minimum grade point average of 2.5, based upon nursing program requirements.

Applications are ranked according to GPA, deficits (prerequisite courses which are not complete by the end of the spring semester), and the number of times a prerequisite course is repeated (if necessary).

Preference is given to UCA prenursing student who meet admission criteria. Transfer students are also considered and ranked in the admission process.

If accepted into the nursing program, students are required to submit evidence of the following by August:

1. TB skin test results which are valid through the school year.
2. American Heart Association, Course C, CPR certification, which is valid through the school year.
3. Current health/hospitalization insurance.
4. The first and second of the series of three Hepatitis B vaccinations. The third may be completed after the start of school.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 320

Page 1 of 1

Subject: Admission and Retention - Graduate Programs in Department of Psychology and Counseling

Date Adopted 3/86 Revised _____

~~Effective with students entering the University for the 1986 summer session and thereafter, the following admission and retention standards will be in effect for the graduate programs in the Department of Psychology and Counseling:~~

~~Admission: Graduate students pursuing a degree in psychology and counseling may complete no more than eighteen graduate semester hours without being admitted to a program. At this point, students will not be permitted to enroll in additional courses unless they have been admitted to a program. Under unusual circumstances, exceptions to this rule can be made by vote of the department.~~

~~During their first eighteen hours, students must take Psychology 6398, Career Awareness; and Counseling 6354, Theories of Counseling and Psychotherapy.~~

~~Retention: Students receiving three "C's" in graduate courses will not be permitted to continue in their current programs, nor will they be permitted to enroll in any other program in the Department of Psychology and Counseling.~~

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 321

Page 1 of 2

Subject: Admissions-MSE Degree in Communication Disorders

Date Adopted 4/87 Revised _____

REQUIREMENTS FOR ADMISSION AND RETENTION
~~MSE Degree in Communication Disorders~~

- ~~I. All students declaring a Communication Disorders major are accepted as tentative candidates to the program when they have been admitted with full standing to the Graduate School of the University of Central Arkansas.~~
- ~~2. Formal application for admission to the program in Communication Disorders must be completed prior to the completion of nine (9) graduate hours in speech pathology/communication disorders.~~
- ~~3. Formal application will consist of:~~
 - ~~A. Completion of a formal application with a written autobiography.~~
 - ~~B. A written paragraph by the student describing his/her goals and objectives.~~
 - ~~C. Submission of grade on the Graduate Record Examination.~~
 - ~~D. Verification of a valid Arkansas Teaching Certificate in speech pathology.~~
 - ~~E. Completion of a Plan of Study in conference with the advisor using the appropriate form in quadruplicate.~~
- ~~4. In addition to the requirements in 3, above, applications for admission to the program will be admitted selectively based on faculty evaluation using the following minimum criteria:~~
 - ~~A. Overall undergraduate grade point average of 2.75 (with priority given to students demonstrating outstanding academic achievement and who have over a 3.0 GPA).~~
 - ~~B. Graduate grade point average of 3.00 on any hours taken.~~

~~C. Accumulation of points based on evaluation by departmental faculty admission committee which is made up of faculty members from the Speech Pathology Department.~~

~~D. GRE of 800 or above.~~

~~5. Retention Criteria:~~

~~A. Maintenance of minimum overall graduate grade point average of 3.0.~~

~~B. Consideration is given to the observance of the fundamental rules of ethical conduct as described in the Code of Ethics of the American Speech and Hearing Association.~~

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 330

Subject: Student Retention

Page 1 of 1

Date Adopted 5/92 Revised _____

An undergraduate student who fails to meet the minimum cumulative average listed below will be automatically suspended for one semester plus two summer terms unless the grade point average for the last semester is at least 2.000.

HOURS ATTEMPTED	GRADE POINT
30	1.000
45	1.500
60	1.750
75	1.900
90	2.000
FOR GRADUATION	2.000

The process of calculating hours attempted on graded credit will include the grades of A, B, C, D, F, and WF in the definition of ~~'hours attempted'~~. **"hours attempted."**

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 331

Subject: Academic Clemency

Page 1 of 2

Date Adopted 5/92 Revised _____

PURPOSE

Effective July 1, 1992 the University of Central Arkansas adopts the following academic clemency policies and procedures for students who meet the eligibility requirements set forth below:

ELIGIBILITY

1. An individual must not have been enrolled in any institution of college or university rank for a period of at least five years (60 months) immediately preceding enrollment or re-enrollment at the University of Central Arkansas.
2. An individual must be an undergraduate student seeking the initial undergraduate degree (associate or baccalaureate) from the University of Central Arkansas in order to be eligible for academic clemency consideration.

PROCESS

1. Application for academic clemency must be made at the time of conditional admission or readmission to the University. A conditionally admitted student who fails to meet the requirements for the granting of academic clemency will not be eligible to continue at the University.
2. Application for academic clemency must be made through the office of the University Registrar. The application will be reviewed and the appropriate decision rendered by the University Registrar.
3. In order for academic clemency to be granted, a minimum 2.0 grade point average and a minimum of twelve semester credit hours must be earned within one calendar year from the date of enrollment or re-enrollment.

TERMS AND CONDITIONS

1. Under academic clemency an individual forfeits all grades and credits (including transfer) earned prior to the minimum period of non-enrollment, and such grades and credits will not be considered in any academic deliberations from that point forward at the University of Central Arkansas.
2. Courses on which academic clemency is granted will be recorded on the permanent academic transcript but will not be used in the computation of the cumulative grade point average. The notation academic clemency granted (date) will be placed on the permanent academic transcript to identify those courses excluded from computation in the cumulative grade point average.
3. In regard to financial aid history, state and federal regulations controlling such matters may take precedence over institutional policy such as the granting of academic clemency.
4. In regard to athletic eligibility, all semesters/terms of attendance, including any of granted academic clemency, will be considered in the determination of athletic eligibility certification.
5. A declaration and granting of academic clemency may be exercised only once in an individual's academic career, and such declaration and granting is final and irreversible.
6. Policies related to academic clemency pertain only to the University of Central Arkansas and might not be honored by other institutions for admission to undergraduate programs, admission to graduate programs, or admission to professional programs.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 332

Subject: College Level Exam Program (CLEP)

Page 1 of 2

Date Adopted 11/71 Revised _____

The College-Level Examination Program allows a student to receive college credit and/or satisfy college requirements. Students may take either the general examinations or specific subject examinations to earn college credit and allow the student to be exempted from as many as thirty hours of general education courses. No student is allowed to use test scores in lieu of courses in ~~his~~ the major or minor, except in instances where general education requirements and major and minor requirements overlap.

When the student has satisfactorily completed the examination and has spent one semester in residence at the University of Central Arkansas, credit will be recorded and designated CLEP on the student's permanent record. No grade, however, will be recorded and consequently the result of the examinations will not be used in computing the student's grade-point average. No student will be allowed to earn more than thirty semester hours credit, and all examinations must be taken before the student begins ~~his~~ the junior year. The student must apply directly to the test center where ~~he wishes to take~~ the test will be taken. Upon completion of the examination ~~he the student~~ must request that a transcript of ~~his~~ scores be sent to the Dean of Undergraduate Studies at the University of Central Arkansas. In addition to the fee charged by Educational Testing Service for taking the examination, the student, if ~~he qualifies~~ qualified for credit, will pay an additional fee of \$10.00 for each course for credit.

If the student elects to take all of the general examinations, ~~he may earn twenty-nine~~ six hours may be earned, which will allow ~~him~~ the student to be excused from:

English 1310, 1320	6 hours
History 1300, 1301	6 hours
Art 3300	3 hours
Other social studies	6 hours
Biology 1400	4 hours
Mathematics 1360	3 hours
Physics 1400	<u>4 hours</u>
	29 <u>26</u> hours

If, on the other hand, ~~he~~ the student is successful in only part of the general examinations, ~~he may use~~ the results for each section ~~may be used~~ to gain advanced standing according to the following plan:

English Composition	6 hours
Humanities	6 hours (Man and Civilization) 3 hours (Art 3300)
Mathematics	3 hours (Math)
Natural Sciences	8 hours (Science)
Social Science	<u>6 hours</u> (Other social sciences)
	29 <u>26</u> hours

~~If the student chooses to test out of specific courses, he must select and make a satisfactory score on a specific subject examination. If the student selects this course of action, approval of an appropriate test for credit in a specific course must be made by the Dean of Undergraduate Studies.~~

~~In order to receive college credit in any of the aforementioned areas, it will be necessary for the student to score at least the fiftieth percentile or higher on National Sophomore Norms, provided the student has not already earned credit or is not already enrolled for the course at the time the test is administered.~~

~~A student who chooses to test out of a course must make a satisfactory score on the subject examination. Approval of an appropriate test for credit must be made by the Dean of Undergraduate Studies.~~

~~The student must score at the fiftieth percentile or higher on National Sophomore Norms, to receive credit.~~

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 333

Subject: Graduate Residency Credit

Page 1 of 1

Date Adopted 3/89 Revised _____

A minimum of 24 hours of residency credit is required for all graduate programs at UCA.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 334

Subject: Graduate Transfer Credit

Page 1 of 1

Date Adopted 12/89 Revised _____

Graduate programs that require the successful completion of more than 30 hours are allowed to accept transfer of up to 15 credit hours from other accredited institutions.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 335

Subject: Awarding of Degrees

Page 1 of 1

Date Adopted 4/90 Revised _____

The Board of Trustees authorizes the administration to award academic degrees to degree candidates at the end of the semester in which the candidates' degree requirements have been completed, be it the fall semester, the spring semester, or the summer session.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 336

Subject: University Studies Course Requirement

Page 1 of 2 1

Date Adopted 4/86 Revised _____

~~The Board of Trustees approved the program entitled University Studies. This experience is required of each student who enters the University with less than thirty semester hours of credit, and completion of the program will be a graduation requirement for those students. This requirement became effective with students enrolling the Fall Semester, 1986.~~

University Studies is required of conditionally admitted freshmen and transfer students whose ACT scores (or equivalent) indicate they must be placed in one or more transitional classes (UNIV 1300, 1301, or 1340). Unconditionally admitted freshmen students may elect to enroll in University Studies 1100. The course will count as one credit hour but will not be applicable toward the 124 hours necessary for graduation.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 337

Page 1 of 1

Subject: Residence Credit - Physical Therapy

Date Adopted 12/89 Revised 3/90

Credits earned in UCA physical therapy offerings in selected locations shall be considered the same as on-campus residence courses.

The faculty and administration are authorized to adopt appropriate academic requirements and limitations regarding such courses.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 338

Page 1 of 1

Subject: Degrees to Dental, Medical and Veterinary School Students

Date Adopted 2/82 Revised _____

Students who have been accepted to dental, medical, or veterinary school prior to completion of a degree program at UCA may, upon successful completion of the first year of their professional program, receive a degree from UCA provided they have met the following requirements:

1. Completion of 96 hours of study with at least 75 hours in residence at UCA,
2. Completion of a major area of study. Courses in the professional curriculum may, with the approval of the department chairperson, be used to satisfy the major requirements.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 340

Subject: Library Collection Development Policy Page 1 of 9

Date Adopted 10/85 Revised _____

I. GENERAL INTRODUCTION

PURPOSE

The purpose of the Collection Development Policy of Torreyson Library, University of Central Arkansas, is to provide written guide relating the library's acquisitions to University teaching and research needs as revealed in the curricula and in faculty and student interests. It is intended to coordinate collection development throughout the Library based upon the selection criteria developed for each collection area.

This policy identifies the divisions of collecting interests and attempts to specify the collecting levels that support these divisions. It is general enough to guide book selections, to help frame parameters of standing order arrangements, to provide guidance in duplication and withdrawal, and to assist in gift acceptance.

This policy supports faculty interests so that the Library acquisitions department can serve as an agent and partner with faculty in developing the Library's collections. While the faculty and academic divisions are responsible for developing the academic programs which Torreyson Library supports, it is primarily the Library's responsibility to meet the information and dissemination needs of the University community. This is accomplished by recurring reviews of present holdings and identification of relative strengths and weaknesses in the collection. This policy is subject to review and revision as University needs and objectives change.

PROCEDURE

A Collection Development Committee composed of five librarians was established to formulate a general policy that would serve as a guide to the acquisition of library materials for Torreyson Library. To construct the policy, the current practices of Torreyson Library were reviewed and compared with policies suggested in professional literature. After the statements were prepared and revised, meetings were held to make the final changes.

The approach of the policy has been basically by division, rather than by academic department. While some statements appear to be chiefly the concern of one particular division, policy statements are also provided for priorities in which the University offers no specific program of concentration (e.g., recreational reading).

II. GOALS OF TORREYSON LIBRARY

1. To secure, organize, and service books, periodicals, documents and other library materials to support instructional and research programs and activities throughout the University.
2. To provide appropriate services, physical facilities, and equipment for maximum access to the collection and effective use of Library resources.
3. To provide instruction in the efficient use of the Library and its materials through programs of orientation and bibliographic instruction and individualized instruction in the use of particular materials and equipment for the students, faculty and staff.
4. To provide materials and assistance to faculty members in their instructional and research activities.
5. To provide materials and assistance to the staff of the University for use in the performance of their administrative and executive responsibilities.
6. To cooperate with other libraries in the community, state, and nation in increasing the availability of resource materials.
7. To encourage the habit of reading and use of libraries in order to develop the student's potential for self education and intellectual development for his lifelong education.
8. To encourage recreational reading for the enrichment of the lives of the individuals of the University community.

III. RESPONSIBILITY FOR COLLECTION DEVELOPMENT

Ultimate responsibility for collection development and selection, as for all University activities, rests with the Board of Trustees. The President of the University operates within the framework of policies determined by the Board. The President, through the Vice President for Academic Affairs, delegates the collection development responsibility to the Head Librarian. The Head Librarian, Acquisitions Librarian, and Collection Development Committee, working in conjunction with the faculty, implement the collection development policy for the Library.

IV. ROLE OF THE COLLECTION DEVELOPMENT COMMITTEE

The primary role of the Collection Development Committee is to work with the faculty in evaluating the existing collection and to make recommendations to the Acquisitions Librarian and/or academic departments.

The evaluative function of the committee is to determine the collection's strengths and weaknesses. The holdings are examined in light of their current and retrospective coverage. The collection is to be evaluated from a general, overall standpoint as well as in individual subject areas. The results of this evaluation are the basis for recommendations to the Acquisitions Librarian and academic departments. Collection additions, expansions, or deletions are considered in light of the University's plans, curricula, and goals, and are implemented within the collection development design and policies.

V. RESPONSIBILITY OF THE FACULTY

The library collection is developed through the active interest of faculty members in recommending acquisitions pertinent to the fields in which they specialize. To this end, each department chairman is responsible for appointing a library coordinator to approve and acquire library materials upon recommendation of members of a department.

Each department chair, or designated library coordinator, is expected to make an equitable contribution to the departmental library collection in such a way as best to provide library support for the work of the entire department. Departments are expected to recommend library purchases which will develop the total library collection in accord with this general library acquisitions policy.

VI. COLLECTION DEVELOPMENT PRIORITIES

The Library shall use institutionally budgeted funds for acquisition of

- A. Resources to support the curriculum.
- B. Standard titles on subjects useful to the University community.
- C. Current publications in subject areas.
- D. Arkansas materials.
- E. Research.
- F. Resources to support the operation of the University.
- G. Recreational reading.

VII. COLLECTION DEVELOPMENT FOR GRADUATE PROGRAMS

The aim of graduate program collection development is to support study offered and anticipated by the University and to provide resource materials needed for pursuit of independent scholarly investigations by graduate students and faculty members.

The collection will consist of appropriate titles and current materials, including major reference tools, core monographs, primary materials, and outstanding journals. Included will be one or more available indexes and abstracts in major fields.

VIII. COLLECTION DEVELOPMENT FOR UPPER DIVISION COLLEGE COURSE WORK

The collection is intended to support upper division instruction and research as well as individual faculty research projects. Attempts will be made to satisfy general student interest.

The collection will consist of appropriate retrospective titles and current materials, including major reference tools, core monographs, and outstanding journals. Included will be one or more available indexes and abstracts.

IX. COLLECTION DEVELOPMENT FOR LOWER DIVISION COURSES

The collection is intended to support lower division instruction and research. Attempts will be made to satisfy general student interests.

The collection will consist of appropriate retrospective titles and current materials, including major reference tools, core monographs, and outstanding journals. Included will be one or more available indexes and abstracts.

X. ARKANSAS COLLECTION

The Arkansas Room of Torreyson Library provides an organized collection of materials relating to the state of Arkansas. The resources include monographs, documents, pamphlets, clippings, photographs, manuscripts, periodicals, and musical scores. Developed as a reference collection, it is for the use of the UCA community. Materials closely and comprehensively relating to UCA, Faulkner County, and Arkansas and which seem to be of potential value to the enhancement and use of the collection are selected from recommendations of the faculty and by the Arkansas Room Librarian. Retrospective and current selection tools, publisher's announcements and catalogs are used in a discriminating manner to make selections.

XI. NEWSPAPERS

Torreyson Library acquires newspapers to meet the teaching and research needs of the faculty and students at the University of Central Arkansas. Balanced national news coverage is

provided by the acquisition of major regional newspapers. Balanced statewide news coverage is provided by the acquisition of newspapers from the main cities and towns of Arkansas. Newspapers which the Library receives in microform format will be retained until microforms are received. Newspapers which are not received on microform will be discarded according to schedule.

XII. PERIODICALS

Periodical subscriptions are acquired by Torreyson Library to support the curriculum, and research needs of the faculty and students at the University of Central Arkansas. Titles are requested by faculty members with the approval of the department chairman. Torreyson Library also purchases a limited number of periodicals for recreational reading. The main criteria for purchase of newly requested titles will be: bibliographic accessibility through indexing and abstracting services received by Torreyson Library, and/or favorable reviews in selection tools. Newly requested titles must be evaluated on special forms by the requesting faculty member within a two-year period following receipt of first issue. Periodic reviews of subscriptions will be undertaken when deemed necessary by the Library and/or academic departments.

XIII. FOREIGN LANGUAGE MATERIAL

Torreyson Library will endeavor to acquire foreign language print materials to support the programs offered by the Foreign Language and other departments. The Library will also purchase materials such as dictionaries, grammar books, etc. for most languages in the reference collection and representative juvenile materials for its laboratory and curriculum collections.

XIV. MICROFORMS

Microforms are usually obtained when material is not available in its original form or when the microform reproduction is preferable because of lower cost, reduced bulk, or the fragile nature of the original. Considerations for purchase of microform material should be consistent with consideration techniques and criteria for similar material in print form.

XV. TEXTBOOKS

Torreyson Library does not make it a practice to purchase books which are being used as course textbooks on the UCA campus. Materials which may be used for course textbooks may be placed on reserve. Purchase of textbooks which are viewed as standard titles in the subject area will be considered.

XVI. MULTIPLE COPIES

Torreyson Library does not make a practice of purchasing multiple copies of an individual title. In the event that multiple copies are necessary to support class activities and

assignments, the additional copies, up to one copy for every ten students enrolled in the course, may be placed on reserve.

XVII. MUSIC

Torreyson Library will endeavor to acquire the music materials necessary to support the curriculum and programs offered through the music department.

Music materials are requested by the music faculty in accordance with their needs in the department. The Department of Music and the acquisitions librarian will work closely to insure that purchase requests complement existing holdings, but do not duplicate them unnecessarily. The Library will also endeavor to obtain reference works, dictionaries, and other appropriate tools for use by the Department of Music, as well as others in the University community.

Because of the fragile nature of music scores, the librarians in technical services will work closely with the music faculty in determining housing requirements for music materials.

XVIII. WITHDRAWAL POLICY

Basic Considerations

When material is no longer relevant for the collection for which it was acquired, it may be withdrawn from that collection and transferred to another collection in the Library for which it is appropriate or placed in state storage. Withdrawn materials may be offered for exchange to another library. If in-house storage space is available, infrequently used material may be placed therein.

The decision to transfer materials to another collection within the Library or to withdraw them from the collection will be made in consultation with the teaching faculty of the area concerned and members of the Library staff. When there is a difference of opinion, the material will be kept in the collection two additional years and then be re-evaluated.

It is understood that materials in poor physical condition or those missing for three years should be officially withdrawn from the collection.

Each area receiving an allocation from the library budget, with the exception of the Arkansas Collection, will be scheduled for an intensive evaluation every six years; but in most instances there will be continuous weeding in the same manner that there is continuous acquisition. A schedule for weeding will be planned by the librarians in charge of the area in which the divisions of the library book budget allocations fall.

Who Should Weed

The weeding process will be conducted by library coordinators, other teaching faculty, and Library staff according to area responsibilities.

Who Should Initiate Weeding

Members of the Library staff in charge of the different subject areas should be responsible for making the schedule and initiating and maintaining faculty involvement under the direction of the Head Librarian.

What Should be Considered for Weeding

All book collections are subject to weeding, except the Arkansas collection, where weeding is limited to duplications.

Pamphlets, pictures, and unindexed periodicals and periodicals which are rarely used and/or designated as surplus will be considered for weeding.

Basis for Weeding

When evaluating, a primary basis for weeding is obsolescence of material. In some instances when subject matter is obsolete, historical significance of the material may necessitate retention in the collection or transfer to another collection.

Unnecessary duplication of material is a basis for weeding. Multiple copies of materials should be periodically evaluated.

When evaluating a title for possible weeding, relative value may be determined by considering an item as if for purchase and not already owned.

Physical condition of material is a basis for weeding, and consideration will be given to the possibility of purchasing replacements. Older, valuable items may be placed in the rare book collection in unrepaid condition. Reprinted editions, when available, may be purchased.

In evaluating unindexed periodicals, the length of run and potential for subject access will be considered, along with relevance to the University curriculum.

Maintaining Library Records to Show Material Weeded

The technical processing department is responsible for completion of the withdrawal or reclassification process and disposition of discarded materials.

XIX. REPLACEMENT

Decisions to replace lost or missing books will be made by the appropriate subject area librarian.

XX. GIFTS

Gifts of library materials and/or money to Torreyson Library are accepted for consideration under certain conditions. Offers of collections or money will be made directly to the Head Librarian, and a Donor's Agreement will be signed by the donor. The Head Librarian will instruct the Collection Development Committee to evaluate the collection in accordance with the use, curriculum, and collection policy of Torreyson Library. The Collection Development Committee will make its recommendations to the Head Librarian for a final decision. Upon acceptance of the gift, the Donor's Agreement (see appendix) will be signed by the Head Librarian and the gift will become the property of Torreyson Library, whose professional staff will make final decisions as to the materials disposition.

XXI. DONOR AGREEMENT

_____conveys the physical property described
below to the University of Central Arkansas:

CONDITIONS

1. The University of Central Arkansas reserves the right to weed the above described materials of any item that, in the Librarian's professional opinion, need not be permanently preserved. Weeded items will be returned to the donor at his (her) request.
2. The University of Central Arkansas agrees to receive the above described materials; to house them; to process them and to preserve them according to standard Torreyson Library procedures.
3. Transfer of copyright and literary rights of manuscripts (initial one):

_____ I ~~(we)~~ donate the above described materials as an unrestricted gift and transfer to the University of Central Arkansas copyright and literary property rights as far as I (we) hold them.

_____ No part of any copyright or literary property rights pertaining to the above described materials is transferred to the University of Central Arkansas.

4. The University of Central Arkansas agrees to make the above described materials available to legitimate researchers subject to the following donor imposed restrictions:

(Librarian) _____ date _____ (Donor) _____

_____ date _____ (Donor) _____ date _____

(Donor) _____ date _____

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 360

Subject: Faculty Grievances & Appeals

Page 1 of 2

Date Adopted 6/85 Revised 8/89

1. Faculty members having a grievance or appeal to be submitted to the Faculty Grievance Council, the Academic Freedom Committee, or the Tenure or Promotion Appeals Committees should first ensure that an attempt has been made to resolve the dispute through the administrative process. The faculty member should first schedule a conference with ~~his or her~~ the immediate supervisor. The supervisor shall respond in writing within fifteen working days. Should the dispute remain unresolved, the faculty member should pursue a satisfactory resolution with each of ~~his or her~~ on-line supervisor ~~s~~ through the Office of the Academic Vice President. Each supervisor shall respond in writing within fifteen working days. The faculty member may initiate a formal grievance action or appeal only after these administrative remedies have been exhausted.
2. The faculty member shall meet with and submit to the President of the University a written statement which shall include the factual basis for the complaint, a reference to the provision of the Faculty Handbook which gives the committee jurisdiction, a reference to the University policies and procedures involved, and a statement of the relief which is sought.
3. The President shall present to the committee a copy of the complaint and give to the committee a charge of its responsibility. The complaint and all of the deliberations of the committee should be kept confidential.
4. Should the committee determine that the statement does not provide sufficient information or that, based upon the statement, the committee has no jurisdiction to hear the complaint, the complaint shall be dismissed.
5. The committee shall determine the number of members necessary to continue a quorum for the transaction of business. Decisions must be reached by a majority vote of the members present. The number of yes, no, and abstention votes shall be recorded, without designating the person who cast each vote.
6. After the committee considers the written complaint the faculty member shall be invited to make a presentation before the committee. The committee may solicit any further evidence

it deems appropriate. Any and all oral testimony and any such documentary evidence as is necessary and relevant to make a proper determination may be accepted. All responsibility for questioning witnesses, securing evidence, and determining the order of proof shall be vested in the committee.

7. Strict judicial rules of evidence shall not be applied. The committee members may receive all evidence felt to be relevant and material to the issue.
8. The faculty member may be accompanied by an adviser or attorney, but this person shall only function in an advisory capacity. Only the faculty member shall address the committee. The University Counsel may also be present, but shall only act in an advisory capacity to the committee.
9. The faculty member shall have the right to be present at any time testimony is presented and to secure copies of all evidence considered by the committee. The faculty member shall not have the right to cross examine witnesses.
10. A written record of the minutes of the proceedings and the recommendation of the committee shall be presented to the President within 45 days from the initial filing of the grievance with the President. For the purpose of this paragraph "days" shall mean any day during the fall or spring term in which the University is open for instruction.
11. A copy of the minutes and the recommendation of the committee shall be presented to the faculty member.
12. The President shall make the final decision after considering the recommendation of the committee.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 362

Page 1 of 1

Subject: Searches for Tenured or Tenure-Track Positions

Date Adopted 12/91 Revised _____

The hiring of faculty members into tenured or tenure-track positions will be the result of national searches that involve faculty search committees at the departmental level. Such searches are required for all tenured or tenure-track appointments, including those to be made when converting non-tenure-track positions into tenure-track positions, regardless of any search that may have been done to fill the non-tenure track position.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 363

Subject: Faculty Sick Leave

Page 1 of 2

Date Adopted 12/88 Revised 3/89

SICK LEAVE POLICY

In order for the University to wisely utilize its resources and appropriately reflect and evaluate personnel costs, a system for reporting absences from work because of illness is essential. Effective January 1, 1989, sick leave taken by all full-time employees, both faculty and non-faculty, shall be reported monthly to the Personnel Department by the director of ~~chairman~~ or chair of each administrative and academic unit.

The collegial sick leave policy for members of the faculty, as described in the Faculty Handbook (pg.81 VII), shall be limited to no more than six (6) consecutive months leave with pay. Leave without pay may be granted at the discretion of the President of the University upon recommendation of the Vice President for Academic Affairs.

Employees who leave University employment are not entitled to be paid for accrued sick leave.

SICK LEAVE POLICY FOR TWELVE MONTH
ADMINISTRATIVE PERSONNEL WITH FACULTY RANK

All twelve-month administrative personnel with faculty rank who assume administrative positions after January 1, 1989, will accumulate sick leave at the rate of eight (8) hours per month with a maximum accrued leave of nine-hundred sixty (960) hours.

All twelve-month administrative personnel holding faculty rank in the employment of the University before January 1, 1989, will be subject to the sick leave policy in existence prior to that date. These employees have not earned nor reported sick leave in the past; however, this policy will allow maximum absences due to sickness not to exceed six consecutive months.

Sick leave can be used when an employee is unable to work because of sickness, injury, medical, dental or optical treatment. Employees who are on sick leave for five (5) or more consecutive days must furnish a certificate of illness from an attending physician. ~~Also, an~~ Also, ~~an employee~~ an employee may be required to furnish a certificate from an attending physician if ~~he/she the~~ the ~~employee~~ has been sick fewer than five (5) consecutive days. A certificate from a Christian

Science practitioner listed in The Christian Science Journal may be submitted in lieu of a physician's certificate. Sick leave may also be granted to employees due to serious illness or death of a member of the employee's immediate family. Immediate family shall mean the father, mother, sister, brother, husband, wife, child, grandparents, grandchildren, in-laws, or any individual when the employee is acting as a parent or guardian. The sick leave policy presently stated in the UCA Staff Handbook, as revised January 1, 1987, will be used to supplement these policies with more detail.

Forms for reporting sick leave each month will be provided to the administrative units and academic departments by the Personnel Office.

The Family and Medical Leave Act of 1993 entitles employees who have worked at least 1,250 hours during the previous twelve months to a total of twelve workweeks of unpaid leave during any given twelve month period for:

1. Medical reasons,
2. Birth or adoption of a child, or
3. To care for a child, spouse, or parent with a serious medical condition.

The employer must maintain coverage for the employee under any group health plan for the duration of the leave at the level and under the conditions coverage would have been provided if the employee had continued employment.

Upon return from Family and Medical Leave, an employee is entitled to be restored to:

1. The position formerly occupied, or
2. An equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 364

Subject: Tenure and Promotion Materials Confidential

Page 1 of 1

Date Adopted 12/83 Revised _____

It is the policy of the University of Central Arkansas that all deliberations in the tenure and promotion process and all material considered herein shall be kept confidential. The expectation of confidentiality is brought about by the collegial nature and form of the deliberative process which requires as full and open a discussion as is possible among the members. Because members must work with one another as peers over a number of years and, in the case of tenure appointments, perhaps over a number of decades, the utmost candor is essential in the evaluative process.

Once a decision is reached, those who opposed as well as those who supported it must join together to carry it out. Confidentiality of the deliberations by members of the reviewing body and by those within the University to whom recommendations are transmitted is necessary for effective self-government of a University organized on a collegial basis. This is a protection for both the applicant and for the deliberative process.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 365

Page 1 of 1

Subject: Promotion Based on Masters of Fine Arts Degree

Date Adopted 9/92 Revised _____

The Board of Trustees hereby approves an amendment to pages 44, 45, and 50 of the Faculty Handbook so that the paragraph at the end of the page marked with an asterisk (*) reads as follows: One who holds the 60-hour master of fine arts degree with a creative thesis in studio art or technical theatre or one who holds the M.F.A. in creative writing in combination with the Master of Arts in English is qualified to apply for promotion to each academic rank.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 366

Subject: Promotion of Instructors

Page 1 of 1

Date Adopted 9/92 Revised _____

The Board of Trustees hereby approves an amendment to page 50 of the Faculty handbook so that the first sentence of the second paragraph of section (D.) reads as follows: to be eligible for promotion to assistant professor, a faculty member shall have been an instructor for at least one year.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 367

Subject: Compensated Academic Leave/Sabbaticals

Page 1 of 3

Date Adopted 9/75 Revised 8/80, 8/89

A Plan for Compensated Academic Leave

1. The number of leaves available will be limited by the funds available.
2. Applications for leave will be evaluated by the applicant's departmental ~~chairman~~ chair and college dean and then reviewed by an eleven member committee. Although the committee must take into consideration their recommendations, neither the ~~chairman~~ chair nor the dean may prevent the review of any application, and they cannot veto its acceptance by the committee. (A ~~chairman's~~ chair's application will be evaluated by his ~~the~~ college dean and a dean's application by the President of the University.)
3. Arrangements for handling the applicant's duties will be primarily the responsibility of the departmental ~~chairman~~ chair involved, and such arrangements must be described in the application.
4. The review committee will decide which applications will be accepted (subject to Item 1, above) primarily on the basis of the benefit that would accrue to the University as a result of the leave. The President of the University will then transmit these recommendations to the Board of Trustees.
5. The membership of the review committee will consist of the Assistant to the Vice President for Academic Affairs plus ten faculty members, two elected from each college to staggered two-year terms. Departmental ~~chairman~~ chairs and deans are ineligible, and no more than one member of a department may serve at a time. Members may not serve successive terms (excl. the Vice President for Academic Affairs). The review committee is to select its own ~~chairman~~ chair annually.
6. Any application rejected, or accepted but not funded, must be resubmitted if it is to be considered the next year. The committee should use a secret ballot in voting on applications for leave, and the committee ~~chairman~~ chair must send a letter to any applicant whose request has been rejected, stating the committee's reasons for the rejection.

7. The options of leave shall be:
 - a. full-year at half pay,
 - b. half-year at full pay,
 - c. full pay during the summer for those on a twelve month contract.

The salary received should not be affected by whatever outside compensation the applicant secures ~~on his own~~.

~~8. The leave must be based outside Conway and its immediate vicinity.~~

8. These leaves will be available only to faculty members who have received tenure.
9. A faculty member may apply for additional leaves after each interim of seven years or if funds remain after all other approved requests are granted.
10. A faculty member going on leave will sign an agreement to return to the University for at least one academic year, or else repay to the University the compensation received from the University during the leave.
11. Each person who has completed a leave must submit a report to the President of the University within thirty days after completion of the leave, with copies going to each of the parties which reviewed the original application.
12. This program of leaves is not related to any other leave programs currently in existence at the University, and it is not meant to supplant or alter them. (Leave for work toward a terminal degree is not included as option in this program.)

Beginning with the Spring Semester of 1991, the University Sabbatical Review Committee will consider, during the Spring semester, applications for sabbatical leave for the following Spring semester.

The timetable for submission and consideration of sabbatical leaves will be as follows:

1. During the fall semester applications for sabbatical leave shall be submitted to the appropriate department ~~chairman chair~~ by September 15. The application will be reviewed by the department ~~chairman chair~~ and the college dean and submitted to the Office of the Vice President for Academic Affairs no later than October 1. The University Sabbatical Leave Review Committee will review all applications and make recommendations to the Academic Vice President by November 1. The Academic Vice President will make a recommendation concerning sabbatical leaves and forward them to the President who will submit a recommendation to the Board of Trustees by November 15.

2. During the spring semester applications for sabbatical leave will be submitted to the appropriate department ~~chairman~~ chair by January 15. Applications will be reviewed by the ~~departmental chairmen~~ department chair and the college dean and submitted to the Vice President for Academic Affairs no later than February 1. The University Sabbatical Leave Review Committee will review all applications and make recommendations to the academic vice president by March 1. The academic vice president will make recommendations concerning sabbatical leaves and forward them to the president who will submit a recommendation to the Board of Trustees by March 15.

Upon application to the Vice President for Academic Affairs, exceptions can be made to the timetable of the institutional sabbatical leave program. Such exceptions require:

1. the respective department chair and college dean to submit evaluations and recommendations;
2. the Vice President for Academic Affairs to call a special session of the Sabbatical Leave Review Committee in order to receive its evaluation and recommendations on all exceptions.

Until the Fall semester of 1990, the President is authorized to promulgate the timetable for the submission, consideration and approval of sabbatical leaves.

Until the Fall semester of 1990, sabbatical leave requests will continue to be processed as they have been handled in the past.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 370

Subject: Guidelines for Nursing Adjunct Faculty

Page 1 of 1

Date Adopted 12/86 Revised _____

GUIDELINES FOR DEPARTMENT OF NURSING ADJUNCT FACULTY

Qualifications - An appointee shall meet minimum educational requirements and have work experiences that are required for regular faculty appointments in the Department of Nursing. This would require a minimum of a master's degree in nursing with a clinical specialization and sufficient work experience to acquire expertise in a given area of nursing practice.

Responsibilities - An appointee shall make a significant contribution to the educational experiences of our students through direct interaction with the student(s) as a preceptor and provide supervision and guidance to students within a teaching-learning situation on a regular basis.

Privileges - The appointee may use the title of 'Adjunct Instructor in Nursing' for the period of appointment. This title signifies that the individual meets the minimum qualifications required of a faculty member in nursing. It gives recognition of the individual's professional expertise and contribution to the education of our nursing students. The individual will be entitled to library privileges at Torreyson Library.

Length of Appointment - The length of appointment will be for one year.

Conditions of Appointment - This appointment carries no monetary compensation or normal fringe benefits of regular University faculty. The appointee shall not be deemed to be an employee of the University of Central Arkansas for purposes of the Arkansas Workers' Compensation law. Adjunct Instructor appointees remain, for all purposes, the agents of the medical facility. The University takes no responsibility for the care provided by the appointee and maintains no insurance for such care.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 371

Subject: Guidelines for Graduate Assistants

Page 1 of 1

Date Adopted 4/77 Revised _____

To be considered for an assignment as a teaching graduate assistant, the following requirements should be met: (1) be admitted to a degree program at the University of Central Arkansas, (2) have earned a minimum of nine graduate hours with at least six in the area in which the student will teach (these graduate hours must be earned at UCA), and (3) agree to enroll in nine hours during the semester in which the student would have a teaching assignment unless fewer than nine hours are needed to finish the degree.

After the candidate has completed the above requirements, and has been nominated by the department, the nomination would then be submitted to the dean of the college in which the nominee would be assigned. The nomination, carrying the endorsement of the college dean, would then be submitted to a committee consisting of the Vice President for Academic Affairs and Dean of Faculty, the Graduate Dean and Associate Dean of Faculty, and the Dean of Undergraduate Studies for final confirmation. At every level of consideration persons with prior teaching experience will be given preference.

When confirmed, the graduate assistant would be allowed to assume the responsibility for teaching one undergraduate introductory class under the supervision of the department chairperson, or a staff member designated by the chairperson. For teaching one three-hour course the graduate assistant would be credited with ten work hours per week and would be expected to spend an additional ten hours per week in work for the department.

These guidelines should be considered minimal. Any department anticipating the use of graduate assistants in teaching roles may establish additional guidelines with the approval of the appropriate college dean and the dean of the graduate school. The UCA Affirmative Action Plan will be followed in the selection of graduate assistants.

The present policy for graduate assistants would be continued in departments which use graduate assistants as instructors in laboratory and activity courses and other departmental duties.

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 372

Page 1 of 1

Subject: Pay for Faculty to Grade Correspondence Courses

Date Adopted 10/83 Revised 4/90

~~The maximum a faculty member may earn by grading correspondence courses is increased from \$800 to \$1,200. It is understood that the maximum an individual can earn on an overload basis will remain \$2,900.~~

~~Effective Fall 1990, the pay for faculty to grade correspondence courses will be \$40.00 per 3-hour course.~~

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 373

Page 1 of 1

Subject: Employees Changing from Twelve-month to Nine-month Appointments - Accrued
Leave

Date Adopted 9/92 Revised _____

Any university employee who on or after July 1, 1993 changes employment status from a 12-month position to a position of less than 12-months which does not accrue annual leave is required to use all annual leave accrued before entering into the new employment status.

Baccalaureate Degree in Religious Studies - The College of Arts and Letters seeks approval to offer an interdisciplinary program in religious studies that would lead to a bachelor of arts degree. The proposed curriculum responds to numerous requests from students. At present, no state institution in Arkansas offers a major in religious studies, making it difficult for students to build the foundations to pursue interests in seminary or graduate school in theology. The program relies on faculty and curriculum in several disciplines and will only require courses which will also be used for other degree programs. The program will require modest reallocation of library budgets and faculty assignments but will impose no appreciable additional cost to the university. It will provide a valuable opportunity to our students and will meet a need that no other state school is currently serving. It has been recommended by all appropriate councils and administrators. If approved, the program would be offered beginning with the fall term 1994.

Following discussion the following resolution was adopted upon motion by Mr. Harding, seconded by Mr. Aydelott, with Mr. Malone abstaining "primarily in light of the recognized absence of diversity in faculty as well as, probably, the student selection without what appears to be a developed plan of action to overcome those":

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CENTRAL ARKANSAS AUTHORIZES AND APPROVES A BACHELOR OF ARTS DEGREE IN RELIGIOUS STUDIES, AS RECOMMENDED BY VARIOUS UNIVERSITY COUNCILS TO THE PRESIDENT, BEGINNING WITH THE FALL SEMESTER 1994."

RECOMMENDATION FOR A NEW PROGRAMAN INTERDISCIPLINARY RELIGIOUS STUDIES PROGRAM OFFERING A
BACHELOR OF ARTS IN RELIGIOUS STUDIES

THE UNIVERSITY OF CENTRAL ARKANSAS

Dr. Peter J. Mehl

February 24, 1994

PROGRAM SUMMARY

The University of Central Arkansas proposes a Baccalaureate Degree Program (B.A.) in Religious Studies organized as an interdisciplinary program coordinated from the philosophy department. Since the decision in School District of Abington Township, Pennsylvania vs. Shempp, 374 U.S. 203 (1963) allowing the study of religion as part of a secular program of education, the study of religion has become a well-established field of inquiry within the humanities and social sciences. Numerous academic institutions now have religious studies departments. The study of religion, however, tends to be highly interdisciplinary; it draws on the expertise not only of scholars working from within certain religious traditions (theological studies) but from scholars in philosophy, comparative literature, history, anthropology, sociology, psychology and the fine arts. For this reason a number of universities have organized interdepartmental religious studies programs (e.g., Purdue University, a state-supported university in Indiana). In our view this is the most appropriate way for a religious studies program to be organized in a state-supported university such as UCA. The program will emphasize the public (common human experience and reason), non-sectarian, non-confessional examination of the role of religion in human life and history; it will not be a program that focuses on any particular religious tradition or denomination. While "religious questions" (questions about the ultimate origin, significance, and aim of human life and the universe) will (in some courses) be raised and discussed, the goal will be to understand the "religious answers" that particular traditions espouse, and not to advocate them.

The interdisciplinary program in religious studies will draw on a variety of courses offered by specific professors in a number of departments in the College of Arts and Letters at UCA. These courses are already being taught or have recently been approved. The program will make available to students an opportunity to study religion from the perspectives of several different disciplines. Similar to other interdisciplinary degree programs, this program will require certain basic courses of all students, yet leave considerable room for particular interests. In consultation with the director of the program, students will fashion a sequence of study tailored to their

special interests. Some students might wish to emphasize a more philosophical or theological track in preparation for more advanced study in seminary, and work in religious institutions; other students might focus more on a humanistic or social scientific study of religion in preparation for more advanced graduate work, or for careers in other professions, such as law, journalism, social work or counseling.

The courses listed below will count toward the major (33 hrs) or minor (21 hrs). All students who major in religious studies will be required to take the general education requirements for a B.A. degree, the core courses (18 hrs) listed below, and five elective courses. Students who minor in religious studies will be required to take all the core courses (excluding the capstone senior seminar), and two electives. Majors cannot take Phil. 1320, World Religions, to satisfy their general education humanities requirement.

The required core courses are designed to introduce the student to the basic methods and subject matter of the study of religion. The elective courses allow the student to focus on particular areas in the study of religion, such as religion and philosophy or religion and history. The senior level capstone seminar is designed to allow for the in depth study of an integrative issue or figure in religious studies and for the writing of a senior research paper. The paper can focus on that dimension of religious studies (philosophy, history, etc.), that a student has emphasized in the program.

Required Core Courses (18 hrs)

Phil. 2301, Introduction to Religious Studies

Phil. 2315, Introduction to the Bible, Or Eng. 3325, Readings: The Bible as Literature

Phil. 3331, Philosophy of Religion

Hist. 3320, History of Christianity I, Or Hist. 3321, History of Christianity II

Hist. 3303, Eastern Civilization I, Or Hist. 4387, The Islamic Middle East

Phil. 4300, Readings in Philosophy: Capstone Senior Seminar in Religious Studies

Electives

Art 2325, Asian Art Survey

Art 3385, Art of India

Engl. 4341, Milton

Hist. 3320, History of Christianity I, (if not taken as a required course)

Hist. 3321, History of Christianity II, (if not taken as a required course)

Hist. 3303, Eastern Civilization I, (if not taken as a required course)

Hist. 3352, Oriental Thought

Hist. 4387, The Islamic Middle East, (if not taken as a required course)

Phil. 3301, Medieval Philosophy

Phil. 3303, Nineteenth-Century Philosophy

Phil. 3315, Religion and Culture

Phil. 3352, Eastern Philosophy and Religion

Soc. 4300, Sociology of Religion
 Soc. 3315, Native American Cultures

The program can be started without any additional faculty hiring. This way of organizing a program is a very cost effective means for facilitating the study of religion. We already have good faculty resources in the philosophical study of religion, (e.g., philosophy of religion, and religion and culture, which includes such areas as religion and ethics, religion and the social sciences, etc.) and in the historical study of religion, both in Western religious traditions (including Islam) and in Eastern religious traditions (Indian and East Asian). In addition, we have good faculty resources in the sociology of religion, in religion and literature, in religion and East Asian art, and in native American culture.

PROGRAM WITHIN ROLE AND SCOPE OF THE INSTITUTION

One mission of the University of Central Arkansas is providing a liberal education for the citizens of Arkansas. Central to a broad liberal education is an understanding of the role of religion in human life and history. The study of religion not only encourages the examination and evaluation of one's own religious heritage, but a deeper understanding of other religious traditions in the world. Hence students taking courses in religious studies not only increase their comprehension of the deepest convictions of others, but further their own understanding of life.

AVAILABILITY OF STUDENTS

A. Sources of potential students: While numerous other state-supported institutions around the nation offer programs in religious studies, state-supported institutions of higher education in Arkansas have barely begun to offer their students the opportunity to study religion. While some liberal arts colleges in Arkansas offer programs in religion (e.g. Hendrix College), no state-supported institution in Arkansas offers a major in religious studies. (Only the University of Arkansas at Little Rock offers a minor in religious studies, and it is not organized as an interdisciplinary program.) Students at UCA who plan to pursue studies in the ministry upon graduation currently have no program of study which specifically focuses on issues in religious thought and practice. It is clear that there is significant interest in such programs by students. Other nonsectarian programs in religious studies at state-supported and private institutions have consistently attracted numerous students. A recent government study of degrees conferred nationwide in religious studies indicated that while the number of men earning B.A.'s in religion is leveling off, increasing numbers of women are earning B.A.'s, as well as graduate degrees, in religion.¹

¹United States Department of Education, National Center for Education Statistics, Digest of Education Statistics, 1986-1992.

The courses related to the study of religion offered at UCA have been very well received by students. Our World Religions course, a general education elective course, is always quickly filled to capacity. Two courses offered for the first time spring 1993, Introduction to the Bible, and Religion and Culture: Focus on Religion and Ethics, had enrollments of 21 and 18 students respectively. The majority of these students were not majors or minors in philosophy, but were simply interested in studying religion. A Religion and Psychology course offered this Spring 1994 semester has 26 students. Three students have already asked about majoring or minoring in this proposed program.

In addition, the University of Central Arkansas is one of the fastest growing institutions of higher education in the state. Many of the humanities and social science degree programs here are heavily enrolled, and we anticipate that students who now major or minor in Philosophy, English, History, or Sociology, may major or minor in Religious Studies.

B. Enrollment projections: Given the past success of courses offered in the philosophical study of religion here, and successes in other university religious studies programs, we anticipate increased enrollment in the courses that count toward the degree program, with a projected first year declaration of a major or minor in religious studies of 8 - 10 students. As the program becomes more widely recognized we project majors and minors equal to or greater than other similarly sized programs in the liberal arts and social sciences.

NEED FOR THE PROGRAM

As a program in liberal arts, the study of religion serves a basic social need for liberally educated citizens, citizens who can understand and self-consciously participate in the decisions of their local, state and national life. Increasingly these decisions involve understanding and assessing the impact of religious beliefs and values on our public life. No longer do we live in a nation that is uniformly Christian, or in a world where the Christian heritage is dominant. The mixing of religious cultures is no longer a future possibility but a present reality. Living well in such a world entails understanding it. Indeed, Justice Clark, writing for the majority in the Schempp decision, argued that "one's education is not complete without a study of comparative religion or the history of religion and its relationship to the advancement of civilization." School District of Abington Township, Pennsylvania v. Shempp, supra. The study of religion serves a basic human need for understanding the world in which we live so that we might participate more meaningfully in it.

DESEGREGATION IMPACT

A. First-year enrollment by numbers and race: As indicated above, we anticipate increased enrollment in the courses that count toward the program, with a projected

first year declaration of a major or minor in religious studies of 8 - 10 students. As the program becomes more widely recognized we project majors and minors equal to or greater than other similarly sized programs in the liberal arts and social sciences. Given the percentage of undergraduate minority students (13.4%) to non minority on the UCA campus, we project that initially 1 - 2 students in the program will be minorities.

B. Faculty by race and sex: Of faculty participating in the program all but one, a white female, are white males. There is, however, an increasing amount of scholarship by women and minorities in religious studies, especially in the areas of African-American religious traditions, and in feminism and religion. This situation offers strong possibilities for the hiring of women and minority faculty in the future.

C. New faculty: No faculty or staff increases will be necessary in the first two years of the program.

D. Minority retention: In general UCA spends considerable effort to attract and retain minority students. This program will offer additional educational opportunities to students which should assist in that effort.

PROGRAM COST AND FINANCING

A. Projected budget: See attachments labeled, New Program: Estimated Income and Expenditures

B. Budget narrative: As already indicated, this program can be started with no appreciable additional expenses. No new faculty will need to be hired. Faculty already teach these courses for their respective departments. Dr. Mehl will assume the directorship of the program as an overload. His teaching obligations will not change; the philosophy courses for the program are taught independent of the program. The chair of the philosophy department can assume the small additional administrative duties; the chair will need to meet with the director regularly. The secretary of the philosophy department can assume the small additional staff needs. Academic support will come from the departments of the respective faculty members participating in the program. Additional office supplies, etc., can be met by the philosophy department budget. No new facilities are needed.

ITEM #	EXPENDITURE CATEGORY	ESTIMATED APPLICATION OF FUNDS DURING THE FIRST THREE YEARS OF THE PROGRAM									
		YEAR 1 FY						YEAR 2 FY		YEAR 3 FY	
		NUMBER OF PTE	REALLOCATION	NUMBER OF PTE	NEW EXPENSES	PTE TOTAL	TOTAL	NUMBER OF PTE	TOTAL	NUMBER OF PTE	TOTAL
I.	INSTRUCTION										
	A. ADMINISTRATIVE										
	B. FACULTY										
	C. GRADUATE STUDENTS										
	D. SECRETARIAL/CLERICAL										
	E. OTHER										
	F. PRINCE BENEFITS @ _____ %										
	SUBTOTAL PERSONNEL		*		00.00		00.00		00.00		00.00
II.	ACADEMIC SUPPORT										
	A. FACULTY RESEARCH										
	B. FACULTY DEVELOPMENT										
	C. LIBRARY										
	SUBTOTAL ACADEMIC SUPPORT		*		00.00		00.00		00.00		00.00
III.	MAINTENANCE & OPERATION										
	A. INSTRUCTIONAL EQUIPMENT										
	B. OFFICE/CLERICAL EQUIPMENT										
	C. INSTRUCTIONAL SUPPLIES										
	D. OFFICE/CLERICAL SUPPLIES										
	E. TRAVEL										
	F. OTHER										
	SUBTOTAL MAINT & OPER.		*		00.00		00.00		00.00		00.00
IV.	FACILITIES (SQ. FT. _____)										
	A. CONSTRUCTION/RENOVATION										
	B. UTILITIES										
	C. MAINTENANCE										
	SUBTOTAL FACILITIES		*		00.00		00.00		00.00		00.00
	TOTAL ALL EXPENDITURES				00.00		00.00		00.00		00.00

CERTIFIED BY INSTITUTIONAL CHIEF FISCAL OFFICER

*P. J. Mehl*DATE 3-2-77

* The amount of funds reallocated will be too small to calculate. For example faculty in participating departments will tend to order more library materials for the program from their respective department budgets. See budget narrative.

NEW PROGRAM - ESTIMATED INCOME

INSTITUTION NAME University of Central Arkansas

COMPLETED BY Peter J. Mehl

PROPOSED PROGRAM NAME Bachelor of Arts in Religious Studies.

ITEM	SOURCE OF FUNDS	INCOME ESTIMATED FROM EACH SOURCE DURING THE FIRST THREE YEARS OF THE PROGRAM				
		YEAR 1 FY			YEAR 2 FY	YEAR 3 FY
		REALLOCATION	NEW REVENUES	TOTAL	TOTAL	TOTAL
I.	UNRESTRICTED FUNDS					
	A. STATE GENERAL REVENUE					
	B. TUITION AND FEES					
	C. OTHER LOCAL INCOME (FOOTNOTE SOURCE)					
	SUBTOTAL UNRESTRICTED FUNDS					
II.	RESTRICTED FUNDS					
	A. FEDERAL					
	B. PRIVATE GIFTS/GRANTS					
	C. ENDOWMENT FUNDS					
	D. OTHER RESTRICTED INCOME					
	SUBTOTAL RESTRICTED FUNDS					
	TOTAL ALL INCOME	00.00	00.00	00.00	00.00	00.00

CERTIFIED BY INSTITUTIONAL CHIEF FISCAL OFFICER

P. J. Mehl

DATE 3-2-84

Graduate Degrees - UCA has offered graduate degrees for many years and though it has been very conservative in the initiation of new degree programs, from time to time departments and colleges present proposals for additional graduate degrees when it is believed that there is a demand for those degrees by students or prospective students and when the administration determines that UCA is capable of offering the degrees.

At the present time, the highest level degree that UCA offers is the specialist degree which is offered in the College of Education. In recent months, the Department of Physical Therapy has been developing a proposal which would involve offering a doctoral degree in physical therapy at UCA which has one of the largest master's degree programs in the United States.

Over a year ago, UCA proposed to offer a doctoral degree in school psychology. The proposal was taken to the State Board of Higher Education under their rules and procedures. That involved a request to change the role and scope of the institution to offer graduate study at the doctoral level. The Board of Higher Education declined to make that change in UCA's role and scope statement. Therefore the administration is reluctant to authorize the College of Health and Applied Sciences and the Department of Physical Therapy to pursue the question of a doctoral degree because of the status of the questions concerning UCA's role and scope statement.

President Thompson stated that he thinks that the State Board of Higher Education was wrong in its decision. He further stated that he believes that UCA is fully capable and has the resources to offer a doctoral degree in school psychology. He can not say to the Board at this time that he is disposed to recommend a doctoral degree in physical therapy. While the school psychology program will be quite inexpensive to initiate, the doctoral degree in physical therapy will be an expensive undertaking for the university.

Only five institutions in the nation offer a doctoral degree in physical therapy; two on the west coast, two on the east coast, and one in Houston, Texas.

Graduates from such a program would be particularly important even to UCA's program since it is very difficult to find faculty members with doctoral degrees for the physical therapy program. It could also be beneficial to Arkansas State University, for example, which is initiating a physical therapy program. However, as valuable as the program might be, President Thompson stated that he recognizes that it will be an expensive one. Therefore, he is not recommending at this time that the physical therapy doctoral degree program be initiated.

It is a question of whether UCA utilizes its time and resources to analyze the issue, given the fact that the Arkansas Department of Higher Education has previously declined to change the university's role and scope to enable it to offer the doctoral degree.

There are, in President Thompson's best judgment, two ways in which the university can proceed if the Board wants the administration to examine the possibility of a doctoral degree in

physical therapy and if it thinks UCA should pursue the matter of a doctoral program in school psychology: (1) go through the same process with the Department of Higher Education and request a change in its role and scope; or, (2) seek clarification of Amendment 33 of the Arkansas Constitution which reserves certain powers to the individual Boards of Trustees of the universities. These are the only two alternatives of which President Thompson is aware. President Thompson stated that he hates to ask the Department of Physical Therapy to spend time and energy in looking at a doctoral program if it is a dead-end road.

Mr. Aydelott stated that he has been confused about the efforts on UCA's behalf to pursue the doctoral program in school psychology. Therefore, he had asked President Thompson to research some of the law concerning the issue. Mr. Aydelott thanked the President's staff for doing so. He stated that the information provided made it clear to him that there is a gray area concerning the question of role and scope between the UCA Board and the Department of Higher Education as to who, in fact, prescribes the course of study. The issue needs to be resolved. Mr. Aydelott further stated that he would like to see the matter resolved in an organized fashion. Mr. Aydelott distributed the following information and resolution for the Board's review and consideration:

Amendment 33

Since 1907, the Board of Trustees for this institution has had the power and the duty to prescribe the course of study and to grant diplomas, or degrees, to those students who have completed the programs established by the Board. The Board consistently exercised this power for many years. In 1941, the legislature passed statutes allowing the Governor to abolish all college and university boards and appoint new ones. Immediately thereafter, one of the new boards fired the President of the University of Arkansas.

In response to this display of political manipulation of the university boards, the people initiated and passed Amendment 33 to the Arkansas Constitution in 1943. In fact, Amendment 33 was the most popular issue on the ballot in that election. Amendment 33 provided for stable, long-term boards that would have an opportunity to gain in-depth experience in academic issues.

Amendment 33 provided that the Boards would keep all of their powers and duties that they had in 1943. None of these powers or duties could be transferred, unless the institution itself was consolidated or abolished.

The Commission on Coordination of Higher Educational Finance was created in 1961, and was changed to the State Board of Higher Education in 1971. The Board functioned as an advisory body only until 1989. Act 397 of 1989 purported to give the State Board of Higher Education mandatory authority over the boards of colleges and universities. The State Board was given authority to set the role and scope for each university, to approve new degree programs, and to terminate existing degree programs. General

revenues could not be spent for any program not approved by the Board, absent an affirmative act by the General Assembly.

In October 1989, the State Board adopted a role and scope statement for UCA that "allowed" the university to offer associate, bachelors, masters and specialist degree programs. On August 15, 1992 the State Board refused to revise its role and scope statement and therefore disapproved a UCA doctoral program in school psychology that had been approved by the UCA Board. By transferring powers that have been vested in the UCA Board of Trustees to the State Board of Higher Education, Act 397 of 1989 violated Amendment 33. The State Board's actions pursuant to Act 397 are therefore unconstitutional.

WHEREFORE, Mr. Aydelott offers the following resolution:

"THE PRESIDENT OF THE UNIVERSITY OF CENTRAL ARKANSAS IS AUTHORIZED AND DIRECTED TO PURSUE THE ISSUE OF THIS BOARD'S AUTHORITY UNDER AMENDMENT 33 THROUGH ALL APPROPRIATE MEANS, TO INCLUDE AN ATTEMPTED RESOLUTION WITH THE STATE BOARD OF HIGHER EDUCATION OR, IN THE PRESIDENT'S DISCRETION, A LAWSUIT TO SECURE AN INTERPRETATION OF AMENDMENT 33."

Mr. Womack declared the proposed resolution to be in order if there were no objections from other members of the Board. There were no objections.

Mr. Burton and Mrs. Goode commended Mr. Aydelott for taking time to study the issue and for bringing it to the Board's attention.

Mr. Malone stated that when the Board considered the degree in school psychology he voted against it and submitted several concerns, not necessarily with the degree program or with the university's offering a doctoral degree, but with the manner in which the program was put together. It appeared to him to have several omissions. Therefore, he does not want his position on this resolution today to reflect any change in his feelings on how the doctoral degree in school psychology was packaged at that time. If that issue is brought before the Board in the future he will still have the same objections unless they are appropriately dealt with. Mr. Malone further stated that he will do all in his power to encourage Board members to support him in his concerns with the doctoral degree in school psychology as it was presented to the Board. However, on this issue, he recognizes that Mr. Aydelott, Dr. Thompson, and Ms. Stallcup have been thorough in analyzing the legal issue; and since it is a legal issue he can support the resolution as it is presented with the caveat that it is not in support of the school psychology program.

Following discussion the above resolution was adopted unanimously upon motion by Mr. Aydelott, with a second by Mrs. Goode.

University Calendar for the 1995-96 Academic Year - It is necessary to establish an official calendar of critical university dates to publish in the Undergraduate Bulletin for 1994-1996, which is now being prepared. The appropriate university councils and officials have reviewed the following proposed calendars.

President Thompson pointed out to the Board that both Fall and Spring semesters have been extended to include more instructional days in each term. He commended Dr. Bill Berry, Vice President for Academic Affairs, and the academic staff and faculty for making that modification to the calendar.

In response to a question from Mrs. Goode, Dr. Bill Berry stated that UCA's and Conway Public Schools' spring breaks are consistent.

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

"BE IT RESOLVED: THAT THE FOLLOWING CALENDAR IS ADOPTED AS THE OFFICIAL UNIVERSITY CALENDAR FOR THE 1995-1996 ACADEMIC YEAR."

Fall 1995

August 22, Tuesday	Instruction begins
August 25, Friday	Last date to register and add classes
September 4, Monday	Labor Day holiday
September 15, Friday	Final date to apply for December graduation
October 6, Friday	Preferred date of application for spring 1996 admission
October 27, Friday	Final date to drop a course with "WP" if passing course
November 22, Wednesday, Noon	Thanksgiving holiday begins
November 27, Monday	Instruction resumes
December 4, Monday	Final date to drop courses with "W" (24 or fewer hours attempted and applies to FIRST and SECOND semester

freshmen **ONLY**). Final date to officially withdraw from the university.

December 13-16, Wednesday-Saturday

Semester examinations

December 16, Saturday

Commencement

Spring 1996

January 9, Tuesday

Instruction begins for day classes

January 12, Friday

Last date to register and add classes

February 2, Friday

Final date to apply for May graduation

March 1, Friday

Preferred date of application for summer and fall 1996

March 15, Friday

Final date to drop with "WP" if passing courses

March 16, Saturday

Spring Break begins after classes Saturday

March 25, Monday

Instruction resumes

April 29, Monday

Final date to drop courses with "W" (24 or fewer hours attempted and applies to **FIRST** and **SECOND** semester Freshmen **ONLY**). Final date to officially withdraw from the university.

May 7-10, Tuesday-Friday

Semester examinations

May 11, Saturday

Commencement

Summer 1996

June 3, Monday

Instruction begins

June 5, Wednesday

Last date to register and add classes

June 7, Friday

Final date to apply for August graduation

June 28, Friday

Preferred date of application for fall 1996 admission

July 4, Thursday

Independence Day recess

July 5, Friday	First term examinations
July 8, Monday	Instruction begins
July 10, Wednesday	Last date to register and add classes
August 9, Friday	Second term examinations and Commencement

Departmental Consolidation - Beginning late last spring, appropriate faculty and administrators began discussions of the possibility of consolidating some of the smaller departments on campus. That discussion followed the earlier consolidation of Business Education, Industrial Education, and Educational Media/Library Science into a department of Applied Academic Technologies. The College of Business Administration also on its own moved last year to reduce the number of its departments from five to three. These consolidations and the more recent discussion were triggered by desires to reduce costs, ensure greater equity in the assignments of department chairs, and promote cooperation and interdisciplinary efforts. Early this fall the College of Health and Applied Sciences recommended and the Board of Trustees approved at its November meeting a consolidation of the School of Health Sciences and the Department of Health Education. After extensive consideration on campus, the President recommends that the departments of Geography, Political Science, and Sociology be consolidated effective with the fall semester 1994. This recommendation has the support of the Council of Deans and the Vice President for Academic Affairs.

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

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES REORGANIZATION OF THE COLLEGE OF ARTS AND LETTERS BY MERGING THE DEPARTMENTS OF GEOGRAPHY, POLITICAL SCIENCE, AND SOCIOLOGY. THE MERGER BECOMES EFFECTIVE WITH THE FALL SEMESTER 1994."

President Thompson stated that he does not believe that the proposed reorganization will have any significant adverse affect upon the students.

In response to a question from Mrs. Goode, President Thompson stated that there will be no change whatsoever in the degrees which students receive. He further stated that the proposal involves no curricular change; it is an organizational change only.

Mr. White asked if the reorganization will result in significant savings. President Thompson stated that it is difficult to say what the savings will be. It depends in large part on

whether the chair of the consolidated department is someone who is hired within or outside the university. At President Thompson's request, Mr. Robert McCormack, Vice President for Financial Affairs, distributed copies of two cost assumptions indicating total operating budgets and student/teacher ratios. Discussion followed.

In response to questions from Mr. Aydelott and Mr. Harding concerning votes on the issue by the Council of Deans and the Faculty Senate Dr. Bill Berry stated that the vote by the Council of Deans was unanimous for the consolidation and the vote by the Faculty Senate was 16 to 1 against the consolidation.

Mr. Harding stated that he is tempted to suggest that the issue be sent back to the drawing board since there is one camp opposed and one camp in favor. He further stated that the university community is a diverse group of people and he realizes that there will always be disagreements. However, the best interest of the university should always be in mind and there should be some common ground that everyone can agree upon. He feels that a better job can be done.

Mr. Aydelott questioned whether the issue is an appropriate matter for Board consideration. As a policy-making body, he is not sure that a reorganization of a department falls under the purview of this Board. He realizes that the Board has done this in the past and maybe there is a rationale behind that, but he would like an explanation of that process.

President Thompson explained that he is not sure what the practice has been in the past, but since he has been President he has brought to the Board all significant changes in organizational structure. There are two reasons for this: (1) it is a way of informing the Board of what is taking place, and (2) it has just become the routine. He further stated that he requested Mary Stallcup to check the statutes and the policies of the Board of Trustees. Both concluded that there is nothing that requires the matter to be brought before the Board. President Thompson pointed out the specific difference in this issue and the graduate degree question. In the graduate degree case the statute clearly requires that the Board of Trustees award degrees and set the course of study. In the case of reorganization there is nothing which states that the Board of Trustees directs in any fashion the administrative structure of the institution. Presumably, that is the responsibility of the President and his administrative staff. President Thompson stated that he does not mind accepting that responsibility if the Board feels that it is the appropriate way to deal with the issue.

Mr. Malone commented that the issue is not clearly an administrative issue. Because of the divided nature of the matter he perceives it as a policy-setting issue.

Mr. White asked if he could address a member of the Council of Deans. There were no objections. Mr. White asked Dr. Ed Griffin, Interim Dean of the College of Arts and Sciences if, in his opinion, the reorganization would be in the best interest of the students. Dr. Griffin commented that it is impossible to gather enough data to prove the future; therefore, you must rely on perceptions, reflections, and judgments. After careful study he supports the

recommendation because he does not believe that it will harm the academic integrity of the programs. He can foresee circumstances in leaderships where it will enhance the program. The university is faced with problems these days that require that it bring in significant amounts of funding from external sources. Dr. Griffin believes that UCA can recruit a person who is not only an academician but also a scholar in the field who will be able to help the university gain additional external sources of funding.

Mr. Aydelott asked Dr. Griffin if the consolidation would affect recruitment of students into these disciplines. Dr. Griffin stated that, in his opinion, it would not. Mr. Aydelott asked Dr. Griffin if, in his opinion, it would diminish the degrees in any manner. Dr. Griffin answered that it would not. Dr. Griffin added that it will help equalize administrative responsibilities of chairs and help improve efficiency in the use of resources.

Mr. Harding asked if it is possible to find an individual who is familiar enough with disciplines as diverse as geography, political science, and sociology to manage the department. Dr. Griffin answered that it is possible.

President Thompson distributed copies of a list of UCA consolidated departments and a sampling of consolidated departments at other Arkansas institutions.

Mr. Malone expressed his concern about hearing opinions from a member of the Council of Deans and not from a representative of the Faculty Senate. Mr. Malone asked if the Board could also hear opinions from the Faculty Senate.

Following a brief discussion a motion to suspend the rules and allow direct questions to and specific answers from Dr. Mike Scoles, President of the Faculty Senate, concerning this issue was made by Mr. Malone, seconded by Mr. Harding, and passed with negative votes from Mr. Burton and Mr. Womack.

Mr. Harding asked Dr. Scoles if, in his opinion, the proposed departmental consolidation would enhance or hurt the degrees offered in the programs involved. Dr. Scoles stated that his perspective, as a psychologist, is that it would hurt them. He would not claim to be familiar enough to make that judgment; he would prefer to leave that to people involved in the departments and to the external reviewers.

President Thompson explained that there was no external review. Individuals were requested to write and a number of letters opposing the plan were received. President Thompson stated that had he chosen to do so he could have requested written statements from university presidents in support of departmental consolidations.

Mr. Malone asked Dr. Scoles if, in his opinion, the proposed consolidation would harm the academic success of the programs and if it would diminish the degrees received from the consolidated department.

Dr. Scoles stated that if someone with a masters's degree in sociology applies for a doctoral program, the letters of recommendation would come from what some people have referred to as the department of "this-and-that," even though the degree says "master's degree in sociology". In his opinion, it does not have the integrity of a department that has professional interests focused on that area.

Dr. Thompson said if that were so then half of UCA's degrees are suspect because they are offered from consolidated departments; and, half the degrees offered by American universities have lost their prestige because consolidation is very, very common. He further stated that even the very definition of what is a discipline is very often in question.

President Thompson stated that he thinks the proposal is a good one and will serve the needs of the university. He further stated that the issue has been given full consideration by the Council of Deans and the Vice President for Academic Affairs; he relies upon their judgment, accepts their recommendation, and hopes the Board will also.

Following further discussion Mr. Malone moved that the resolution be rejected as presented. The motion died for lack of a second. Mr. Burton offered a substitute motion to approve and adopt the resolution as presented. Mr. Burton's motion was seconded by Mr. Aydelott, and passed with a negative vote from Mr. Malone. Mr. Harding abstained because he feels that this is a matter for the President and deans to decide. The resolution was adopted as stated above.

Curriculum Revision - College of Business Administration - In July 1992, the College of Business Administration began a thorough review of the undergraduate curriculum. Surveys and analyses of students, employers, and alumni were conducted by a faculty committee charged with "continuous improvement and accreditation." Their efforts led to the attached proposal, processed and passed by unanimous vote of the business faculty in October 1993.

The proposal will meet AACSB reaccreditation requirements concerning mission, curriculum, and resources. It will align the UCA undergraduate business programs, majors, and degrees with the needs and expectations of the business community and citizens of the state. The result will be a less complex array of curriculum choices for students and a more coherent and marketable set of courses and programs.

The proposed changes closely reflect AACSB's requirements of a clear mission, a curriculum based on technology, political, legal, ethical, and other contextual issues for business, and an alignment among our mission, our resources, and our curriculum. As a result, for the BBA, the proposal adds a global business course and adds to our requirements current and/or modified courses in computing, political economy, information systems, and accounting.

The number of advanced business electives in each of the major fields is reduced. In their place a more thorough, common core of courses for all BBA students is required. Several courses are "delisted," and several majors are deleted. Following re-examination, minors are

standardized. In our focus on recruitment, retention and professional development, a "business version" of US 1100 has been designed. Under the proposal, one associate degree program is significantly modified and another has been dropped.

The proposal has been reviewed and is recommended by all appropriate councils and administrators.

The following resolution was adopted upon motion by Mrs. Goode, with a second by Mr. White:

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING CURRICULUM REVISION IN THE COLLEGE OF BUSINESS ADMINISTRATION TO BECOME EFFECTIVE WITH THE FALL 1994 SEMESTER AND AUTHORIZES THE ADMINISTRATION TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE AND TO TAKE ALL APPROPRIATE STEPS TO IMPLEMENT IT."

REQUIREMENTS FOR THE BACHELOR OF BUSINESS ADMINISTRATION

The Bachelor of Business Administration (BBA) degree emphasizes professional development based on a general education background of liberal arts and business courses. Degree requirements are divided into five groups: general education, business foundation, business core, business major, and electives.

General education. Complete forty-five (45) hours of general education courses. These courses help the student understand the context of business. [See the university General Education requirements.] Within the social science courses, business students are recommended to complete a course in psychology or anthropology. Courses in English, history, humanities, culture and language, government, the sciences, mathematics, and health prepare students with basic speaking, reading, writing, and analytical skills as well as the time management and self-discipline skills needed for advanced study. [NOTE: Business students are required to complete Modern Political Economy (ECON 1310) as part of their business foundation, which also satisfies one course of the General Education requirements.]

Business foundation. Complete thirty (30) hours of freshman and sophomore courses in economics, accounting, statistics, and personal computing to prepare the student to better understand the core functional areas of business and to develop basic computer skills.

MATH 1393	Applied Mathematics for Business
INFO 1341	Information Processing
INFO 1342	Data Processing and Analysis
ECON 1310	Modern Political Economy (General Education)
INFO 2301	Business Communication
ECON 2320	Principles of Macroeconomics

ECON 2321	Principles of Microeconomics
ECON 2325	Business Statistics
ACCT 2310	Principles of Accounting I
ACCT 2311	Principles of Accounting II

Business core. Complete twenty-seven (27) hours of upper-division courses to provide the student with functional business skills.

ACCT 3311 or 3314	Intermediate Accounting (FINA/ACCT majors) Managerial Accounting
ACCT 3321	Legal Environment of Business
ECON 3301	Global Environment of Business
FINA 3330	Managing Finance and Capital
MGMT 3340	Managing People and Work
MGMT 3344 or ACCT 4315	Managing Production and Operations Advanced Cost Accounting (ACCT majors)
MKTG 3350	Managing Customers and Markets
INFO 3321 or ACCT 4320	Managing Systems and Technology Accounting Information Systems (ACCT majors)
MGMT 4347	Managing Policy and Strategy

Business major. A student earning a BBA degree in a major teaching area, i.e., accounting, will complete five (5) courses (15 credits) in accounting. Students choosing a general degree in business administration will complete a combination of five (5) business courses in at least two different teaching areas, i.e., management and finance. All BBA students are reminded that graduation requirements include a minimum of forty (40) hours of upper-division courses.

Electives. Complete six (6) hours of business elective credit and six (6) hours of elective credit outside of business.

OTHER ACADEMIC POLICIES AND REQUIREMENTS

In addition to the courses required to earn the BBA degree, the university and college have established policies on the following: assessment tests, career planning, and grade requirements.

Minors and second majors. No minor is required to earn the BBA. By completing fifteen (15) additional hours of upper division business electives in a single business major beyond the minimum 127-hour requirements and prior to earning the first degree, students can complete a second business major.

Assessment tests. The university and college reserve the right to require, administer, and apply the results of appropriate assessment tests for the purpose of ensuring the student's basic qualifications to proceed with the desired program of study and/or to earn a degree. Such tests may include, but are not limited to, assessments of: (1) personal computing skills, (2) economics knowledge, (3) general education achievement (rising junior exam), and (4) major field

achievement. Failure to earn passing grades in any of these assessment tests may require the student to complete additional course work and pass additional tests as a requirement to graduate.

Career planning. Each student must successfully complete one (1) one-credit course in career planning and development. Students should enroll at the first opportunity, in either the freshman year (MGMT 1100) or the junior or senior year (MGMT 3100).

Grades. Candidates for the BBA degree must satisfy the following grade point average requirements:

- (1) A 2.0 grade point average in **all** courses taken at UCA.
- (2) A 2.0 grade point average in **all** business courses taken at UCA.
- (3) A 2.0 average in the five (5) business courses in the **major**.

REQUIREMENTS FOR MINORS IN BUSINESS ADMINISTRATION

Students earning degrees from other colleges may complete a minor in one or more areas of business administration. A minor in business consists of six (6) courses:

INFO 1341	Information Processing
INFO 1342	Data Processing and Analysis
ECON 1310	Modern Political Economy
ACCT 2310	Principles of Accounting I
MGMT 3340	Managing People and Work
MKTG 3350	Managing Customers and Markets

For information about additional minors, in accounting, economics, information systems, management, and marketing, see the departmental listings and requirements.

REQUIREMENTS FOR THE ASSOCIATE OF ARTS IN ADMINISTRATIVE SERVICES

A student must complete sixty-two (62) hours from among the general education, general business, and business electives, as described below. At least 24 of the last 30 hours of the degree must be earned in residence at UCA.

General education. Complete twenty (20) hours, to include:

American History (HIST 2301 or 2302) or U.S. Government (PSCI 1330)
 English 1310
 English 1320

Mathematics 1360 or above
 General Education elective
 General Education elective
 Physical Education Activities or Health Education (2 hours)

Business foundation. Complete thirty (30) hours of freshman and sophomore courses in economics, accounting, statistics, and personal computing to prepare the student to better understand the core functional areas of business and to develop basic computer skills.

MATH 1393	Applied Mathematics for Business
INFO 1341	Information Processing
INFO 1342	Data Processing and Analysis
ECON 1310	Political Economy
INFO 2301	Business Communication
ECON 2320	Principles of Macroeconomics
ECON 2321	Principles of Microeconomics
ECON 2325	Business Statistics
ACCT 2310	Principles of Accounting I
ACCT 2311	Principles of Accounting II

Business electives. Complete four (4) courses or twelve (12) hours of upper-division business electives.

Grades. Candidates for the associate degree must satisfy the following grade point average requirements: (1) A 2.0 grade point average in all courses taken at UCA; (2) a 2.0 grade point average in all business courses taken at UCA; and (3) a 2.0 grade point average in the four (4) business elective courses.

MASTER OF BUSINESS ADMINISTRATION

The College of Business Administration offers a program of study leading to the Master of Business Administration (MBA) degree which is designed to serve the needs of qualified students preparing for careers in accounting, business, government and doctoral study in business administration. Although a BBA degree is not an admission requirement for graduate business study, the UCA MBA is especially designed for students who have earned a BBA. A major is not designated under the MBA program.

Naming of Chemistry/Physical Therapy Building - Ben T. Laney received a bachelor of arts degree in 1924 from Arkansas State Normal School, now the University of Central Arkansas.

Mr. Laney met Ethel Lucille Kirtley while both were students on this campus and they later married. One of their three sons, Ben T. (Travis) Laney, holds bachelor's and master's degrees from this institution.

A year after receiving his degree, Mr. Laney returned to his native Camden and began what became a successful business career. He served two terms as Governor of Arkansas in 1945-48, and is the only alumnus of UCA to ever hold that office.

In 1947, UCA, then known as Arkansas State Teachers College, began construction of a building for industrial education, occupying it in the summer of 1948. On Oct. 4, 1948, the Board of Trustees voted unanimously to honor Mr. Laney by naming the building the Ben T. Laney Building for Industrial Education.

The building was dedicated on Nov. 30, 1948, with Governor Laney giving the dedicatory address. Among his remarks were these: "It is a matter of pride to me to observe the expansion at this school where I had the opportunity to study many years ago. My interest, for a long time, and now, has been very keen in the success of ASTC as a training institution, from which can come and from which must come those with a clear insight and a broad vision so far as what our educational system should provide, and what it should instill in those who come from these walls and who stand in the classroom from day to day, giving to the youth of our land such impressions and convictions as will enable them to take their places as helpful citizens in the future."

When Mr. Laney died in 1977, he was praised for his contributions to education and the state's fiscal policies, the latter being so significant that the *Arkansas Gazette* hailed him as "the father of Arkansas' fiscal policies."

The Laney Building was torn down in 1993 and a new academic complex under construction on the site will house the department of chemistry, with a connecting wing to the Old Gym for physical therapy faculty. The 3-story complex contains 37,000 square feet of space, is costing about \$3.5 million, and is in the Georgian architectural style employed on the early buildings of the campus.

Mr. Laney was deeply dedicated to his alma mater and to his state, and in order to continue the recognition of the service he rendered to both, the President recommended to the Board of Trustees the following resolution which was adopted upon motion by Mr. Harding, with a second by Mr. Malone:

"BE IT RESOLVED: THAT THE NEW ACADEMIC COMPLEX BEING CONSTRUCTED ON THE SITE FORMERLY OCCUPIED BY THE BEN T. LANEY BUILDING FOR INDUSTRIAL EDUCATION BE NAMED 'LANEY HALL' IN HONOR OF BEN T. LANEY."

Architect for Recreational and Athletic Facilities - The growth of the university community, coupled with the aging of some of its athletic facilities, suggests the need to examine the requirements for recreational and athletic facilities modifications and additions. Some of this planning can be performed in tandem with the recreational facilities being planned and financed from the recently approved Student Center/Recreational Fees. The employment of an architect

is needed to perform some planning functions and develop preliminary plans and design concepts for these facilities. If authorization is granted for the construction of these facilities at a later time, the architect would then develop detail plans and specifications and would also be responsible for supervising the construction of the facilities.

Mr. Harding asked how the facility would be paid for. President Thompson stated that an additional student fee, similar to the Student Center fee, would have to be designated for that purpose. A fee in the range of \$50.00 per semester would not put UCA out of the range of what other institutions are charging. President Thompson pointed out that he is not recommending at this time that the facility be constructed; he is recommending only that an architect be hired to do a feasibility study.

Mr. Malone asked if there is a student desire for the facility. President Thompson stated that the administration has talked preliminarily with SGA representatives and others but at this time he does not know if students would be willing to pay an additional fee to fund the facility.

In response to a question from Mr. Harding President Thompson stated that funds are available to hire an architect.

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

"BE IT RESOLVED: THAT THE PRESIDENT IS AUTHORIZED TO EMPLOY AN ARCHITECT FOR RECREATIONAL AND ATHLETIC FACILITIES MODIFICATIONS AND ADDITIONS."

Bond Issue for Parking and Related Facilities - In the past, parking improvements have been made with our educational and general funds -- that is, funds which would otherwise be available to support our academic programs.

Recent projects include:

- Stone Dam Creek Vehicular Bridge
- Parking Lot East of Physical Plant (354 spaces)
- Beatrice Powell Street (Construction/Improvement)
- Parking Lot South of Army Reserve (86 spaces)
- Elizabeth Street Parking Lot (100 spaces)

Specifically, the \$800,000 of improvements listed above were funded from the 1991 Academic Facilities Series B Bonds.

While completion of these projects has improved parking and traffic flow, faculty, staff, visitors and particularly students continue to cite the shortage of convenient, well lighted, hardsurfaced parking space as a serious campus deficiency. Vehicular and pedestrian traffic

congestion presents a safety concern which can be addressed in part by the modification of traffic routes and patterns.

Several parking and traffic projects have been identified which would further improve facilities for the benefit of all who use campus facilities:

- (a) A new parking lot, containing 260 spaces, will be constructed southwest of Christian Cafeteria. The intramural field currently located at this site will be moved directly south. Total Cost: \$170,000
- (b) The parking lot north of the Administration Building, extending from Donaghey to Augusta, contains approximately 450 parking spaces. Approximately one half of the lot has been hard-surfaced. During the next two months the other half of the lot could be fully developed (curbs, gutters, parking islands, lighting and hard surface). Construction of the northern extension of the Speech-Language-Hearing Center parking lot should be included in this project. Total Cost: Approximately \$250,000
- (c) The graveled parking lot west of the Army Reserve facility contains approximately 250 parking spaces and has settled to the point where it would be desirable to provide curbs, gutters, planting islands, and hard surface to this lot and to improve the lighting in this area. Total Cost: Approximately \$150,000
- (d) For several years discussions have occurred between UCA, City of Conway and State Highway officials concerning the possibility of covering a portion of Stone Dam Creek which runs through the campus from Donaghey Avenue to Highway 286. UCA and City of Conway personnel have developed preliminary plans and cost estimates for a project which would enclose and cover Stone Dam Creek from Donaghey to Beatrice Powell Street. A concrete enclosure, providing bottom, sides and top, along with drainage and landscape improvements would accommodate the development of approximately 200 parking spaces. Completion of the project would provide convenient parking for Commons (including Art Gallery), Wingo Hall and Schichtl Hall. In addition to the work to be performed by the City of Conway, UCA's share of the project cost is expected to be approximately \$500,000.
- (e) Property now owned or considered for purchase north of Bruce Street between Augusta Street and Western Avenue could provide space for the construction of approximately 250 parking spaces, the full development of which would have a cost of approximately \$400,000.
- (f) Curbing and landscaping of parking lots along Sowder Street, Student Lane, Powell Street, Marian Ross Avenue and construction of approximately 60 parking spaces west of State Hall would require approximately \$280,000.

- (g) The development of gravel parking spaces between the new tennis courts and the AETN facilities including dirt removal would require an expenditure of approximately \$250,000.

In summary, parking and related facilities development being considered include:

Intramural Field	\$170,000
North of Administration Building	250,000
West of Army Reserve	150,000
Stone Dam Creek	500,000
Border by Bruce, Augusta & Western	400,000
Curbing, Landscaping & State Hall Parking	280,000
Between New Tennis Courts & AETN	<u>250,000</u>
	\$2,000,000

Badly needed as these projects are, the President recommends that we discontinue the practice of subsidizing parking facilities with educational and general funds and place parking improvements, in effect, on a self-supporting basis.

This could be done simply by dedicating the funds from parking permit (decals) sales, parking meter proceeds, and possibly fines to future improvement projects. However, if we follow this approach it will be five to ten years before sufficient funds will accumulate to undertake the improvements itemized above.

The President recommends, rather, that we undertake a comprehensive parking improvement program, issue bonds to fund those improvements, and impose fees sufficient to retire the bonds. Further, the President recommends that the level of the decal fees be set high enough to cover not only the \$2,000,000 in projected improvements but the \$800,000 in prior improvements funded by the 1991 Academic Facilities Series B Bonds, upon which the annual debt service is approximately \$76,000.

The average annual debt service on \$2,000,000 for 20 years at an interest rate of 7 percent is \$188,800. However, the state bonding policy requires an overcoverage of 20%. Therefore, the total annual revenues required to fund \$2,000,000 will be approximately \$226,500. When added to the \$76,000 annual cost of the 1991 bond issue, the annual cost of such a program will be approximately \$302,000.

The information below indicates our current charges for parking decals and the charges which will be necessary to cover the \$302,000 annual service on the bonds.

The President recommends that these increases be phased in over a two year period (during which time most of the improvements should be completed).

The resolutions below authorize the issuance of bonds, the construction of facilities, and the allocation of revenues to service the bonds.

The parking fee increase necessary to generate sufficient revenues to service the bonds is contained in a separate agenda item.

Parking decal costs for 1993-94 are as follows:

	Full Year	Summer	Replacement	Temporary
Faculty/Staff	\$20.00	\$10.00	\$1.00	\$1.00
Student	\$15.00	\$ 7.00	\$1.00	\$1.00

The cost of parking decals would need to be increased to the following levels in order to provide the debt service of \$302,560:

1994-95				
	Full Year	Summer	Replacement	Temporary
Faculty/Staff	\$30.00	\$15.00	\$2.00	\$1.00
Student	\$25.00	\$12.00	\$2.00	\$1.00
1995-96				
	Full Year	Summer	Replacement	Temporary
Faculty/Staff	\$45.00	\$23.00	\$2.00	\$1.00
Student	\$35.00	\$17.00	\$2.00	\$1.00

President Thompson pointed out that there are no additional fees contained in this agenda item. The increase in the cost of parking decals was voted on and approved by the Board in a previous agenda item.

Mr. Harding stated that if the resolution is adopted and if a bond counsel is hired he would like to see that every effort is made to encourage minority firms to submit proposals.

Mr. Malone suggested that UCA also encourage majority bond firms to consider joint ventures with minority firms.

The following resolution was adopted upon motion by Mr. Harding, with a second by Mr. Aydelott. Mr. Malone requested that the minutes reflect that "my affirmative vote in favor of that resolution is taken in whole-hearted support of Mr. Harding's comments on the bond counsel".

"BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES AUTHORIZES CONSTRUCTION OF THE FOLLOWING PARKING AND RELATED FACILITIES AT THE APPROXIMATE COSTS INDICATED:

Intramural Field	\$170,000
North of Administration Building	250,000
West of Army Reserve	150,000
Stone Dam Creek	500,000
Border by Bruce, Augusta & Western	400,000
Curbing, Landscaping & State Hall Parking	280,000
Between New Tennis Courts & AETN	250,000

AND

BE IT FURTHER RESOLVED: THAT THE UCA BOARD OF TRUSTEES AUTHORIZES THE ISSUANCE OF \$2,000,000 20 YEAR BONDS TO FINANCE PARKING AND RELATED IMPROVEMENTS SUBJECT TO APPROVAL OF AN ECONOMIC FEASIBILITY STUDY FROM THE STATE BOARD OF HIGHER EDUCATION. THESE BONDS WILL BE FINANCED FROM PARKING METER REVENUES, THE SALE OF PARKING PERMITS, AND OTHER PARKING REVENUES.

BE IT FURTHER RESOLVED: THAT THE DEBT SERVICE ON THE \$800,000 ACADEMIC FACILITIES SERIES B BONDS OF APPROXIMATELY \$76,000 ALSO BE FUNDED FROM PARKING METER REVENUES, THE SALE OF PARKING PERMITS, AND OTHER PARKING REVENUES."

Land for Parking and Student Residential Housing - Recent and proposed additions to facilities on the UCA campus dictate an immediate need for additional parking on the east side of the UCA campus. The recent completion of the Irby Academic Complex has exacerbated a pre-existing parking problem in this area of the campus. In addition, UCA and AETN are cooperating in the addition of an approximately 70,000 square foot building directly behind the existing AETN building.

The 100-space parking lot that UCA recently added on the Baldrige property is already packed at peak periods. Therefore, there is a pressing need to acquire additional space for parking.

Over the long term, UCA will need additional land for residential student housing on the edge of campus. Such land will be necessary as additional fraternities and sororities move off campus, and as the demand for married student housing at UCA increases.

The university has identified suitable land across Donaghey Avenue from the campus, at 102 Donaghey. The legal description is Lots 1-5 and 11-16, Block 1, College Oaks Addition. The property is the northern half of the block bounded by Donaghey Ave., and Robins, Elizabeth (closed) and Torreyson Streets. The university proposes to purchase this land to fulfill the immediate need for additional parking near this high-density area on the east side of the campus. Over the long term, the property may be utilized to provide additional residential student housing.

The university is attempting to negotiate with the owners, Harley and Carolyn Williams, concerning the purchase of the property. While the university is hopeful that negotiations will be successful, there is a reasonable possibility that no agreement will be reached. In such event, it would be necessary to institute an eminent domain proceeding to acquire the land.

The matter is of some urgency, due to the fact that Mr. and Mrs. Williams have indicated that they are on the verge of constructing an apartment building on the property. The Administration has informed the Williamses that UCA will make every effort to expedite its consideration of this issue. The discussions have been cordial - even though, quite clearly - very different viewpoints are involved in each side.

The university is in the process of completing the final appraisal on the property and is attempting to discover the out-of-pocket costs expended by the Williamses to begin development of the property.

The following resolution was adopted upon motion by Mrs. Goode, seconded by Mr. Harding, with Mr. Malone and Mr. White abstaining. Mr. White asked that the record reflect he abstains, which is consistent with his previous votes, because he owns property in the area, and has relatives who own adjacent property. Mr. Malone requested that the record reflect that he abstains but not for those reasons.

"BE IT RESOLVED: THAT THE ACQUISITION OF THE BELOW-DESCRIBED LANDS, OWNED BY HARLEY AND CAROLYN WILLIAMS, IS NECESSARY FOR THE USE AND BENEFIT OF UCA. THE LANDS ARE NECESSARY TO PROVIDE PARKING SPACE ON THE EAST SIDE OF THE CAMPUS. OVER THE LONG TERM, THE LAND MAY BE UTILIZED TO PROVIDE ADDITIONAL RESIDENTIAL STUDENT HOUSING.

THE LEGAL DESCRIPTION OF THE LANDS IS AS FOLLOWS:

**LOTS 1-5, BLOCK 1, COLLEGE OAKS ADDITION
LOTS 11-16, BLOCK 1, COLLEGE OAKS ADDITION**

THE PRESIDENT OF THE UNIVERSITY IS HEREBY DIRECTED TO EXERCISE EVERY REASONABLE EFFORT TO OBTAIN THE

PROPERTY AT A REASONABLE PRICE BY NEGOTIATION. IF THE PRESIDENT IS UNABLE TO NEGOTIATE A REASONABLE PRICE, HE SHALL BE AUTHORIZED TO INSTITUTE A LAWSUIT FOR THE CONDEMNATION OF SAID LANDS THROUGH THE POWER OF EMINENT DOMAIN."

Staff Senate Constitution Revision - Article I, Section I, of the Staff Senate Constitution presently reads, "The staff shall include all employees of the University, below the level of Vice President, who do not hold faculty rank."

By staff vote on December 15, 1993, the Staff Senate Constitution was amended as follows (pending approval by the UCA Board of Trustees): "The staff shall include all employees of the University who do not hold faculty rank."

The following resolution as an amendment to the *Staff Handbook* previously approved on December 6, 1991 as Board Policy No. _____ was adopted upon motion by Mr. White, with a second by Mrs. Goode:

"BE IT RESOLVED: THAT ARTICLE I, SECTION I OF THE STAFF SENATE CONSTITUTION BE AMENDED TO READ AS FOLLOWS: 'THE STAFF SHALL INCLUDE ALL EMPLOYEES OF THE UNIVERSITY WHO DO NOT HOLD FACULTY RANK.'"

Parking and Traffic Regulations Revision - Shown below are proposed changes in the current traffic and parking regulations. Text to be deleted is lined through and text to be added is in bold type.

Parking & Traffic Regulations - Text of Brochure

I. Administrative Policy

In accordance with A.C.A. 25-17-307, the Board of Trustees of the University of Central Arkansas has established regulations for the operation and parking of motor vehicles on the UCA campus. These regulations apply to all faculty, staff, students, and others utilizing the land and streets owned or controlled by the University of Central Arkansas.

1. Any appropriately licensed driver choosing to operate an automobile on campus may do so, provided a parking permit is obtained and provided the driver understands that the permit neither obligates the university to set aside a space for every vehicle nor allows the driver to violate parking regulations.

2. The university reserves the right to restrict the use of an automobile on university property if the owner has abused the privilege of operating a vehicle on campus.
3. The university assumes no responsibility for a vehicle or its contents.
4. Motorcycles, mopeds and motorbikes are not permitted on campus except in designated parking areas located on the perimeter of the campus. Users must enter and depart the campus at the location nearest these parking areas. No travel through campus is permitted.
5. Any motor vehicle parked on property owned or controlled by the university, **including metered parking**, and under the control of a student, faculty member, or staff member must display a permanently affixed, current UCA parking permit or temporary permit.
6. Failure to pay fines will result in the blocking of pre-registration or the withholding of transcripts, diplomas, or pay and refund checks.
7. A ticketed vehicle continuing in violation may be ticketed again as long as the violation continues. Overtime parking will be ticketed every two hours.
8. An illegally parked but unticketed vehicle is not an indication that the regulation being violated is no longer in effect.
9. Physically disabled persons will be issued a disabled decal after furnishing **Public Safety University Police** with proof of issuance of a disabled permit or license plate by the Arkansas Department of Finance and Administration.
10. Any person who is stopped for a violation of a traffic regulation ~~and is unable to produce a valid student or faculty/staff identification card may be issued a citation to appear in Municipal Court.~~ **subject to either a university or municipal citation as determined by the issuing officer.**
11. Occupants of residence halls are requested not to drive to class, the cafeteria, or other campus areas between the hours of 6:30 a.m. and 4:30 p.m., Monday through Friday.
12. A traffic ticket or any other communication from a ~~Public Safety University Police~~ officer is an official University notice. Recipients who do not respond to such a communication face disciplinary or legal action.

II. ~~Public Safety~~ **Office University Police Department**

~~Public Safety~~ **The University Police Department** is located at 115 Farris Road on the west side of campus. As a service to the university community, the office is never closed. Business hours for payment of traffic fines and purchase of parking decals are 8:00 a.m. to 4:00 p.m., Monday through Friday. Temporary parking permits will be issued 24 hours a day.

III. Automobile Registration

1. All students, faculty, and staff who park vehicles on campus are required to immediately register and display the appropriate registration decal on the driver's side of the rear bumper or the lower left corner of the rear window. The small front decal must be displayed on the driver's side, upper corner, of the front windshield. Decals should be applied to a clean, dry surface.
2. In order for faculty and staff to obtain an annual parking decal, their vehicle must display a current Arkansas license plate. Temporary permits may be issued for a maximum of 30 days for those who have out of state license plates or newly purchased vehicles.
3. It is a violation for a decal to be taped or displayed from the vehicle interior.
4. Registration of vehicles shall normally be completed at ~~Public Safety~~ **the University Police Department** or such place that may be designated on registration days. Vehicle license number, make, model, year, and color are required for registration.
5. A "Visitors and/or Temporary Permit" may be obtained without cost from ~~Public Safety~~ **the University Police Department** for any vehicle brought to the campus for a period of one to seven days. The permit is to be affixed to the lower corner of the driver's side rear window. If a second permit is requested during the semester, a charge of \$1.00 will be made.
6. Temporary disabled permits will be issued only to persons who have purchased and displayed a regular UCA decal. Upon obvious, visible disability a temporary disabled permit will be issued for a period of 3 - 5 days. Temporary disabled permits for a longer period of time, not to exceed 30 working days, will be issued only with a letter from a physician stating a need for a disabled permit and the length of time it is needed.
7. The Arkansas Crime Information Center furnishes the ~~Department of Public Safety~~ **University Police Department** with information on the owners of a monthly listing of the unregistered vehicles that received tickets the previous month. These tickets

are then issued to the faculty/staff member or student whose last name and home address match those on the listing.

8. Visitors are welcome. However, visitors may not park in a no parking or disabled parking area. Violation will result in a municipal court citation with fines set by the Conway Municipal Court. A visitor who receives a ticket for a violation of the UCA parking rules, other than parking in a no parking area or disabled space, may bring or mail the ticket to ~~Public Safety~~ the University Police Department and it will be voided.

IV. Types and Costs of Permits

1. Fees for vehicle registration are established by the Board of Trustees.

Faculty/Staff:

Yellow

Student:

Purple

Institutional:

Silver - Faculty/Staff

Silver - Student

Disabled:

Blue - Faculty/Staff

Blue - Student

2. Additional vehicles may be registered by paying the same fee as for the initial decal.

3. Replacement permits may be purchased at a cost of \$1.00, provided proof of destruction of the original permit is furnished to ~~Public Safety~~ the University Police Department.

4. Permits are the responsibility of the purchaser and must be removed prior to sale or transfer of the vehicle or termination of employment. Permits are not transferable to any other vehicle. Only one current permit shall be displayed on a vehicle. A permit must not be altered or defaced.

5. A current permit expires the last day of summer school, or upon the date of termination of the faculty/staff member, or withdrawal by the student, whichever comes first.

6. Relatives of faculty or staff members are not eligible for a faculty/staff decal and may not park in faculty/staff parking areas unless they themselves are regular employees of UCA. Each parking permit is valid only for use by the person to whom it is issued. Misuse of a faculty/staff parking decal may result in loss of parking privileges for both the faculty/staff member and the violator.

V. Parking Area Assignments and Hours

Faculty/Staff Parking - Areas marked "Yellow Area" with yellow signs and yellow lines are reserved for faculty and staff vehicles displaying current yellow decals.

Student Parking - Areas marked "Student Parking" with white lines are reserved for student vehicles displaying current purple UCA decals.

UCA Permit Parking - Areas marked "UCA Permit Parking" are reserved for student or faculty/staff vehicles displaying current UCA decals.

Disabled Parking - Areas marked for disabled access are reserved for vehicles displaying current blue decals.

Area assignments listed above apply to parking between the hours of 6:30 a.m. and 4:30 p.m., Monday through Friday.

Between 4:30 p.m. and 6:30 a.m., Monday through Friday, "Yellow" areas and "Student Parking" areas are interchangeable. (Summer Hours are from 2:30 p.m. to 6:30 a.m.) They are interchangeable all day Saturday and Sunday. The reserved spaces for residence hall directors, nurses, and the disabled are not included.

VI. Driving Regulations

1. The campus speed limit is fifteen (15) miles per hour, except where conditions indicate a slower speed is necessary.

2. One-way street driving regulations are to be observed at all times by all vehicles.

3. All STOP signs, YIELD RIGHT-OF-WAY signs, and all other regulatory or directional signs are to be observed.

4. Pedestrians in crosswalks shall have the right-of-way.

5. It is a violation of traffic regulations to avoid a speed bump.

VII. Parking Regulations

1. Vehicles must be within the boundaries of the parking space. Other improperly parked vehicles in the area shall not constitute an excuse for parking with any part of the vehicle over the line.
2. Where parallel parking is required, vehicles must be parked with the right wheels to the curb.
3. Where diagonal and head-on parking are required, vehicles should be park with the front toward the curb and the rear bumper toward the traffic lane.
4. No parking is allowed next to red curbs, **red parking blocks** or in red or candy-striped areas.
5. No parking is allowed on the grass, sidewalks, or in driveways or loading zones.
6. Double parking is a violation at all times.
7. If a vehicle is parked in violation, attended or unattended, the driver may be issued a citation.
8. All parking spaces are defined by painted lines or parking blocks. Vehicles must be parked within the painted lines or parked in front of a parking block properly spaced for parking.
9. Excluding those exempted by state law, holders of all types of UCA decals are required to pay when parking at parking meters.
10. **Persons riding bicycles must obey all rules of the road established for motor vehicles. Bicycles shall be parked in racks provided on campus. Bicycles parked in access ways, on sidewalks, in areas which may obstruct disabled access or in any other improper location will be subject to citation and impoundment. Impounded bicycles may be claimed at the University Police Department after all fines are paid.**

VIII. Personal Responsibility for Vehicles

1. The person registering a vehicle is responsible for all violations by that vehicle. If a registered vehicle is loaned to another driver, its proper operation remains the registrant's responsibility.

2. If ownership of a registered vehicle is transferred, the decal should be removed. A replacement decal may be obtained for \$1.00, if identifiable portions of the old one are presented to ~~Public Safety~~ **the University Police Department**.

3. If a vehicle without a decal is driven on campus while a registered vehicle is being repaired, a "Visitors and/or Temporary Permit" must be obtained from ~~Public Safety~~ **the University Police Department**. Temporary parking permits are available 24 hours a day, 7 days a week.

4. Parking facilities may not be used until a decal is affixed to the registered vehicle.

IX. Towing and Impoundment of Vehicles

1. UCA reserves the right to tow from its property any parked vehicle that does not display a current parking permit, is parked in a space reserved for the disabled, is parked in a restricted zone, or has unpaid parking tickets. Vehicles will be towed if parked in such a way as to constitute a traffic or pedestrian hazard or impede the access of service or emergency vehicles. Violations which could also result in towing and possible impoundment include, but are not limited to, parking in reserved parking spaces, parking in painted candy-striped or red areas, parking in driveways, or double parking on the street or in parking lots.

2. UCA reserves the right to tow from its property and impound any vehicle in violation of its traffic and parking regulations until all towing fees and UCA traffic/parking violation charges have been paid.

X. Appeals Process

A traffic citation may be appealed within 72 hours of its issuance if the recipient believes it was "issued contrary to campus traffic regulations" or in error. Forms for appeals may be obtained from ~~Public Safety~~ **the University Police Department**.

Once an appeal is made, the 50% discount will not be allowed. An appeal may not be made after a ticket has been paid.

These regulations take effect August 15, 1994.

XI. Penalties for Violations

The following are the violations and penalties of the University of Central Arkansas:

- | | |
|---|---------|
| 1. No permit | \$25.00 |
| 2. Defacing, reproducing, altering or illegal use of permit | 25.00 |

3.	Falsifying registration information	50.00
4.	Exceeding speed limit	25.00
5.	Reckless/unsafe driving	25.00
6.	Failure to stop or yield right-of-way	25.00
7.	Parking in a disabled space	50.00
8.	Parking at a red curb	15.00
9.	Improper equipment	15.00
10.	Double parking/blocking	15.00
11.	Parking in the wrong area	15.00
12.	Parking in a "No Parking" area	15.00
13.	Parking in a reserved area	15.00
14.	Driving and/or parking on grass	10.00
15.	Driving/parking wrong direction on a one-way street	10.00
16.	Parking on the wrong side of street	10.00
17.	Overline parking	10.00
18.	Improper display of permit	10.00
19.	Overtime parking	10.00
20.	Avoiding a speed bump	10.00

ALL FINES WILL BE HALF PRICE IF PAID WITHIN 24 HOURS EXCEPT VIOLATIONS 2,3,4,5,6 AND 7. All fines are payable at ~~Public Safety~~ the University Police Department from 8:00 a.m. until 4:00 p.m., Monday through Friday.

Back of Brochure

~~Department of Public Safety~~

~~Public Safety is a service unit within the Division of Administration. The department is charged with a threefold mission:~~

- ~~1. — Assistance to the university community in achieving its educational goals;~~
- ~~2. — Protection of public and private property and individuals while they are on the campus of the university, and~~
- ~~3. — Enforcement of federal, state, local, and university regulations as they pertain to the university campus.~~

~~In meeting the demands of this threefold mission, it is sometimes necessary to utilize authority beyond that of a normal university employee. For this reason, all members of Public Safety are vested with full police authority pursuant to A.C.A. 25-17-305.~~

~~While these officers have the training and authority to fulfill the enforcement role, they are also ready to fulfill a service role to the university community. The officers will help stranded motorists, provide information to visitors, and help to recover lost or stolen property. Persons needing assistance at any time may call Public Safety at 450-3111.~~

~~Public Safety is also charged with the enforcement of campus traffic and parking regulations. Parking patrollers are charged with the enforcement of parking regulations. These persons, while not certified public safety officers, have full authority in the enforcement of parking regulations. Any citation or notice written by them is fully valid.~~

University Police Department

The University Police Department is the jurisdictional police agency for The University of Central Arkansas. The Department employs officers, who are trained, certified and have full police authority pursuant to A.C.A. 25-17-305.

University police officers are specifically trained to provide a full range of public safety services to all members of the UCA community. It is the mission of the University Police Department to consistently seek and find ways to affirmatively promote and preserve a feeling of security and safety within the UCA community, and to deliver quality services to the public in a professional and sensitive manner.

University police officers are charged with the enforcement of federal, state and local laws and university regulations. The officers patrol the campus 24-hours daily and are also ready to fulfill a service role to the university community. The officers will help stranded motorists, provide information to visitors, and help recover lost or stolen property.

Persons needing assistance at any time may call the University Police Dispatch Center at 450-3111. Assistance can also be summoned by pushing the call button on any blue light emergency telephone located throughout the campus. The Dispatcher, who instantly knows the location of the activated emergency telephone, will ask what type of assistance is needed.

All regulations contained within this brochure are enforced by the University Police Department. Parking patrollers are charged with the enforcement of parking regulations. These persons, while not certified police officers, have full authority in the enforcement of parking regulations.

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

"BE IT RESOLVED: THE BOARD OF TRUSTEES AUTHORIZES ADOPTION OF THE ABOVE REVISIONS FOR THE PARKING & TRAFFIC REGULATIONS AS AN AMENDMENT TO BOARD POLICY # _____ EFFECTIVE AUGUST 15, 1994."

Early Retirement Provision for Teacher Retirement System Participants - The University currently has a total of one hundred forty-one (141) employees participating in the Arkansas Teacher Retirement System. Employees in this retirement plan are covered by Ark. Code Ann. 24-7-701 Voluntary Retirement. This section states: "(a) An active member. . . who has thirty (30) or more years of credited service, regardless of age, may voluntarily retire upon written application filed with the (Teacher Retirement) board."

The University has some employees who have thirty (30) years or more of service in the Teacher Retirement System but are not age sixty-two (62), which is the requirement of our Early Retirement Plan. Our Early Retirement Plan also requires that an employee must have been with the University for ten (10) consecutive years to qualify for benefits.

The President proposes that employees who have at least thirty (30) or more years in Teacher Retirement and are at least age sixty (60) and have been employed at the University at least twenty (20) years be allowed to retire at age sixty (60) and defer entry into the Early Retirement Plan until age sixty-two (62).

Any early retirement benefits available must be paid by the employee until age sixty-two (62) at which time the University will include the employee with other regular early retirees.

The following resolution as an amendment to the Staff Handbook was adopted upon motion by Mrs. Goode, with a second by Mr. Malone:

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES ALLOWS EMPLOYEES WHO HAVE THIRTY (30) OR MORE YEARS OF SERVICE IN THE ARKANSAS TEACHER RETIREMENT SYSTEM, WHO ARE AT LEAST SIXTY (60) YEARS OF AGE AND WHO HAVE AT LEAST TWENTY (20) YEARS OF SERVICE AT THE UNIVERSITY OF CENTRAL ARKANSAS TO RETIRE UNDER THE UNIVERSITY'S EARLY RETIREMENT PLAN BY PERSONALLY PAYING, UNTIL AGE SIXTY-TWO (62), INSURANCE PREMIUMS AVAILABLE FOR REGULAR EARLY RETIREES. AT AGE SIXTY-TWO (62) THE UNIVERSITY WILL INCLUDE THE RETIREE IN THE UNIVERSITY EARLY RETIREMENT PLAN WITH BENEFITS PAID BY THE UNIVERSITY AS PROVIDED IN THE EARLY RETIREMENT PLAN."

REPORT FROM COMMITTEE TO REVIEW NEEDS OF PRESIDENT'S HOUSE

Mrs. Goode, who is serving on the committee to review the needs of the President's House, suggested that this report be presented at a later time.

At Mr. Womack's request Dr. James Dombek, Vice President for Public Affairs, reported briefly that the committee has toured the house and identified some serious electrical and plumbing problems. Also, there is a need to make the house more functional as a university facility.

Other:

Mr. Malone announced that he has been pleased with the performance of the UCA Police Department while visiting the campus recently for various events. He thinks that the department is engendering a good student/police department relationship. He complimented the new director and the officers for interacting with students in making the university a safe place for everyone.

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

Dalda Womack, Chairman

Madison P. Aydelott III, Secretary