

The Board of Trustees of the University of Central Arkansas convened in regular meeting Thursday, October 20, 1994 at 3:30 p.m. in the Fireplace Room with the following officers and members present, to-wit:

|             |                             |
|-------------|-----------------------------|
| Chair:      | Mr. Joe White               |
| Vice Chair: | Mr. Madison P. Aydelott III |
| Secretary:  | Mr. Rush Harding III        |
|             | Dr. Harold Chakales         |
|             | Mrs. Elaine Goode           |
|             | Mr. Jerry Malone            |
|             | Mr. Dalda Womack            |

and with the following absent, to-wit: None

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

Minutes of the August 12, 1994 meeting were approved as circulated on motion by Dr. Chakales with a second from Mr. Aydelott.

Minutes of the September 2, 1994 Teleconference Board Meeting and Confirmation of Action Taken - UCA Board Policy states that "the responsibilities of the Board of Trustees shall be: ...10. To make binding any business transacted by conference telephone calls when a majority of the Board is thereby contacted. Such business to be brought before the Board at its next meeting and said action confirmed by motion duly made and seconded."

Therefore, the following resolution was adopted upon motion by Mr. Aydelott with a second by Mr. Harding. Mr. Malone stated "the record should reflect that my vote remains the same on the resolution as it was at the time of the vote on the telephone and as reflected in the minutes".

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES CONFIRMS THE ACTIONS TAKEN BY IT DURING THE SEPTEMBER 2, 1994 TELECONFERENCE BOARD MEETING AS REFLECTED IN THE MINUTES WHICH ARE HEREBY APPROVED."**

### PRESIDENT'S REPORT

President Thompson reported on the following items:

**Introductions** - Dr. Thompson introduced Ms. Carolyn Dombek, Associate Director of Development; Ms. Mathilda Hatfield, Director of Alumni; and Dr. Doug Podoll, Director of International Programs.

**Summer Athletic Camp Financial Report** - Act 707 of 1981 (Ark. Code Ann. 6-62-401 (1987)) governs the use of campus facilities by employees of state institutions of higher education to conduct certain outside work for private compensation. While the Act authorizes boards of trustees to grant permission for such activities, it requires that the boards make express findings of fact in certain areas. It also requires that the boards reduce this permission to writing, which must include a statement of charges to be paid to UCA for the costs associated with operating and maintaining the facilities that will be temporarily devoted to the particular activity conducted by that employee.

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

The Board granted permission at its May 6, 1994 meeting for the "Scottie Pippen Basketball Camp" to be conducted June 26 - 30, 1994. The following information is a financial report on this camp:

#### Scottie Pippen Basketball Camp - June 26 - 30, 1994

|             |   |             |
|-------------|---|-------------|
| Sponsor     | Scottie Pippen                                      |             |
| Instruction | Arch Jones, Director<br>Tommy Reed<br>Darrell Walsh |             |
| Revenues    | 135 Participants at Camp                            |             |
|             | 33 Day Participants @ \$125/ea.                     | \$ 4,125.00 |
|             | 69 Resident Participants @ \$260/ea.                | 17,940.00   |
|             | 27 Commuting @ \$185/ea.                            | 4,995.00    |
|             | 6 Scholarship Participants                          | -0-         |

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|  |                            |                     |
|--|----------------------------|---------------------|
|  | Deposits on Cancellations  | <u>50.00</u>        |
|  | Total Revenues Deposited   | <u>\$ 27,110.00</u> |
| Expenses Paid<br>to UCA                    | ARA Food Services *        | \$ 3,996.20         |
|  | UCA Housing                | 2,413.00            |
|  | Facility Fee               | 1,202.61            |
|  | Miscellaneous Expenses **  | <u>1,346.26</u>     |
|  | Total Expenses Paid to UCA | \$ 8,958.07         |
| Other Camp Expenses                        |                            | <u>\$ 7,953.14</u>  |
|  | Total Expenses             | <u>\$ 16,911.21</u> |
| 1994 Scottie Pippen Basketball Camp Profit |                            | <u>\$ 10,198.79</u> |

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

|               |         |
|---------------|---------|
| Arch Jones    | \$2,000 |
| Tommy Reed    | \$ 500  |
| Darrell Walsh | \$ 250  |

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

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

Cost per session was \$260 for resident campers and \$185 for commuting campers.



**Litigation Report** - The following is a report on the status of litigation against UCA as of September 29, 1994.

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

Range v Student Loan Guarantee Foundation and UCA, AP944050 (Bankruptcy). Ms. Range asked the bankruptcy court to discharge her student loans based upon undue hardship. Ms. Range owes UCA \$797.16. Ms. Range dismissed the case before trial and will remain liable for the full amount of the loan.

Armstrong v Thompson et al., No. 94-08928 (Pulaski County Circuit). Mr. James Armstrong, the former director of UCA's Intramurals Program, has filed this lawsuit against Dr. Thompson, the members of the UCA Board of Trustees, and Dr. John Smith. All defendants are sued in both their individual and official capacities. Mr. Armstrong contends that his termination was based on race discrimination in violation of the Arkansas Civil Rights Act. He argues that the Board of Trustees' decision to allow Dr. Thompson but not Mr. Armstrong to attend the executive session was a racially discriminatory application of the Arkansas Freedom of Information Act. He further contends that the defendants have defamed him, both verbally and through what he refers to as the University's publication, "Log Cabin". Mr. Armstrong seeks reinstatement, back-pay, front-pay, costs, attorney fees, and actual and punitive damages totalling \$400,000. UCA has filed an answer denying the complaint and contesting the court's jurisdiction over a suit against the state.

Board of Trustees of UCA v Comstock, No. CIV-94-206 (Faulkner County Circuit). UCA filed a complaint to condemn the lands owned by Harold and Betty Comstock on the southern half of the block bounded by Donaghey Avenue, and Robins, Elizabeth (closed) and Torreyson Streets. UCA needs to acquire the land in order to provide adequate parking facilities. The parties resolved this matter for a purchase price of \$110,885.67.



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 and has been set for oral argument on October 17, 1994 at 9:00 a.m.

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. In resolution of this case, the parties agreed that Mr. Kerr would be suspended for one semester and would be on probation until graduation from UCA.

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 have agreed to a settlement for \$160,000, of which UCA would contribute \$72,405.48.

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 brought this subrogation action in UCA's name. The matter was settled by the parties prior to trial.

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.

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 contended 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. EEOC has determined that no discrimination occurred.

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

Patricia Hathaway v UCA, EEOC No. 251-94-1102. Ms. Hathaway, an employee in the Housing Department, has charged that UCA discriminated against her based upon her age when she was not promoted to the position of Accounting Technician II. UCA has denied the charge and is awaiting a decision by EEOC.

Walter Hathaway v UCA, EEOC No. 251-93-1346. Mr. Walter Hathaway was 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 contended that he was not selected due to race discrimination. UCA denied the charge and EEOC has agreed that no discrimination occurred.

Curtis v UCA, 94-567C-CC (Claims Commission). Ms. Curtis seeks reimbursement for medical expenses incurred when she fell and injured herself on campus. UCA has denied liability and has pointed out that the expenses will be covered by medical insurance. UCA expects that this case will be dismissed.

Love v UCA, 94-506C-CC (Claims Commission). Mr. Preston Love, Jr., a UCA student, contends that UCA should reimburse him for clothing allegedly stolen from his residence hall room. UCA has denied the claim and is awaiting a hearing date.

Price v UCA, 94-379N-CC (Claims Commission). Mr. Price of Price Tree Service has asked the State Claims Commission to order UCA to pay him \$3,500.00 for tree pruning services provided to the University. UCA denies liability for this amount, due to the



unsatisfactory quality of the work. In addition, Mr. Price has failed to produce evidence of payment for equipment rented for the project. This matter has not yet been set for hearing.

President Thompson reported that oral argument on *Denton v Smith et al.* was heard in Supreme Court on October 17 and UCA is awaiting a decision.

Mr. Malone pointed out that all defendants, including members of the Board, in *Armstrong v Thompson et al.* are sued in both their individual and official capacities. He asked if there was a motion to dismiss against individual liability of Board members. Mary Stallcup, UCA General Counsel, explained that an appropriate pleading will be filed after the plaintiff's deposition has been taken. Malone stated that since it involves liability against personal individuals, he is interested in seeing that it is aggressively dealt with. Ms. Stallcup stated that the lawsuit will be aggressively defended.

**Priority Programs** - As a result of legislation enacted in the last legislative session, each state university is required to report through the Arkansas Department of Higher Education its ten academic program priorities. Appropriate personnel are working on this report which will be submitted to ADHE within the next few weeks.

**Expansion of Health Sciences Programs** - Information concerning this item was forwarded to Board members a few days prior to the Board meeting. President Thompson stated that he will be happy to visit with Board members individually after they have had a chance to review the material. He explained that the most competitive programs for which there is a very high demand are in the College of Health and Applied Sciences; in particular, physical therapy, occupational therapy, and speech-language pathology. Therefore, it is hoped that UCA receives sufficient funding from the state to enable doubling the size of these programs in the next five years.

**Purchase of Property at 316 Western Avenue** - The purchase of this property, which was approved during the July 8, 1994 Board meeting, has been completed.

**Enclosure of Stone Dam Creek** - The City of Conway has begun covering Stone Dam Creek which is located on the south side of campus. UCA is very pleased that the City has been so cooperative with this project.

Mr. White requested that a resolution expressing UCA's appreciation to the City of Conway be brought before the Board for approval at its next meeting.



**Possible Renovation of Wingo Hall** - Among the capital projects that may be considered in the future, is the renovation of Wingo Hall which is the oldest residence hall on campus and in a bad state of repair. Several alternatives which may be pursued are renovating the building as a residence hall, much as it is now, or converting the facility to either an apartment complex, an administration building, or an academic building. No definite plans for the facility have been made.

Dr. Chakales asked what alternative seems to be the most feasible. President Thompson stated that if the building remains a residence hall it will continue to generate revenue which argues in favor of that alternative. If the location of the building is taken into consideration, converting the facility into an administration building would be a logical choice; and, conversely the present Administration Building is a good location for the expansion of a number of academic programs.

**Statewide Trustee Training (November 6-7, 1994)** - The Arkansas Department of Higher Education and the Arkansas Higher Education Council will host an eight-hour state-wide training workshop for trustees at the Excelsior Hotel in Little Rock on November 6-7. It is unclear at this time if credit can be given for 1995 to those who attend.

Mr. Harding asked if the workshop will be held on an annual basis. President Thompson stated that it is his assumption that the workshop will be held annually if there is a good turnout for the November meeting.

**Status of Part-time/Non-tenure Track Faculty** - President Thompson announced that he is planning to establish a committee to review and make recommendations regarding university policies and procedures affecting part-time and non-tenure track faculty.

Dr. Thompson pointed out that part-time faculty members are probably the lowest paid employees on campus. They have the least access to fringe benefits programs, and have none of the incentives that other university employees have (e.g. salary increments based upon length of service).

The committee will consist largely, but not entirely, of part-time faculty members.

**Relocation of Host ROTC Unit to UCA** - President Thompson stated that he is very pleased to announce that the host ROTC unit, which had previously been moved from UCA to UALR, has returned to UCA. ROTC has generally been very successful in recruiting students at UCA for the program.



**Student Center Bid Award** - The contract for the Student Center renovation/construction has been awarded to Nabholz Construction Company of Conway. Bids submitted for the Student Center and the intramural fields will enable completion of both projects with the \$8.5 million received from the recent bond issue.

**Joe and Vada Russell Trust Fund** - UCA has received an additional gift for pre-dental scholarships from the Joe and Vada Russell Trust Fund making the total close to \$300,000. President Thompson introduced Dr. Richard Collins, professor of biology, and expressed his appreciation to him for his work with the Russells in establishing the scholarship fund.

**University of Central Arkansas v. University of North Alabama Football Game** - On Saturday, October 22, UCA will play the University of North Alabama, currently the number one ranked team in NCAA Division II. A group will travel to the game in a university vehicle which will leave for Florence, Alabama on Friday, October 21, at 3:00 p.m.

**Faculty and Staff Housing** - The administration is considering the possibility of purchasing property, as it becomes available, in the vicinity of the campus that the university will need for other purposes and that, in the short run, would be appropriate for faculty and staff rental housing. As housing prices in Conway escalate, the university may need to assist new faculty and staff members by making temporary housing available until they can purchase a home. The rental income from the property could offset the cost of buying the land that will ultimately be used for other purposes. President Thompson will report back to the Board at a later time regarding this issue.

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

Mr. White recognized the presidents of the Faculty Senate, Staff Senate, and Student Government Association who made the following statements:

##### **Mr. Don Adlong, President, Faculty Senate**

Mr. Adlong expressed his appreciation for the opportunity to address the Board as President of the Faculty Senate. He stated that even though the faculty feels the adopted policy doesn't provide for the most effective means of communication, the Faculty Senate is resolved to work through it. He said he hoped that when matters directly affecting the faculty and academic programs of the University are under consideration, that individual Board members would feel free to call on him and his successors to provide input expressing the viewpoints of the faculty. He said that Chairman White has expressed a

willingness to recognize the President of the Faculty Senate in such situations and that he hoped future chairs would also do so. Such input should be in the nature of a dialogue. He stated that trust is a two way street, and that we must work toward establishing mutual trust between the faculty, the President, and the Board of Trustees to make UCA the very best university it can be. He stated his commitment to work toward the end of establishing an atmosphere with the aforementioned trust and expressed the hope that his successors will be similarly committed. He informed the Board of the following concerns in the area of academics:

- "1. The faculty is monitoring the deliberations of two committees, the Freshman Year Experience Committee and the Core Curriculum Committee, with special interest as to how their actions may bring about a recommendation to create a University College; and
2. In the event that anticipated equity funding is received from the state, the faculty would request that Dr. Thompson revisit the decision to consolidate the departments of Geography, Political Science, and Sociology, since a primary rationale for the consolidation was one of saving approximately \$25,000."

He further stated that Dr. Thompson has agreed to meet in the near future with Dr. Berry, Dr. Henry Rogers, and himself concerning issues that have arisen about equity pay, merit pay, and salary increases.

**Ms. Joyce Reid, President, Staff Senate:**

Ms. Reid thanked the Board and Dr. Thompson for the opportunity to be recognized during the board meeting. She said that she had very little response to her request that the Staff Senate share with her any subjects they wanted her to address. She further stated that she has asked the Senate members to help make this year the very best it can possibly be...that they want to be team players, a family, and remember their charge is to support not to direct the University. She said the Senate is planning fund raising activities hoping to increase the Foundation funds which are used for the Employee of the Year Award and that the Senate also has some activities for raising funds for the scholarships awarded to staff members and the children of staff members. Also, she said that the staff was very pleased with Dr. Thompson's August 22, 1994 address to faculty and staff and that he proposed pay increase for classified and non-classified/non-teaching employees was very welcome news. She stated that there is 100% support from the staff for the agenda item on proposed salary increases and asked the Board to approve the



increase. She also said that they are grateful for the diligent budgeting and management which has allowed such a proposed increase.

**Ms. Rachel Shipman, President, Student Government Association:**

Ms. Shipman thanked the Board for the opportunity to tell about the students at UCA. The SGA is working hard to meet the goals set at the beginning of the year, one of which is to bring phone-in registration to campus. This is most important to students. Another goal is better communications between the students, the administration and the Board of Trustees. She stated that the process was going great...that Dr. Thompson had attended an open forum SGA meeting so that anyone who wanted could ask questions of him. Another project SGA is working on is "Shaping the Future at UCA," an all day forum including students, faculty, administration and others to discuss issues of concern. She invited Board members to attend. It will be held at the Holiday Inn in Conway on November 19th. The students still feel that twice a year is not enough time to open the lines of communication and hope that in the future a student representative will be on the agenda every board meeting. The SGA still does not support the consolidation of the Geography, Political Science and Sociology departments.

She reported that she has appointed an Ad Hoc committee called University United for faculty, students, and administrators from different ethnic backgrounds to come together to help others. The SGA has also hired a graduate assistant to help with projects and has dropped the Miss UCA franchise because students didn't feel enough people were benefitted for the amount of money spent. Also, they have discontinued automatic funding of several organizations, including the Scroll, Echo, Public Appearance Committee and the SGA's Entertainment Committee because the SGA wants to hold the organizations accountable for how they spend the students' activity fee monies. She pledged to continue working with President Thompson and others to keep the lines of communication open.

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Mr. White stated that phone-in registration is long overdue.

Mr. Aydelott asked where the Student Government Association will be holding meetings during the renovation of the Student Center. Ms. Shipman reported that the SGA meets each Monday at 5:00 p.m. in Room 102 of McAlister Hall.

President Thompson suggested that the Faculty Senate, Staff Senate, and the Student Government Association consider the possibility of also adopting a policy to enable him and others to address those groups.

President Thompson pointed out that part-time/non-tenure track faculty members are not included in the policy for requests to address the Board of Trustees since they are not represented by the Faculty Senate. He stated that it seems appropriate for those individuals to be allowed to participate in the Faculty Senate or to have some representative organization of their own.

Mr. White requested President Thompson to include the issue in the charge to the committee to review the status of part-time/non-tenure track faculty.

### NEW BUSINESS

**Fiscal Year 1994-95 Budget Adjustments** - A review of our 1993-94 income suggests that there are at least three revenue sources which appear to be underestimated in the 1994-95 operating budget. These are as follows:

1. **State General Revenues:** In 1993-94 the Department of Finance and Administration estimated that UCA would receive \$2,469,798 from the Educational Excellence Trust Fund, and we actually received \$2,711,007, \$241,209 over the estimate. DF & A has estimated revenues from this source for 1994-95 at \$2,563,477, which is \$147,530 less than we actually received last year. (See table below). This estimate of revenue was made before the year-end, and at that time, they were probably unaware that the 1993-94 revenues were going to exceed their estimate for 1994-95. Therefore, it seems reasonable to budget at least an additional \$150,000 from this source during 1994-95.

### University of Central Arkansas

#### Educational Excellence Trust Fund Allocations

|         | <b><u>D F &amp; A<br/>Estimate</u></b> | <b><u>Actual<br/>Allocation</u></b> | <b><u>Over<br/>Estimate</u></b> |
|---------|--|-------------------------------------|---------------------------------|
| 1991/92 | \$2,582,692                            | \$2,671,677                         | \$ 88,985                       |



|         |                        |           |         |
|---------|------------------------|-----------|---------|
| 1992/93 | 2,469,798              | 2,469,798 | ----    |
| 1993/94 | 2,469,798              | 2,711,007 | 241,209 |
| 1994/95 | 2,563,477 <sup>1</sup> |           |         |

<sup>1</sup> This DF&A estimate is \$147,530 less than actual for 1993/94. This isn't reasonable since the revenue source is from sales tax.

2. Student Fees: Due to substantial increases in international student enrollments at the University of Central Arkansas, our out-of-state tuition rose dramatically in 1993-94 and was substantially above our 1994-95 budget of \$322,546. Based on our plans for international student enrollment at UCA, it seems reasonable to increase the estimated out-of-state fees by \$360,000 and general registration fees by \$40,000, for a total of \$400,000.
3. Investment Income: Income from this source in 1993-94 was substantially above the \$286,000 budgeted for 1994-95. With an aggressive cash management program coupled with the increase in interest rates, income from this source should be at least \$50,000 above the current estimate in 1994-95.

These additional revenues total \$600,000.

The \$600,000 in revenues indicated above, coupled with \$31,000 from the E & G operating reserve in the 1994-95 budget, would be sufficient to fund budget needs which were deferred when the original 1994-95 budget was prepared. These are as follows:

1. Classified employees at the University of Central Arkansas are eligible under the Arkansas Classification and Compensation plan to receive a three percent increase on their June 1994 salary. This results from an authorization of two percent in fiscal year 1993-94 which UCA did not fund, and an additional one percent which was authorized on July 1, 1994 for the 1994-95 fiscal year. These increases would be above the amount included in UCA's 1994-95 budget for a two and one-half percent increase on the classified employee's anniversary date. The implementation of this increase would bring UCA's classified salaries to the same level as other state employees. The annualized estimated cost of this salary increase, plus fringe benefits for the educational and general component of the university, is approximately \$198,000.



2. Non-classified employees (non-teaching). The proposed two percent increase for returning employees in this category, coupled with the two percent increase included in the original 1994-95 budget, brings the total increase to four percent, which is slightly less than that proposed for classified employees. The annualized cost of this salary increase, plus fringe benefits, for the educational and general component of the university is approximately \$120,000.
  
3. Faculty Salaries/Equity Increase. In order to bring the instructors and assistant and associate professors nearer the Southern Region Education Board average salaries, it is proposed that returning full-time tenure track assistant professors receive an equity adjustment of \$1,500 each, returning full-time tenure track associate professors an equity adjustment of \$500 each, and returning full-time instructors an adjustment of \$500 each. The annualized estimated cost of this salary increase, plus fringe benefits, is approximately \$215,000.

The 1989-90 through 1994-95 salary percentage increases for the groups of UCA employees are presented below. The increases shown for 1994-95 do not include the recommended salary increases presented in this agenda item:

|         | <u>Teaching</u> | <u>Non-Teaching</u> | <u>Classified</u>         |
|---------|-----------------|---------------------|---------------------------|
| 1989-90 | 5.0%            | 5.0%                | 9.5% <sup>1 &amp; 3</sup> |
| 1990-91 | 8.5%            | 5.0%                | 5.5% <sup>2 &amp; 3</sup> |
| 1991-92 | 7.5%            | 7.5%                | 7.0%                      |
| 1992-93 | 5.75%           | 5.75%               | 7.0%                      |
| 1993-94 | 2.2%            | 2.2%                | 2.5%                      |
| 1994-95 | <u>2.0%</u>     | <u>2.0%</u>         | <u>2.5%</u>               |
| Total   | 30.95%          | 27.45%              | 34.0%                     |

<sup>1</sup> 4.0% + 2.5 Anniversary + April 15th 3.0% + Career Service Awards.

<sup>2</sup> 2.0% + 2.5% Anniversary + 1.0% on 10-1-90 + Career Service Awards.

<sup>3</sup> Career Service Awards 1989-90 and 1990-91: \$300 - 10 thru 14 years; \$400 - 15 thru 19 years; \$500 - 20 thru 24 years; \$600 - 25 years or more.

The total annualized estimated cost of the salary increases indicated above, plus fringe benefits, for the educational and general component of the university is approximately \$533,000.

4. Two positions are needed in the Computer Center in order to provide the general infrastructure needed to expand our computing and other automated systems. The estimated annualized cost of these two positions, including fringe benefits, is approximately \$63,000.
5. Art-NASAD Accreditation. An allocation of an additional \$35,000 to the Art Department is added to meet the consultant's recommendations for fulfilling the accreditation standards under NASAD.

The total funds required for salary increases, as well as these other two items, total \$631,000 on an annualized basis and can be funded in 1994-95 from the additional revenues and the reserve mentioned above.

Non-recurring and merit bonuses of \$750 each to approximately twenty percent of the full-time faculty are recommended. These one time awards will go to faculty members who have been identified by the department chairs, the deans and the vice president for academic affairs, as having made outstanding contributions to the University during the past year. Out of this group, the vice president, deans and chairs have identified thirty faculty members who have demonstrated exceptional meritorious contributions to the university over the past year. These individuals would receive an additional award of \$750 each. These merit increases, coupled with a small number of additional merit increases for other academic personnel, total approximately \$141,000, including fringe benefits. These increases would be funded from 1993-94 university funds reserved for this purpose.

Mr. Malone stated that he supports the proposed salary adjustments but, as stated at previous board meetings, he has some concerns regarding the university's priorities and budgetary process. He suggested that the Board take time, through a retreat or some other process, to look at university expenditures and determine if there are budget items that can be either eliminated or placed in a lower priority category. Mr. Malone said that UCA needs to keep abreast of regional salary averages; however, he thinks that it could be done in a way that does not always lead to an increase in student fees. Mr. Malone further stated that by taking action early the Board would be in a better position to justify its actions when considering and approving next year's budget.



Mr. Harding asked if, with the proposed equity funding, the budget will support and continue to maintain the proposed salary increases in subsequent years or will they have to be funded in the future with additional tuition increases.

President Thompson stated that the equity funding, hopefully, would minimize any tuition increase for the year in which it is received. He explained that approximately one-third of the university's support comes from tuition and fees; approximately two-thirds comes from state appropriations. Therefore, generally speaking, when salaries are increased part of that support realistically has to come from the one-third of the operating revenue that is generated by student fees. Dr. Thompson stated that UCA receives approximately \$1000 less per student than do peer institutions; therefore, to achieve educational goals UCA has had to be much more efficient than other institutions. As a result, UCA has the lowest administrative cost of any institution in the state.

Mr. Harding stated that he thinks it would be appropriate for the Board to be involved in the long-term visions of the university; therefore, he supports the idea of a board retreat.

Following discussion, the following resolution was adopted upon motion by Mr. Harding with a second by Mrs. Goode:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES, EFFECTIVE OCTOBER 1, 1994 (OCTOBER 15, 1994 FOR EMPLOYEES PAID BI-WEEKLY), THE FOLLOWING ADJUSTMENTS TO THE 1994-95 OPERATING BUDGET:**

- 1. CLASSIFIED SALARIES - \$198,000**
- 2. NON-CLASSIFIED EMPLOYEES (NON-TEACHING) - \$120,000**
- 3. FACULTY EQUITY INCREASES - \$215,000**
- 4. TWO ADDITIONAL EMPLOYEES - COMPUTER CENTER - \$63,000**
- 5. ART-NASAD ACCREDITATION - \$35,000**

**BE IT FURTHER RESOLVED: THAT THE NON-RECURRING/MERIT BONUSES OF \$141,000 ARE TO BE FUNDED FROM NON-RECURRING REVENUES."**



**\$1.5 Million Capital Expenditures** - In the early and mid-1980's, a large portion of reserve funds were used to provide funding for small capital projects and to meet instructional, research, and administrative equipment needs for the university. During the time of rapidly increasing student enrollment from 1990-94, most of these funds have been used to partially finance major renovation and new construction projects, leaving little for the purchase of equipment. The backlog of equipment needs, especially in computing capabilities, the library, and scientific and technical equipment, is significant. While all of the needs cannot be met, the allocation of \$1.5 million from reserve funds will bring the university closer to state of the art equipment, thereby improving our research and teaching capabilities, as well as improving the efficiency of the support component of the university.

Fortunately, our reserve balances have increased over the past few years, so this transfer from reserves can be made while retaining a comfortable reserve balance of approximately 5 percent of the operating budget.

| PROPOSED EXPENDITURES               | COSTS          |
|-------------------------------------|----------------|
| <b>President</b>                    |                |
| Campus wide computing               | \$ 300,000     |
| Torreyson Library - on-line system  | 200,000        |
| Public Safety - new facility        | 125,000        |
| Athletics - repairs and renovations | 50,000         |
| KUCA                                | 30,000         |
| International Programs              | 10,000         |
| Music Recording Studio              | 10,000         |
| Public Affairs - publications       | 10,000         |
| Student Affairs - intramurals       | 10,000         |
| Financial Affairs - financial aid   | 10,000         |
| <b>Total</b>                        | <b>750,000</b> |

|   |                |
|---|----------------|
| <b>Academic Affairs</b>                       |                |
| Instructional Equipment (A&L, NS&M, HAAS)     | 99,550         |
| Science Equipment                             | 90,000         |
| Library On-line System                        | 85,000         |
| Modifications to THD                          | 51,000         |
| Health Science Equipment                      | 20,000         |
| Art Gallery/Slide Collection Supervision      | 16,250         |
| Computer Enhancement (Business Admin.)        | 16,000         |
| Computers for Transitional Studies            | 15,000         |
| Computer Equipment/Software (HAAS)            | 14,000         |
| Computer Projection Devices (Business Admin.) | 11,000         |
| Faculty/Student Research (NS&M)               | 10,500         |
| Faculty Development (Education)               | 10,000         |
| Residential Instruction Program               | 10,000         |
| Music Recording Equipment                     | 10,000         |
| Office Equipment (Undergrad. St.)             | 7,500          |
| Office Furniture (HAAS)                       | 6,500          |
| Faculty Research (A&L)                        | 4,000          |
| Honors College Computers                      | 4,000          |
| Signage -- Art                                | 3,200          |
| Student Research (A&L)                        | 2,000          |
| Grade Change Forms                            | 1,000          |
| Furniture in Honors College Forum Area        | 1,000          |
| <b>Total</b>                                  | <b>487,500</b> |





|  |                    |
|--|--------------------|
| <b>Public Affairs</b>  |                    |
| Purchasing wireless and condenser microphones; computers, computer equipment, and software; promotional items; advertising; furniture  |                    |
| Public Appearances   | 2,960              |
| Admissions   | 8,914              |
| Alumni   | 3,500              |
| Publishing   | 3,755              |
| Public Affairs   | 17,871             |
| Office of Information  | 500                |
| <b>Total</b>   | <b>37,500</b>      |
| <b>Student Affairs</b>   |                    |
| TDD phone for disabled students; computers and computer equipment; copier; outdoor basketball and portable soccer goals; video camera and monitoring equipment for Counseling Center (graduate student trainees' counseling); books for Counseling Center self-help center; student alcohol and drug use assessment materials and scoring fees; additional Student Handbooks for distribution to each student; support for Residential Instruction Program; weekend programming; walkie talkies for Orientation and Intramurals. |                    |
| Minority Affairs   | 6,200              |
| Dean of Students   | 7,000              |
| Counseling Center  | 5,500              |
| Division Student Affairs   | 18,750             |
| <b>Total</b>   | <b>37,500</b>      |
| <b>TOTAL FOR UNIVERSITY</b>  | <b>\$1,500,000</b> |



Mr. Harding asked how much study goes into deciding how this money is spent.

President Thompson explained that he decided that half the money would be allocated by himself and the remaining half apportioned to the vice presidents based on their percentages of the total budget. Each vice president kept half and allocated half to directors and/or deans. The college deans kept half and allocated half to department chairs. This method gave everyone an opportunity to participate in deciding how the funds would be used.

Mr. Harding asked if specific expenditures have been identified.

President Thompson explained that some items have not been specifically identified (e.g. the on-line system for Torreyson Library which will be a major allocation from the president's portion). It is not certain at this time what system Torreyson Library will adopt. A committee is working on this issue.

Mr. Harding asked what would be done with the balance if the on-line system cost less than is anticipated.

President Thompson stated that the balance would be placed in the reserve fund or be reallocated. He explained that UCA has the authority to carry money from one year to the next. Therefore, last-minute spending binges are not necessary.

Mr. White mentioned President Thompson's statement that the 5 percent reserve is the highest UCA has had in recent years. He asked what was the lowest reserve.

President Thompson stated that the lowest was approximately 3 percent.

Mr. Aydelott stated that he would like to see the funds spread as far as possible to benefit as many different interests on campus as possible.

There being no further discussion, the following resolution was adopted upon motion by Mr. Womack, with a second by Mr. Aydelott:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES THE EXPENDITURE OF \$1,500,000 FROM RESERVE FUNDS FOR THE PURCHASE OF EQUIPMENT AND OTHER ONE-TIME COST ITEMS AS OUTLINED HEREIN."**

**Basketball Season Ticket Discounts** - At its May 6, 1994 meeting, the UCA Board of Trustees adopted a policy changing ticket prices for UCA home football and basketball games.

Upon further consideration, the Athletic Department has requested that, since there are no reserved seats at basketball games and the demand for basketball tickets is not as great as the demand for football tickets, the prices for pre-season basketball tickets should be lower than those for football.

The following resolution to amend Board Policy No. \_\_\_\_\_ to read as follows was adopted upon motion by Mr. Harding with a second by Mr. Womack:

**"BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES ADOPTS THE FOLLOWING SCHEDULE OF TICKET PRICES FOR UCA FOOTBALL AND BASKETBALL GAMES, EFFECTIVE FALL 1994:**

|  |                                   |
|--|-----------------------------------|
| <b>STUDENTS</b>                                      | <b>\$4.00 PER GAME</b>            |
| <b>ADULTS</b>  | <b>\$6.00 PER GAME</b>            |
| <b>RESERVED SEATS - <u>FOOTBALL</u></b>              | <b>\$7.00 PER GAME</b>            |
| <b>PRE-SEASON TICKETS RESERVED - <u>FOOTBALL</u></b> | <b>\$4.50 PER GAME</b>            |
| <b><u>PRE-SEASON TICKETS - BASKETBALL</u></b>        | <b><u>\$20.00 PER SEASON"</u></b> |

(Language added to the amendment is underlined).

**Board Policy Book (Section 500 - Personnel)** - The proposed personnel section of the Board Policy Book generally reflects existing Board resolutions. Changes are proposed to Policy No. 500 to more accurately reflect Arkansas law. The affirmative action statement has been modified to require that the university focus its efforts to diversify on staff as well as faculty. It also specifies that the President will present an affirmative action report to the Board on an annual basis.

The proposal also establishes an official hiring policy for the university. While much of this policy has been followed on an informal basis, its adoption as Board policy will standardize



the hiring process and enhance the university's ability to make fair and responsible hiring decisions.

The policy on drug-free schools and campuses has been modified to incorporate recent changes in the law and regulations. A change in the personnel records policy would require that requests for personnel records be made to the Personnel Director rather than the President.

The sexual harassment policy was modified slightly to incorporate a recent U.S. Supreme Court decision.

Mr. Malone stated "as I look through the policy I notice that number 503 dealing with the hiring policy for employment of faculty and staff, page 94, speaks of using national searches and search committees, I presume, composed of representatives from the campus. I had the opportunity to attend a video conference last Wednesday sponsored by the Arkansas Department of Higher Education in two locations - one at Henderson State University - at three locations - one at Henderson State University in Arkadelphia, one at Westark Community College in Fort Smith, and, I believe, they had a third site at the University of Arkansas at Fayetteville due to an increased interest in the program. It dealt specifically with the hiring of minority faculty on campuses around the nation and things that colleges and universities could do to make their efforts more likely being successful as many have stated an intent, as we are through our policy, of increasing the number but they have not been met with much success in their efforts. One thing that seem to come out of that conference was that colleges and universities are not in the business of hiring - they are in the business supposedly of educating and so they are not in the best position to come up with the list of applicants for a position, an applicant pool, and not in the best position to search out the people who are good candidates for a particular position. One thing I would strongly encourage us to consider is looking at not only having national searches but utilizing search firms. Last week we had the opportunity to hear from a lady by the name of Nelbia Brady who is with Carrington and Carrington, Ltd. out of Chicago and I was impressed that this lady and her organization has at least the ability to enter into a market and find qualified, suitable candidates for various positions. I'm not sure whether they would be useful to the institutions for all purposes but them or someone like them, I think, would be a tremendous benefit as we look at making this policy real and making it effective. So, one of the things I will ask the Board to look at is perhaps amending the language that we have before us to indicate that national search firms will also be considered for use when we go out into the market to try to find candidates to bring here to the university to hire into positions".

President Thompson stated that he does not think it is necessary to make a change in the language here for that to be accomplished. Dr. Thompson stated further that Mr. Ronnie Williams, Assistant to the President, also attended the meeting mentioned by Mr. Malone, and

that the possibility of using search firms is being considered for inclusion in a five-year plan which is being developed.

Mr. Malone stated "My own thought is - and the reason I say we ought to amend the language and include it in there - if we don't include it from one administration or from one board to the next, we lose things and those things that are not in writing tend not to be emphasized and not to be done. And, so I think if we are committed to having a real process we ought to be committed to having one that has a higher probability of being successful."

President Thompson stated that he has no objection to amending the policy.

Mr. Williams stated that if the Board decides not to amend the policy, Mr. Malone's suggestion can be included as a strategy in the five-year plan.

Mr. White stated that he sees no problem with amending the policy.

Mr. Malone suggested that the policy state: "All tenure and tenure-track positions and all non-classified staff positions will be filled by national searches and will make use of search committees. Additionally, the university will make use of search firms to assist in these efforts where appropriate".

Dr. Chakales moved that the following resolution be adopted with the amendment as stated by Mr. Malone. The motion was seconded by Mr. Aydelott and passed unanimously.

**"BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES HEREBY ADOPTS SECTIONS 500-513, AND 520, 520.1 AND 521 OF THE BOARD POLICY BOOK, EXCEPT THAT POLICY NUMBER 503 WILL BE MODIFIED WITH THE ADDITION OF THE FOLLOWING STATEMENT: 'ALL TENURE AND TENURE-TRACK POSITIONS AND ALL NON-CLASSIFIED STAFF POSITIONS WILL BE FILLED BY NATIONAL SEARCHES AND WILL MAKE USE OF SEARCH COMMITTEES. ADDITIONALLY, THE UNIVERSITY WILL MAKE US OF SEARCH FIRMS TO ASSIST IN THESE EFFORTS WHERE APPROPRIATE.' PROVIDED, HOWEVER, THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE."**



**Personnel - 500.00**

|       |   |
|-------|---|
| 500   | Affirmative Action Plan/Program                                 |
| 501   | Affirmative Action/Equal Opportunity Statement                  |
| 502   | Affirmative Action/Equal Opportunity Statement for Publications |
| 503   | Hiring Policy for Employment of Faculty and Staff               |
| 504   | Catastrophic Leave Bank Program                                 |
| 505   | Drug-Free Workplace   |
| 506   | Drug-Free Schools and Campuses                                  |
| 507   | Firearms Possession by Faculty or Staff                         |
| 508   | Payroll Deductions for UCA Foundation                           |
| 509   | Personnel Records   |
| 510   | Professional Legal Liability Insurance                          |
| 511   | Sexual Harassment   |
| 512   | Early Retirement for Teacher Retirement System Participants     |
| 513   | Physical Therapy for Employees                                  |
| 520   | Staff Handbook  |
| 520.1 | Amendment to Staff Constitution                                 |
| 521   | Staff Grievance Procedure                                       |

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 500

Subject: Affirmative Action Plan/Program

Page 1 of 1

Date Adopted 9/75 Revised 9/77, 3/78, 9/90

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In 1975 the affirmative action plan presented to the Board was approved as an interim plan. In 1977 the Board adopted the State Desegregation Plan as applied to UCA. In 1978 the Board approved the Revised State Desegregation Plan.

In 1990 the Board accepted the five-year Affirmative Action Program for the Recruitment of Blacks and Other Members of Minorities for Faculty and Staff Positions and For Enrollment As Students. Pursuant to Act 99 of 1989, this program is updated yearly annual progress reports measure compliance with the program. A new program will be prepared every five years.

Copies of the aforementioned plans and programs are maintained in the Affirmative Action Office.



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 501

Page 1 of 1

Subject: Affirmative Action/Equal Opportunity Statement

Date Adopted 6/74 Revised 2/82

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UCA has an established and firm commitment to equal opportunity in the operation of all facets of the institution. Through the years, and at the present, this commitment has not diminished. It has been articulated as a part of institutional policy. The University continues to recognize the advantages created by a learning climate that fosters and promotes diverse representation among faculty, staff, and students. From such an environment flows the opportunity for an intellectual freedom of ideas and social interactions that result from divergent experiences. A primary effort in promoting this more desired and acceptable university environment is the recruitment and appointment of faculty and staff members who represent a broad spectrum of the pluralism that exists in the American community. Toward this goal, this university must remain dedicated.

~~Since 1974, the University has made great strides in realizing a more diverse faculty. Within a seven year period. The University has made gains in appointing black Americans to administrative, faculty, and staff positions. These appointments represent progressive movement but do not signal the accomplishment of the desired end results.~~

As a means toward achieving the desired learning environment concomitant with a quality university, the Board of Trustees for the University of Central Arkansas reaffirms its commitment to the policy of affirmative action and equal opportunity in all the institution's endeavors, with special attention given to the continuation of the appointment of a more diverse faculty group and staff. The Board recognizes that rhetorical commitment will, by itself, accomplish little. Thus, as a manifestation of this reaffirmation, University deans and vice presidents will report periodically annually to the University President, who will then report to the Board, through the University President, on the

efforts undertaken ~~on~~ and the progress accomplished in achieving the implementation of this policy resolution. Further, the accomplishment of diversity through the process of providing equal opportunity through affirmative action is included as one variable to be used by the President in assessing performance of deans and other unit heads.



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 502

Page 1 of 1

Subject: Affirmative Action/Equal Opportunity Statement for  
Inclusion in University Publications

Date Adopted 8/91 Revised \_\_\_\_\_

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The University of Central Arkansas is an affirmative action/equal opportunity institution. In keeping with its non-discrimination policy in employment, admissions and other functions and programs, the university considers employees and students on the basis of individual merit without regard to sex, race or color, religion, national origin, age, ~~condition of handicap~~ disability, or other factors irrelevant to participation in its programs.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 503

Page 1 of 2

Subject: Hiring Policy for Employment of Faculty and Staff

Date Adopted \_\_\_\_\_ Revised \_\_\_\_\_

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Prior to advertising any vacant position at the University, the applicable personnel should first define the position to be filled, including specific requirements and credentials.

All tenure and tenure-track academic positions and all non-classified staff positions will be filled by national searches and will make use of a search committee. Search procedures should include notices in national journals and publications. The Affirmative Action Office may be consulted for assistance in developing search strategies. A list of historically black colleges and universities is maintained in the Affirmative Action Office. Qualified walk-in and unsolicited applicants should be considered when filling vacancies; however, files on walk-in and unsolicited applicants need not be retained if an opening does not exist and is not anticipated.

All positions that are filled by national searches should remain open for at least two weeks after the last advertisement has appeared. All other positions should remain open for at least one week after the last advertisement has appeared. If at this time the search process has not located five qualified applicants, the Affirmative Action Office should be contacted to determine if Affirmative Action guidelines have been followed or if the position should be re-advertised.

If one position has been advertised and an identical opening occurs before the closing date for the first job, it is possible to use the original candidate pool for both positions, providing that there are at least ten qualified applicants. If this number of applications is not available, the Affirmative Action Office should be contacted.



Every effort should be made to include women and minorities on search committees. It is to be noted, however, that women and minorities should not be expected to bear the full responsibility for equal opportunity hiring. All members of the committees should be made aware of UCA's commitment to affirmative action.

It is also desirable that diversity be achieved in the applicant pools. Therefore, all reasonable efforts should be made to recruit such candidates.

All records of the hiring procedure, including, among others, applications, resumes, interview notes, and memoranda, should be kept three years. All personnel records relevant to a charge of discrimination or a civil action shall be preserved until the final disposition of the case.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 504

Subject: Catastrophic Leave Bank Program

Page 1 of 1

Date Adopted 12/91 Revised 8/93

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It shall be the policy of the University of Central Arkansas to permit eligible, regular, full-time, classified or non-classified, non-faculty employees to voluntarily donate accrued annual and/or sick leave to the catastrophic leave bank program. It shall also be the policy of the University of Central Arkansas to permit eligible, regular, full-time, classified or non-classified, non-faculty employees to voluntarily receive leave from the catastrophic leave bank program. The catastrophic leave bank program does not create any expectations or promises of continued employment with the University of Central Arkansas and is merely a means of assisting eligible university employees through medical emergencies, injuries and illness should they exhaust all earned sick, annual, holiday and compensatory leave time. The Catastrophic Leave Committee shall be composed of seven members who represent a relative demographic cross-section of the university's work force and shall be appointed by the President of the university. Participation shall be voluntary and the administration of the Catastrophic Leave Bank Program shall be in accordance with Acts 169 of 1991 and 441 of 1993.



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 505

Subject: Drug-Free Workplace

Page 1 of 2

Date Adopted 12/89 Revised \_\_\_\_\_

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The University of Central Arkansas Board of Trustees condemns the unlawful sale, manufacture, distribution, possession, transfer, or use of a controlled substance by any employee of the University. It is the policy of the University of Central Arkansas to abide by the Drug-Free Workplace Act of 1988 and the Governor's Executive Order 89-2 of March 30, 1989. Therefore, the unlawful sale, manufacture, distribution, possession, transfer, or use of a controlled substance in the University's workplace is prohibited. Accordingly, the following policy statements are provided which shall govern the various forms of controlled substance abuse on the University campus or in the University workplace.

1. The University will not differentiate between drug users and drug pushers or sellers. Any employee who gives or in any way transfers controlled substances to another person or sells or manufactures a controlled substance or uses a controlled substance while on the job or on University premises or in university vehicles will be subject to discipline up to and including termination.
2. The term "controlled substance" means any drug listed in 21 USC §812 and other federal regulations. Generally, these are drugs which have a high potential for abuse. Such drugs include, but are not limited to heroin, marijuana, cocaine, PCP, "crack," and "ice." They also include "legal drugs" which are not prescribed by a licensed physician.
3. Each employee is required by law to inform the University within five (5) days after he or she is convicted of violation of any federal or state criminal drug statute where such violation occurred on the University's premises. A conviction means a finding of guilt (including a plea of nolo contendere) or the imposition

of a sentence by a judge or jury in any federal court, state court, or other court of competent jurisdiction.

4. The University will notify the Federal Funding Agency of the conviction of any employee for drug use or abuse who is employed in a position utilizing federal funds or a federal grant within ten (10) days of receiving notice of the conviction from the employer or otherwise receiving actual notice of such conviction.
5. If an employee is convicted of violating any criminal drug statute while in the workplace, he or she will be subject to discipline up to and including termination. Alternatively, and at the sole discretion of the University, the employee may be required to successfully complete a drug rehabilitation program sponsored by an approved private or government institution.
6. Abiding by the Drug-Free Workplace Policy is considered to be a condition of employment for all University employees. The President will insure that all employees acknowledge, in writing, receipt of a copy of this policy.
7. This policy is intended to comply with the rules published by the Federal Office of Management and Budget on January 31, 1989, in the Federal Register, implementing the Drug-Free Work Place Act of 1988 and the Governor's Executive Order 89-2 dated March 30, 1989.



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 506

Subject: Drug-Free Schools and Campuses

Page 1 of 7

Date Adopted 9/90 Revised \_\_\_\_\_

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This policy is mandated by and complies with the provisions of the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226).

**I. ANNUAL DISTRIBUTION OF POLICY, IN WRITING, TO EACH STUDENT AND EMPLOYEE:**

"The Vice President for Student Affairs will be responsible for providing a copy of the "Drug-Free Schools and Campuses Policy" on an annual basis to all students. The Director of Personnel will provide a copy of this policy to all faculty and staff.

**II. STANDARDS OF CONDUCT THAT CLEARLY PROHIBIT, AT A MINIMUM, THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL BY STUDENTS AND EMPLOYEES ON ITS PROPERTY OR AS PART OF ANY OF ITS ACTIVITIES:**

The University is committed to the maintenance of a drug- and alcohol-free workplace and the encouragement of a standard of conduct for employees and students that discourages the unlawful possession, use, or distribution of controlled substances and alcohol on its property or as part of any of its activities.

Therefore, the unauthorized or unlawful possession, use, manufacture, or distribution of controlled substances or alcohol by students and employees on property of the University or as a part of any of the University's activities is expressly prohibited. Off-campus activities sponsored by recognized student organizations must abide by all local and state laws.

**III. A DESCRIPTION OF APPLICABLE LEGAL SANCTIONS UNDER LOCAL, STATE, OR FEDERAL LAWS.**

The following legal sanctions, at a minimum, may occur for violation of law:

**Manufacture or Delivery of Controlled Substance:** It is unlawful for any person to manufacture, deliver, or possess with intent to manufacture or deliver, a controlled substance. Penalties for the manufacture or delivery of a controlled substance can range from three (3) years to life in prison, and fines up to \$250,000, depending on the quantity and type of drug. In addition, real and personal property used in the manufacture, delivery, or importing of controlled substances may be forfeited to the government.

**Manufacture or Delivery of a Counterfeit Substance:** It is unlawful for any person to create, deliver, or possess with intent to deliver, a counterfeit substance purporting to be a controlled substance. Penalties for the creating and/or delivery of a counterfeit substance can range from 1 to 20 years in prison, and fines up to \$15,000 depending on the type of drug being counterfeited.

**Possession of a Controlled or Counterfeit Substance:** It is unlawful for any person to possess a controlled substance or counterfeit substance. Penalties for possession of a controlled or counterfeit substance can range from 1 to 10 years in prison, and fines up to \$10,000, depending on the type of drug (or counterfeit) possessed.

**Underage DUI Law.** The State of Arkansas has recently passed an "Underage DUI Law" (Act 863 of 1993) in which it is an offense for a person under the age of 21 with a blood alcohol content of .02 or greater (approximately 1 to 2 beers or hard drinks of liquor) to operate a motorized vehicle. Penalties for a first offense can result in (1) suspension of driver's license for not less than 90 days or more than 120 days; (2) a fine of not less than \$100 nor more than \$500; (3) assignment to public service work; and/or (4) attendance at an alcohol and driving education program.



**Driving While Intoxicated:** A person who drives a motorized vehicle while influenced or affected by the ingestion of alcohol, a controlled substance, or any intoxicant commits the offense of driving while intoxicated. Penalties for such offense may include:

- (1) Suspension of license for 90 to 120 days for first offense (and additional days for subsequent offenses);
- (2) Placement on probation for first offenders who plead guilty or nolo contendere prior to an adjudication of guilt;
- (3) Imprisonment for no less than 24 hours and no more than one year for the first offense (with additional imprisonment for subsequent offenses);
- (4) Fines of no less than \$150 and no more than \$1,000 for the first offense (with stiffer fines for subsequent offenses);
- (5) Payment of an additional \$250 in court costs;
- (6) Or as an alternative to payment, public service work as deemed appropriate by the court; and
- (7) A requirement to complete an alcohol education program as prescribed and approved by the Arkansas Highway Safety Program, or an alcoholism treatment program as approved by the Office on Alcohol and Drug Abuse Prevention.

(.05 evidence) = A blood alcohol level of 0.5 may be considered with other competent evidence in determining guilt or innocence.

(.10 persuasive) = A blood alcohol level of .10 or more shall give rise to a presumption of intoxication.

**Public Intoxication:** A person commits the offense of "Public Intoxication" if (1) he appears in a public place manifestly under the influence of alcohol or a controlled substance to the degree that he is likely to endanger himself or other persons or property, or that he

unreasonably annoys persons in his vicinity or (2) he consumes an alcoholic beverage in a public place. Public Intoxication is a Class C misdemeanor, and can result in (1) a fine of up to \$100, and/or (2) imprisonment in the county jail (or other authorized institution) for up to 30 days.

**Contributing to Delinquency of a Minor:** A person commits the offense of "Contributing to the Delinquency of a Minor" if, being an adult, he knowingly purchases or provides alcoholic beverage for a minor. Such an offense is a Class A misdemeanor, and can result in (1) a fine of up to \$1,000 and/or (2) imprisonment in the county jail (or other authorized institution) for up to one full year.

**Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance**

21 U.S.C. 844(c) - 1st conviction: Up to one year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.

After one prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both.

After two or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but more than \$250,000, or both.

Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both if:

- (a) 1st conviction and the amount of crack possessed exceeds 5 grams.
- (b) 2nd crack conviction and the amount of crack possessed exceeds 3 grams.
- (c) 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.



21 U.S.C. 853(a)(2) and 881(a)(7) - Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provisions re: crack).

21 U.S.C. 881(a)(4) - Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

21 U.S.C. 844a - Civil fine of up to \$10,000 (pending adoption of final regulations).

21 U.S.C. 853a - Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

19 U.S.C. 922(g) - Ineligible to receive or purchase a firearm.

Miscellaneous - Revocation of certain Federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.

#### IV. DESCRIPTION OF HEALTH RISKS ASSOCIATED WITH THE USE OF ILLICIT DRUGS AND ABUSE OF ALCOHOL.

**Alcohol.** Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgement and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and adult abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

**Cocaine.** Cocaine use can lead to nasal stuffiness and tender, bleeding nasal membranes, seizures, heart and respiratory failure, paranoia, and dependence (addiction).

**Marijuana.** Marijuana use can lead to major lung diseases, (e.g. emphysema, bronchitis); impairment of the immune system that fights off infection and disease; and reduction of the male hormone, testosterone.

V. DESCRIPTION OF AVAILABLE DRUG OR ALCOHOL COUNSELING, TREATMENT, OR REHABILITATION OR RE-ENTRY PROGRAMS:

There are a number of groups, offices, agencies, and hospitals in central Arkansas that offer drug treatment and rehabilitation services/programs. Information about ~~some of these is given below.~~ Additional resources regarding these programs can be located in the yellow pages of the telephone directory under the headings "Alcoholism Information and Treatment Centers" and "Drug Abuse and Addiction Information and Treatment."

~~Alcoholic Anonymous  
420 Willow Street  
Conway, AR 72032  
329-2151~~

~~There is a self-help group for persons with drinking problems. No fee.~~



Counseling Associates  
 Beth Turner, Clinical Director  
 1622 North Donaghey  
 P. O. Box 1528  
 Conway, AR 72032  
 327-7706

~~Services include: counseling, psychiatric services, children's services, consultation and education, senior adult program, services to older adults, alcohol and drug services, alcohol safety school, and community support, rehabilitation program, and a 24 hour emergency line.~~

~~The Bridgeway  
 50 Westwind Drive  
 North Little Rock, AR 72118  
 771-1500~~

~~Has a separate 12-bed unit to serve adolescents and adults who are experiencing alcohol and drug abuse problems.~~

~~Arkansas Rehabilitation Institute Recover Care Unit  
 9601 Interstate 630, exit 7  
 Little Rock, AR 72205  
 223-7507~~

~~Services offered: treatment program at Recovery is built around the Alcoholics Anonymous philosophy. It consists of three phases — detoxification/orientation, rehabilitation and aftercare. All patients are required to participate in each of the assigned program activities. Individual sessions, group programs and family therapy are all part of the patient's recovery process.~~

The UCA Counseling Center (313 Bernard Hall, 450-3138) can provide referrals for those with alcohol and other drug problems. The UCA Health Resources Center, (002 Bernard Hall, 450-3133) provides information and Alcohol/Drug Awareness programming.

**VI. CLEAR STATEMENT OF THE DISCIPLINARY SANCTIONS THAT WILL BE IMPOSED ON STUDENTS AND EMPLOYEES:**

Students violating the University policy on alcohol or drugs are subject to sanctions up to and including expulsion from the University and referral for prosecution. Any student allowed to remain in the University will, at a minimum, be required to successfully complete a University sponsored alcohol and drug education course. Any employee violating any criminal drug statute while in the work place will be subject to discipline up to and including termination.

**VIII. BIENNIAL REVIEW OF PROGRAM TO DETERMINE ITS EFFECTIVENESS, IMPLEMENT CHANGES, AND ENSURE THAT DISCIPLINARY SANCTIONS ARE CONSISTENTLY ENFORCED.**

The Drug-Free Schools and Campuses policy will undergo a biennial review by the University Alcohol and Drug Abuse Prevention Committee. This committee makes recommendations to the Vice President for Student Affairs.



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 507

Subject: Firearms Possession By Faculty or Staff Page 1 of 1

Date Adopted 3/93 Revised \_\_\_\_\_

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The employment of a staff member or non-tenured faculty possessing, storing or using a firearm on university controlled property or at university sponsored or supervised functions, unless authorized by the university, will be terminated upon discovery of such activity unless a waiver of the termination is granted by the President upon the recommendation of the vice president for the division in which the non-tenured faculty or staff member is employed. Any tenured faculty member possessing, storing or using a firearm on university controlled property or at university sponsored functions, unless authorized by the university, will be notified in writing that a second offense will be considered repeated failure to comply with official directives and established university policies within the meaning of the Faculty Handbook and will result in termination of the tenured faculty member, unless a waiver is granted by the President upon recommendation of the Vice President for Academic Affairs.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 508

Subject: Payroll Deductions for UCA Foundation

Page 1 of 1

Date Adopted 2/87 Revised \_\_\_\_\_

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The Board of Trustees directed the administration to permit deductions from the payrolls of University employees for contributions to the University of Central Arkansas Foundation, Inc., when authorized by University employees and so long as such deductions are authorized by the Arkansas General Assembly.



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 509

Subject: Personnel Records

Page 1 of 1

Date Adopted 10/85 Revised \_\_\_\_\_

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Personnel records at the University of Central Arkansas will be handled in accordance with the existing state laws concerning public access and personal privacy. Any request to review a personnel record must be made in writing and delivered to the ~~President of the University~~ Personnel Director. Such records will be made available, within the context of the law, within as soon as reasonably possible but no later than three working days of receipt of the request. Personnel records can be reviewed only during normal working hours when University offices are open. The individual whose record is to be reviewed will be notified prior to the release of that record. Any material which is protected by federal or state law or regulation will be removed from the record before being produced and held confidential.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 510

Subject: Professional Legal Liability Insurance Page 1 of 1

Date Adopted 4/83 Revised \_\_\_\_\_

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The administration is authorized to procure professional legal liability insurance to cover all faculty and staff members of the University against the costs of legal actions brought against such employees while properly acting within the scope of such employment.

Also, employees should be given assurance that should such legal action be brought against an employee while properly acting within the scope of employment, the University shall offer its full support and guidance for the defense of such action.



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 511

Subject: Sexual Harassment Policy

Page 1 of 2

Date Adopted 8/89 Revised \_\_\_\_\_

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Sexual harassment by any faculty member, staff member, or student is a violation of both law and University policy and will not be tolerated at the University of Central Arkansas. Sexual harassment of employees is prohibited under Section 703 of Title VII of the Civil Rights Act of 1964 and sexual harassment of students may constitute discrimination under Title IX of the Education Amendments of 1972.

Sexual harassment is defined as unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature when:

- a. submission to such conduct is either explicitly or implicitly made a condition of an individual's employment with the University or a factor in the educational program of a student; and/or
- b. submission to or a rejection of such conduct by an individual is used as the basis for an employment or academic decision affecting such individual; and/or
- c. such conduct has the purpose or effect of substantially unreasonably interfering with an individual's right to achieve an educational objective or to work in an environment free of intimidation, hostility, or threats stemming from acts or language of a sexual nature.

Sexual harassment shall subject the offender to dismissal or other sanctions after compliance with procedural due process requirements.

Although sexual harassment most frequently occurs when there is an authority differential between the persons involved (e.g., faculty member and student, supervisor and staff member), it may

also occur between persons of the same status (e.g., faculty-faculty, student-student, staff-staff). Both men and women may be victims of sexual harassment.

Sexual harassment may create a hostile, abusive, demeaning, offensive, or intimidating environment. It is manifested by verbal and/or physical actions, including gestures and other symbolic conduct. Sexual harassment is not always obvious and overt; it can also be subtle and covert. A person who consents to sexual advances may nevertheless be a victim of sexual harassment if those sexual advances were unwelcome. Previously welcomed advances may become unwelcome. Sexual harassment also includes non-sexual slurs about one's gender, contrived work or study assignment, and assigning more onerous or unpleasant tasks predominately to employees or students of one gender.

This general statement of policy may be implemented by a Faculty Handbook, Staff Handbook, and Student Handbook section that will detail the processes by which the foregoing policy will be accomplished.



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 512

Page 1 of 1

Subject: Revision to Early Retirement Provisions for Teacher  
Retirement System Participants

Date Adopted 3/94 Revised \_\_\_\_\_

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The early retirement provisions in the Faculty and Staff  
Handbooks are amended by the addition of the following:

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 will be allowed 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.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 513

Subject: Physical Therapy for Employees

Page 1 of 1

Date Adopted 10/87 Revised \_\_\_\_\_

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The faculty of the Department of Physical Therapy desire to provide service to the University through the provision of physical therapy to the extent that the physical therapy provided enhances teaching or faculty development in specific instructional areas.

The decision to provide physical therapy to any faculty member, staff personnel or student is determined by the Physical Therapy Department Chairman or the Chairman's designee.

Treatments are provided only upon physician referral.

Faculty, staff and students seen through the "blanket referral" (see attached) from the school physician (rather than through referral from a separate, personal physician) are processed as follows:

- a) Screening is performed by the PT faculty or an intern supervised by PT faculty.
- b) Further PT evaluation and assessment is performed by PT faculty or supervised interns if indicated by initially screening.
- c) All head, neck and spinal dysfunctions discovered through screening are referred to the school physician prior to initiation of treatment.
- d) Injuries resulting in deformity (except as noted below in e.), immediate bruising, excessive swelling or pain are referred to the school physician prior to initiation of treatment.



- e) Dislocations involving finger joints may be reduced. If pain or swelling continues, the client is referred to the school physician.

Written reports of evaluations are sent to the referring physician within two (2) working days. Treatment records are sent to the referring physician each Friday or within two (2) working days of discharge.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 520

Subject: Staff Handbook

Page 1 of 1

Date Adopted 12/91 Revised \_\_\_\_\_

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The December 6, 1991 Staff Handbook was approved by the Board of Trustees. The Handbook contains the Board's policies concerning personnel matters for non-faculty employees. Board policies amending the 1991 Handbook are contained in this section.



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 520.1

Subject: Amendment to Staff Constitution

Page 1 of 1

Date Adopted 3/94

Revised \_\_\_\_\_

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The Staff Handbook is amended by the following revision to the Staff Senate Constitution:

The staff shall include all employees of the University who do not hold faculty rank.

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 521

Page 1 of 6

Subject: Staff Grievance Procedure

Date Adopted 12/91 Revised 5/94

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I. PURPOSE

A grievance procedure is established to provide employees with a prompt review, impartial consideration and an equitable disposition of their grievances. Any employee who presents a grievance or complaint in good faith and in a reasonable manner shall be free from restraint, interference, discrimination or reprisal.

This procedure is intended to encourage employees to discuss problems with their supervisors, thereby providing a basis to talk over matters of mutual interest, to explain, to reach agreement, to make adjustments if necessary, and to foster better understanding between employees and supervisors.

II. POLICY

It is the policy of this institution that all employees be given the opportunity, through established steps and procedures, to resolve in a timely manner complaints or grievances which they believe adversely affect their employment or working conditions. If the matter of such grievance is the subject of pending litigation or administrative review external to the university, the internal grievance procedures shall cease.

It also is university policy that reasonable efforts be made to settle complaints or grievances as quickly as possible. Direct contact on a one-to-one basis between supervisor and employee is encouraged and the grievance procedure is not intended, nor will it be allowed to become a barrier to the supervisor/employee relationship.

Employees should submit only grievances made in good faith, expressed in reasonable terms, containing causes for the grievance,



corrective action desired and sufficient information upon which decisions can be based.

Access to this procedure does not create any expectation of continued employment, but provides an avenue of review and resolution of internal situations.

### III. DEFINITIONS

A. EMPLOYEE - an individual who is a full-time employee who occupies a regular salaried position and who works a minimum of 1000 hours per year. This policy shall not apply to employees who are on initial new hire probationary status.

B. GRIEVANCE - a complaint by an employee regarding an adverse impact on his or her employment; including, but not limited to, annual leave, sick leave, compensatory time, dismissal, suspension, promotion, demotion, disciplinary actions, discrimination or any other work-related problem except compensation and conditions which are beyond the control of agency management or are mandated by law. A grievance must contain a statement in ordinary and concise language of facts showing that the council has jurisdiction of the claim and that the grievant is entitled to relief.

C. RESPONDENT(S) - person or persons against whom the grievance petition is filed.

D. GRIEVANCE OFFICER - Director of Affirmative Action.

E. STAFF GRIEVANCE COUNCIL POOL OF CANDIDATES - a pool of 25 candidates selected by the Staff Senate, 10 of which must hold administrative or managerial positions, with responsibilities that include hiring and evaluating personnel, by January 31 and by July 31 of each year;

F. STAFF GRIEVANCE COUNCIL - An ad hoc council appointed to review the grievance petition, determine whether to hear the grievance, and issue a recommendation thereon to the university president.

### IV. PROCEDURE

The entire grievance procedure shall be completed within sixty (60) working days after the employee files a written grievance, unless an extension is agreed to by all parties involved.

It is recognized that supervisors and employees have frequent discussions of work-related problems or disagreements. These candid conversations are generally healthy and helpful to both participants and this grievance procedure is not intended to inhibit these exchanges. Before filing a written grievance, an employee is encouraged to discuss with his or her immediate supervisor the employee's problem in order to reach a satisfactory solution to the problem.

Under special circumstances, the grievance officer has the authority to modify, waive or otherwise change the grievance procedure in order to fulfill the intent of the procedure, provided such modification, waiver or change is agreed to by the respondent(s) and the grievant. The grievance officer shall prepare a statement stating the justification for, and the details of, any variation from the stated procedure and obtain signatures of the respondent(s) and the grievant.

The grievance process shall be confidential. The records of the grievance shall be maintained in a separate case file and shall not become a part of the employee's personnel file.

#### STEP 1

To initiate this grievance procedure the grievant must secure a "Staff Grievance Petition" from the director of personnel and submit the completed grievance petition in writing to the immediate supervisor within seven (7) working days of the occurrence of the grievable matter. The grievant shall also send a copy of the grievance to the grievance officer and to the respondent(s), if different from the immediate supervisor.

The immediate supervisor will arrange for a meeting between the grievant and the immediate supervisor to be held within three (3) working days from the time the supervisor received the given petition. The supervisor shall submit a written response to the grievant, with a copy to the grievance officer, within two (2) working days after the conclusion of the meeting. If the immediate supervisor is unavailable, the next supervisor in the chain of command shall be substituted, unless all parties agree to a brief



extension and approval of the extension is obtained from the appropriate vice president(s).

#### STEP 2

If the grievant is not satisfied with the results of Step 1, the grievant will have two (2) working days (after written statement received) in which to submit a copy of the original grievance petition, the supervisor response and a written statement to the next higher level of management stating the reasons for the dissatisfaction (with a copy to the grievance officer). The next higher level of management shall meet with the employee within three (3) working days after receiving the grievant's written statement. The manager will submit a response in writing to the grievant, with a copy to the grievance officer, within two (2) working days after the conclusion of the meeting. If the manager in question is unavailable, the next supervisor in the chain of command shall be substituted unless all parties agree to a brief extension of time and the extension is approved by the appropriate vice president(s).

#### STEP 3

If the individual hearing the grievance at Step 2 is not the vice president of the division in which the grievant is employed, the grievant, if not satisfied with the response rendered at Step 2, will have two (2) working days from date written response is received to submit a written request for a meeting with the vice president. The vice president shall arrange for such a meeting within three (3) working days from the receipt of the request. If the vice president is unavailable, the parties may agree to a brief extension of time, or the vice president may designate someone to act on his or her behalf. The vice president may require the grievant to set forth the nature of the dissatisfaction with the response in the previous steps, in writing, prior to the meeting. The vice president shall submit a response in writing to the grievant, the grievance officer and to each subordinate manager involved within two (2) working days following the conclusion of the meeting.

#### STEP 4

If not satisfied with the results of Step 3 the grievant shall have two (2) working days to submit a written request to the grievance officer for a hearing before the Ad Hoc Grievance Council. The

grievance officer will submit the matter to the Ad Hoc Grievance Council and the respondent(s) within five (5) working days after receiving the grievant's written request for a hearing by the council. The respondent(s) will submit a written response to the grievant's vice president within two (2) working days after receiving notification that the matter has been submitted to the council.

1. The ad hoc council shall consist of the following members, all of whom shall be full-time employees of the university:
  - A. five staff personnel chosen at random by the grievance officer, president and president-elect of the Staff Senate from the Staff Grievance Council pool of candidates selected by the staff senate; at least two of the members must hold administrative or managerial positions with responsibilities that include hiring and evaluating personnel;
  - B. one department chair, appointed by the president, who shall be non-voting;
  - C. the grievance officer and the director of personnel, who shall be non-voting and serve only in an advisory capacity.

No member of the ad hoc council shall be an employee of the grievant's or respondent's work unit or office, nor shall any member be a supervisor or manager to whom the grievant or respondent reports in the conduct of his usual work affairs. No employee may serve as a council member in connection with any grievance in which such employee may have a personal involvement, a conflict of interest, or the appearance of a conflict of interest.

The council acts as a body and not as individual members. The council shall not discuss the case outside the grievance hearings and their own deliberations. Individual council members shall not collect evidence or receive any other documents or information relevant to the case. All such items must be presented to the council acting as a body or to the grievance officer.

2. The grievance officer shall ensure that all appointments to the council are completed within five (5) working days from the receipt of the grievant's written request.



3. The council will receive a charge of its responsibilities from the President. Five of the six members present shall constitute a quorum for transaction of business. Decision must be reached by a majority vote with the number of yes, no, and abstention votes being recorded without designating the person who cast each vote.
4. The council shall review the grievant's original written petition and all documents generated by the grievant and the managers at Steps 1, 2, and 3. The respondent(s), if different from the managers, shall submit a response to the grievance. The vice president will be responsible for submitting these materials to the grievance officer for transmission to the council.
5. Should the council find that the petition does not state good cause for a grievance, or is otherwise outside the council's jurisdiction, the grievance shall be dismissed.
6. If the grievance is not dismissed, the council shall hear from the grievant, the grievant's supervisor, the managers who heard the case at Steps 2 and 3, the respondent (if different), and any other persons having relevant information regarding the subject matter of the grievance. The council shall solicit any other evidence it deems appropriate. Any and all oral testimony, witnesses and documentary evidence that the council determines to be necessary and relevant to make a proper determination shall be accepted. All responsibilities for questioning witnesses, securing evidence and determining the order of proof shall be vested in the council. The hearing shall be recorded, and the tape shall become a part of the case file. Council deliberations shall not be recorded, but the council shall state its findings in the written recommendation to the president.
7. Strict judicial rules of evidence shall not be applied. The council may receive all evidence that it determines to be relevant and material to the issues before the council.
8. The right of the grievant and the respondent(s) to be present at all testimony and review all evidence

presented is guaranteed. The grievant and the respondent(s) shall not have the right to cross-examine witnesses.

9. The grievant and the respondent(s) may be accompanied by an advisor or attorney, but this person shall only be allowed to function in an advisory capacity. The grievant and the respondent(s) personally shall make all requests, presentations and responses to questions. The university counsel may also be present but shall act only in an advisory capacity to the council.
10. A final written report of the findings and recommendations of the council shall be presented to the president within forty-five working days from the initial filing of the petition, unless an extension is agreed to by all parties involved. A copy of the council's recommendations shall be sent to the grievant, the respondent(s), the grievant's immediate supervisor (if different), and appropriate vice president(s) (if different).
11. The president shall make the final decision after considering the recommendation of the council. The president shall inform the grievant, the respondent(s), the grievant's immediate supervisor (if different), and appropriate vice president(s) (if different) in writing of a decision within fifteen working days from the date of receipt of the recommendation from the council.

#### V. DOCUMENTATION

All documentation relating to an employee grievance shall be maintained by the grievance officer. No information relating to the grievance shall become a part of any employee's permanent personnel record. However, such records shall be maintained in hard copy for at least five (5) years.



**Expansion of TIAA-CREF Retirement Plan to All Full-time Employees** - The university's TIAA-CREF retirement plan has historically been restricted to faculty, non-classified employees, and classified managers. The administration believes that the plan should be available to all full-time employees and any other employees specifically approved for such fringe benefits by the Board of Trustees. Recent changes in the Internal Revenue Code also indicate that the university's retirement plan should move toward a policy of non-discrimination.

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

**"BE IT RESOLVED: THAT ELIGIBILITY FOR THE TIAA-CREF RETIREMENT PLAN SHALL BE EXPANDED TO INCLUDE ALL FULL-TIME EMPLOYEES AND ANY OTHER EMPLOYEES SPECIFICALLY APPROVED BY THE BOARD OF TRUSTEES."**

**Relocation of University Police Department** - Until June 1991, the University Police Department was centrally located on campus. The department occupied space in Main Hall for approximately 20 years before moving to what is now Schichtl Hall. Upon renovation of that facility, the department was moved to its present location on Farris Road to a building which formerly served as a restaurant.

While the present location of the Police Department has proven satisfactory in many respects, a more central location offers several advantages:

- \* A centralized site will provide greater convenience to campus constituents who visit the department to purchase parking permits, pay fines or conduct other business. Many will find the department within walking distance of their offices or residence halls.
- \* A centralized location will provide greater opportunity for officers to interact with students, staff and faculty. The present location of the department on the outer edge of the campus does not adequately reflect the close working relationship between the department and the rest of the campus community.
- \* A centralized location will improve efficiency and accessibility during public events (football, basketball games, concerts, lectures, dances, etc.) which bring large numbers of persons to campus and during which increased numbers of police officers are on duty.

- \* Police visibility is a strong deterrent to crime victimization. A centralized campus location will provide a continuous presence which will be highly visible as department personnel move to and from the facility.

The UCA Police Department currently consists of 21 full-time officers and support personnel and employs 10 student workers. State, county and city law enforcement officers conduct business at the department frequently.

Staff has carefully considered locations for the department and analyzed space requirements for it to fulfill its mission. The location of a facility of approximately 4,000 square feet in the area north of Christian Cafeteria between State and Hughes Halls appears highly desirable. Even in the highly active local building climate, it should be possible to construct a suitable structure for approximately \$100 per square foot including construction, site preparation, architectural fees and other costs.

In response to a question from Mr. Harding, President Thompson stated that architectural designs have not yet been prepared.

Mr. Malone stated "In terms of the proposal, if we utilize that parking lot what is the student reaction to the use of the parking space for that purpose? I noticed in the last issue of the *Echo* there was a student voicing of concern regarding spending on some items as opposed to things like parking and conveniently located parking. I would presume we would provide parking elsewhere but is there a conveniently located parking that would be suitable for those in State Hall, Hughes Hall, and students who I presume would use that parking?"

President Thompson stated that two parking lots, which are next on the agenda, are being planned - one near Hughes Hall and the other north of Minton Hall.

Dr. Chakales stated that with the recent \$2 million bond issue for parking and related facilities, he assumes that the parking issue will be addressed over the next 3 to 5 years; and, will, therefore, rectify these problems.

President Thompson stated that it is hoped that most of the serious parking problems will be taken care of by next summer.

Dr. Chakales suggested consideration of having some areas where there are no automobiles and providing some form of on-campus transportation (e.g. small buses) to transport students and employees from outlying parking facilities. Dr. Chakales stated "we have the funds allocated, and we have some good ideas, and we have some property that has become available.



We need to utilize our resources along those lines because we want to make going to school pleasurable". Dr. Chakales further suggested that students and employees be given the opportunity to make suggestions.

Mr. Aydelott stated that he empathizes with Dr. Chakales' comments and shares Mr. Malone's concerns about the parking; however, the issue is the relocation of the UCAPD. He further stated that due to the size of the campus he thinks it is essential that the UCAPD facility be relocated and be integrated, once again, into campus life. Mr. Aydelott stated that he is very pleased with the progress that the UCAPD has made in recent years. He feels that the need for the relocation of the UCAPD outweighs parking concerns.

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

**"BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES AUTHORIZES A MAXIMUM EXPENDITURE OF \$400,000 FOR THE CONSTRUCTION OF A UNIVERSITY POLICE DEPARTMENT BUILDING IN THE VICINITY OF HUGHES HALL. FINANCING WILL BE PROVIDED FROM \$125,000 OF THE PRESIDENT'S ALLOCATION FOR EQUIPMENT AND OTHER ITEMS SHOWN IN AGENDA ITEM VI.B. AND A MAXIMUM OF \$275,000 FROM OTHER RESERVE FUNDS."**

**Parking Projects West and Northwest of Hughes Hall and at the Site of the Old Tennis Courts** - At its March 18, 1994 meeting, the Board approved several parking projects to be funded from proceeds of a \$2 million bond issue. One of the projects approved was the construction of a large parking lot south of Christian Cafeteria at a cost of approximately \$170,000. A decision to complete construction of this parking lot before the beginning of the fall 1994 semester required funding of the project from sources other than the bond issue.

Use of bond proceeds was also approved for a parking project north of Bruce Street which included the purchase of property on Western Avenue. Closing on that purchase before bond proceeds were available required the use of \$85,000 in other university funds. These two actions make \$255,000 from bond proceeds available for other parking projects.

An analysis of parking patterns reveal a strong demand for parking on the western side of the campus. A large area west and northwest of Hughes Hall has been identified as a desirable location for a parking lot with approximately 200 parking spaces. It is estimated that

a hard-surfaced, landscaped parking lot with appropriate curb and gutter and lighting could be constructed for approximately \$200,000.

The site of the old tennis courts, west of Laney Hall, provides space for approximately 125 parking spaces. Additional parking space in this area of the campus will be highly utilized because of its proximity to classrooms, residence halls, Snow Fine Arts Center and athletic facilities. The estimated cost for this project is \$150,000.

The reallocation of \$95,000 for these two projects, from funds previously approved for the improvement of existing parking space on the south side of the campus, would provide additional parking which is more centrally located.

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

**"BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES AUTHORIZES THE EXPENDITURE OF APPROXIMATELY \$350,000 FROM THE PROCEEDS OF THE RECENTLY ISSUED \$2,000,000 BOND ISSUE FOR THE PURPOSE OF CONSTRUCTING PARKING LOTS WITH APPROXIMATELY 325 PARKING SPACES IN THE AREA WEST AND NORTHWEST OF HUGHES HALL AND AT THE SITE OF THE OLD TENNIS COURTS."**

**Relocation of Football Practice Field** - The size of the current football practice field presents a serious problem for the football program. The field is not large enough to accommodate all practice activities simultaneously, thus requiring some practice units to be relocated to Estes Stadium. The resulting team fragmentation and the potential for damage to the game-day playing surface requires consideration of relocating the practice field.

The extreme northwest corner of the campus, now covered with large harvestable size pine trees, offers a viable site for the relocation of the field. The area is large enough to permit the construction of a 100 yard by 150 yard field and still maintain wide landscaped spaces along Bruce Street to the north and Farris Road to the west. Design and construction costs, including an underground irrigation system, for a well drained practice field is estimated to be approximately \$70,000 which includes an allowance for the construction of an appropriate drainage system should that be necessary.



Mrs. Goode stated that she hopes that the university will take bids on the sale of the pine trees that are eliminated.

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

**"BE IT RESOLVED: THAT THE UCA BOARD OF TRUSTEES AUTHORIZES THE EXPENDITURE OF \$70,000 FOR THE CONSTRUCTION OF A FOOTBALL PRACTICE FIELD, INCLUDING AN IRRIGATION SYSTEM, ON THE NORTHWEST CORNER OF THE CAMPUS. FINANCING WILL BE PROVIDED FROM \$15,000 OF THE ALLOCATION TO ATHLETICS FOR EQUIPMENT AND OTHER ITEMS SHOWN IN AGENDA ITEM VI.B. AND \$55,000 FROM OTHER RESERVE FUNDS."**

**Change of UCA's Role and Scope/PT** - On August 14, 1992, the University of Central Arkansas Board of Trustees approved a resolution to change the institution's role and scope to initiate a doctoral degree in school psychology. The appropriate faculty and administrators are currently exploring a second doctoral program in physical therapy, which would serve the needs of children, elderly Arkansans, and injured workers.

Development of the proposal is at an early stage. If approved by the appropriate committees and councils, the proposal will be presented to the Board of Trustees at a subsequent meeting. In order to provide adequate notice to various external agencies and constituencies, it is necessary, nonetheless, to request at this time a change in role and scope. Approval would make it possible to institute the program as early as spring term 1996, when otherwise it would be delayed for an additional year.

The following resolution was adopted upon motion by Mr. Aydelott with a second by Dr. Chakales. Mr. Malone abstained stating "when we talked about this initially in January of '92 about the school psychology program, we went specifically to those presentations, I had several concerns about the way they had been developed at that time. I note in our packet that it indicates that these programs are now in the early stages of development so, if my concerns can be looked at and at least addressed in some manner in the development of these programs, I could be persuaded to vote in favor of the school psychology and the other program. But, until those concerns are looked at I prefer to abstain from this and look at those once the programs are fully developed."

**"BE IT RESOLVED: THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES HEREBY MODIFIES THE RESOLUTION ADOPTED AT ITS AUGUST 14, 1992, MEETING WHICH CURRENTLY READS: 'THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES APPROVES A CHANGE IN THE INSTITUTION'S ROLE AND SCOPE TO OFFER A DOCTORAL PROGRAM IN SCHOOL PSYCHOLOGY (PhD) IN THE COLLEGE OF EDUCATION,' TO READ AS FOLLOWS: 'THAT THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES APPROVES A CHANGE IN THE INSTITUTION'S ROLE AND SCOPE TO OFFER DOCTORAL PROGRAMS IN SCHOOL PSYCHOLOGY AND PHYSICAL THERAPY.'"**

### EXECUTIVE SESSION

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

### OPEN SESSION

The following adjustments, adjustments from restricted funds, adjustments (summer, part-time), adjustments (part-time), appointments, appointments from restricted funds, appointments (part-time), leave without pay, resignations, and retirements as recommended by the President were approved provided, however, that the administration is authorized to make corrections and changes of a clerical nature, upon motion by Mrs. Goode with a second by Mr. Aydelott:

#### Adjustments:

#### PRESIDENT'S DIVISION

| NAME                           | TITLE  | ORIGINAL    | REVISED     |
|--------------------------------|--|-------------|-------------|
| <u>Office of the President</u> |  |             |             |
| Ms. Julie M. Cabe              | Executive Assistant to the President/Governmental Affairs            | \$66,180.00 | \$67,153.44 |
| Ms. Mary B. Stallcup           | Director of Governmental Relations/General Counsel                   | \$61,298.00 | \$62,198.64 |
| Mr. Ronald D. Williams         | Dir. University Relations/<br>Asst. to Pres./Dir. Deseg. & Aff. Act. | \$49,656.00 | \$50,386.44 |
| Ms. Pamela D. Jolly            | Director of Internal Audits  | \$32,228.00 | \$32,701.95 |
| Ms. Peggy S. Smith             | Associate for Administration   | \$28,458.00 | \$28,876.50 |
| <u>International Programs</u>  |  |             |             |
| Ms. Carol S. Knipscheer        | Instructor/Coordinator of Intensive English Program                  | \$32,538.00 | \$33,048.50 |
| Ms. Mary B. Lackie             | Project Coordinator/International Student Activities                 | \$26,112.00 | \$26,496.03 |
| Ms. Lynn R. Ramage             | Instructor   | \$19,686.00 | \$20,186.00 |



|                   |            |             |             |
|-------------------|------------|-------------|-------------|
| Ms. Lisa R. Daerr | Instructor | \$18,360.00 | \$18,860.00 |
|-------------------|------------|-------------|-------------|

Athletic Department

|                              |  |             |             |
|------------------------------|--|-------------|-------------|
| Mr. William E. Stephens      | Director of Athletics  | \$63,622.00 | \$64,512.93 |
| Mr. Michael B. Isom          | Head Coach/Football  | \$51,796.00 | \$52,461.24 |
| Mr. Ronald J. Marvel         | Head Coach/Women's Basketball/Tennis                             | \$50,228.00 | \$50,781.42 |
| Mr. Arch M. Jones            | Acting Head Coach/Men's Basketball                               | \$49,980.00 | \$50,588.94 |
| Ms. Sallie V. Dalton         | Instructor/Women's Athletic Administrator/<br>Compliance Officer | \$48,684.00 | \$49,071.85 |
| Mr. Richard J. Martin, Jr.   | Head Coach/Track   | \$42,739.00 | \$43,240.80 |
| Mr. Clarence W. Keopple, III | Assistant Coach/Football/Head Golf Coach                         | \$39,599.00 | \$40,076.01 |
| Mr. Clifton J. Ealy          | Assistant Coach/Football   | \$38,980.00 | \$39,451.74 |
| Mr. Jack C. Fulmer           | Head Coach/Baseball  | \$37,668.00 | \$38,132.22 |
| Mr. Tommy W. Reed            | Assistant Coach/Men's Basketball                                 | \$33,236.00 | \$33,673.23 |
| Mr. Scott D. Schwartz        | Assistant Coach/Football   | \$28,968.00 | \$29,368.59 |
| Mr. Darrell G. Walsh         | Acting Head Volleyball Coach/<br>Asst. Women's Basketball Coach  | \$20,400.00 | \$20,699.97 |

## ACADEMIC AFFAIRS DIVISION

| NAME                            | TITLE  | ORIGINAL    | REVISED     |
|---------------------------------|--|-------------|-------------|
| <u>Office of Vice President</u> |  |             |             |
| Dr. J. William Berry (T)        | Vice President for Academic Affairs                                | \$83,942.00 | \$85,176.45 |
| Ms. Joan E. Pritchard (T)       | Assistant Professor/Asst.to<br>Vice President for Academic Affairs | \$68,369.00 | \$69,472.98 |

Graduate School/Sponsored Programs

|                              |  |             |             |
|------------------------------|--|-------------|-------------|
| Dr. Robert M. McLaughlin (T) | Academic Dean/Professor  | \$77,751.00 | \$78,894.12 |
| Ms. Deborah S. Walz          | Research Associate/Associate Director<br>of Sponsored Programs | \$44,880.00 | \$45,539.97 |

Honors College

|                             |                                      |             |             |
|-----------------------------|--------------------------------------|-------------|-------------|
| Dr. Norbert O. Schedler (T) | Professor/Director of Honors College | \$70,034.00 | \$70,548.49 |
|-----------------------------|--------------------------------------|-------------|-------------|

Registrar's Office

|                     |           |             |             |
|---------------------|-----------|-------------|-------------|
| Mr. Anthony D. Sitz | Registrar | \$50,422.00 | \$51,163.74 |
|---------------------|-----------|-------------|-------------|

Torreyson Library

|                       |  |             |             |
|-----------------------|--|-------------|-------------|
| Dr. Willie Hardin (T) | Academic Dean/Professor                            | \$59,225.00 | \$60,095.67 |
| Mr. Tom W. Dillard    | Archivist  | \$40,565.00 | \$41,161.17 |
| Ms. Carol L. Powers   | Assistant Librarian                                | \$37,157.00 | \$37,703.67 |
| Ms. Kaye M. Talley    | Assistant Librarian/Technical Services Coordinator | \$34,854.00 | \$35,366.19 |

|                              |  |             |                |
|------------------------------|--|-------------|----------------|
| Dr. Michael Webster          | Assistant Librarian/Collection Management Coordinator                | \$33,660.00 | \$34,155.00    |
| Mr. David L. Parker          | Director of Audiovisual Services                                     | \$32,611.00 | \$33,090.21    |
| Ms. Janet Jackson            | Assistant Librarian/Systems Coordinator                              | \$32,500.00 | \$32,987.49    |
| Mr. Art A. Lichtenstein      | Assistant Librarian/Public Services Coordinator                      | \$30,296.00 | \$30,740.70    |
| Ms. Ellen S. Johnson         | Assistant Librarian/Circulation                                      | \$29,797.00 | \$30,234.99    |
| Ms. Sarah J. Bryan           | Assistant Librarian/Head Cataloger                                   | \$28,021.00 | \$28,432.71    |
| Dr. Hsiao-Hung H. Lee        | Assistant Librarian  | \$27,171.00 | \$27,570.69    |
| Ms. N. Fawzia Braine         | Assistant Librarian/Government Documents                             | \$25,500.00 | \$25,875.03    |
| Ms. Charlotte Evans          | Assistant Librarian  | \$25,495.00 | \$25,869.89    |
| <u>Continuing Education</u>  |  |             |                |
| Mr. Billy F. Miller          | Acting Academic Dean   | \$4,310.91  | \$4,395.42 + + |
| Ms. Mary Sue Whitelaw        | Continuing Education Coordinator/<br>Director of Non-credit Programs | \$32,258.00 | \$32,731.95    |
| Mr. John M. Lar              | Continuing Education Coordinator/Director of Channel 6               | \$31,761.00 | \$32,228.19    |
| <u>Undergraduate Studies</u> |  |             |                |
| Dr. Sally A. Roden (T)       | Academic Dean/Professor  | \$70,380.00 | \$71,415.00    |
| <u>Transitional Studies</u>  |  |             |                |
| Ms. C. Denise Johnson        | Instructor/Coordinator of Transitional Studies                       | \$34,102.00 | \$34,602.48    |
| Dr. Lou Ann Norman           | Instructor   | \$24,854.00 | \$25,354.00    |
| Ms. Kathleen A. Smith        | Instructor   | \$24,854.00 | \$25,354.00    |
| Mr. Jerry L. Moore           | Instructor   | \$24,394.00 | \$24,894.00    |
| Ms. Patricia R. Price        | Instructor   | \$23,743.00 | \$24,243.00    |
| Ms. Jo Karen Smith           | Instructor   | \$22,903.00 | \$23,403.00    |
| Ms. Deborah E. Beeman        | Instructor   | \$22,632.00 | \$23,132.00    |
| Ms. Virginia Steele          | Instructor   | \$22,224.00 | \$22,724.00    |
| Ms. Norma Tio                | Instructor   | \$22,224.00 | \$22,724.00    |
| Dr. Ellen P. Stengel         | Instructor   | \$22,192.00 | \$22,692.00    |
| Ms. Cynthia K. Anderson      | Instructor   | \$22,076.00 | \$22,576.00    |
| Mr. Michael A. Seger         | Instructor   | \$21,573.00 | \$22,073.00    |

## ADMINISTRATION DIVISION

| NAME                         | TITLE  | ORIGINAL    | REVISED     |
|------------------------------|--|-------------|-------------|
| Dr. James S. Dombek (T)      | Vice President for Administration/Professor  | \$80,356.00 | \$81,537.93 |
| Dr. Earl E. McGehee, Jr. (T) | Professor/Director of Computer Services      | \$77,445.00 | \$78,467.99 |
| Mr. Jerrel N. Fielder        | Director of Physical Plant                   | \$58,374.00 | \$59,232.69 |
| Ms. Lilly A. Harmon          | Associate Director of Computer Center        | \$52,828.00 | \$53,604.75 |
| Ms. Helen L. Russell         | Assistant Vice President for Human Resources | \$41,216.00 | \$41,821.98 |



## FINANCIAL AFFAIRS DIVISION

| NAME                     | TITLE                                | ORIGINAL    | REVISED     |
|--------------------------|--------------------------------------|-------------|-------------|
| Mr. Robert E. McCormack  | Vice President for Financial Affairs | \$80,789.00 | \$81,976.92 |
| Dr. Roger D. Lewis       | Director of Institutional Research   | \$47,872.00 | \$48,576.21 |
| Ms. Barbara A. Goswick   | Controller                           | \$44,711.00 | \$45,368.73 |
| Ms. Sherry L. Byrd       | Director of Student Aid              | \$42,063.00 | \$42,681.75 |
| Mr. Paul T. Totten       | Business Manager                     | \$41,394.00 | \$42,002.94 |
| Ms. Valerie N. Nicholson | Project Coordinator/Grant Accountant | \$24,888.00 | \$25,253.94 |

## PUBLIC AFFAIRS DIVISION

| NAME                      | TITLE   | ORIGINAL    | REVISED     |
|---------------------------|---|-------------|-------------|
| Mr. John L. Ward          | Vice President for Public Affairs                               | \$77,463.00 | \$78,602.22 |
| Mr. Joe F. Darling        | Director of Admissions  | \$45,941.00 | \$46,616.73 |
| Mr. James W. Schneider    | Director of Information   | \$38,425.00 | \$38,989.71 |
| Ms. Carolyn R. Dombek     | Associate Director of Development                               | \$35,000.00 | \$35,524.98 |
| Ms. Ellen F. Ishee        | Director of Publications & Creative Services                    | \$29,741.00 | \$30,178.23 |
| Mr. Eric S. Clay          | Assistant Dean of Students/<br>Assistant Director of Admissions | \$19,788.00 | \$20,078.97 |
| Ms. Penny Ratliff         | Assistant Dean of Students/<br>Assistant Director of Admissions | \$19,380.00 | \$19,659.94 |
| Mr. Curtis Hippensteel II | Asst Dean of Students /Assistant Director of Admissions         | \$19,000.00 | \$19,284.99 |

## STUDENT AFFAIRS DIVISION

| NAME                        | TITLE   | ORIGINAL    | REVISED     |
|-----------------------------|---|-------------|-------------|
| Dr. John W. Smith           | Vice President for Student Affairs                                  | \$69,501.00 | \$70,523.25 |
| Dr. Maurice E. Ness         | Director of Counseling Center                                       | \$51,445.00 | \$52,201.68 |
| Dr. Gary A. Roberts         | Dean of Students  | \$49,679.00 | \$50,409.36 |
| Mr. Logan C. Hampton        | Associate Dean/Director of Minority Affairs                         | \$40,727.00 | \$41,326.23 |
| Mr. John G. Cagle           | Assistant Dean of Students/Director of Student Activities           | \$35,264.00 | \$35,782.23 |
| Dr. Katherine Rice-Clayborn | Assistant Dean of Students/Assistant Director of Placement          | \$33,795.00 | \$34,283.25 |
| Mr. Henry K. Phelps, IV     | Assistant Dean of Students/Director of Orientation                  | \$33,731.00 | \$34,226.73 |
| Ms. Beth Scott              | Assistant Dean of Students/Counselor                                | \$30,200.00 | \$30,643.98 |
| Ms. Mary M. Mabry           | Assistant Dean of Students/Counselor                                | \$30,110.00 | \$30,552.45 |
| Mr. David C. Dennis         | Acting Coordinator of Intramural Activities/Recreation              | \$30,000.00 | \$30,450.00 |
| Ms. Jeanette A. Taylor      | Assistant Dean of Students/<br>Asst. Director of Student Activities | \$26,711.00 | \$27,103.95 |
| Mr. Darryl K. McGee         | Director of Disability Services                                     | \$24,480.00 | \$24,840.00 |

| COLLEGE OF ARTS AND LETTERS       |   |             |                |
|-----------------------------------|---|-------------|----------------|
| NAME                              | TITLE                                       | ORIGINAL    | REVISED        |
| <u>Office of the Dean</u>         |   |             |                |
| Dr. Gary D. Stark (T)             | Academic Dean/Professor                     | \$76,000.00 | \$77,025.96*   |
| <u>Dept. of Art</u>               |   |             |                |
| Dr. Kenneth E. Burchett (T)       | Department Chairperson/Professor            | \$68,508.00 | \$69,011.10*   |
| Mr. Roger D. Bowman (T)           | Associate Professor                         | \$37,840.00 | \$38,340.00    |
| Dr. Gayle M. Seymour (T)          | Associate Professor                         | \$35,521.00 | \$36,021.00    |
| Ms. Cathy R. Caldwell             | Associate Professor                         | \$33,258.00 | \$33,758.00    |
| Mr. Bryan W. Massey (T)           | Associate Professor                         | \$33,048.00 | \$33,548.00    |
| Dr. Lyn Brands Wallace            | Assistant Professor                         | \$31,926.00 | \$33,426.00    |
| Dr. Andrew L. Cohen               | Associate Professor                         | \$32,823.00 | \$33,323.00    |
| <u>Dept. of English</u>           |   |             |                |
| Dr. Terrance B. Kearns (T)        | Department Chairperson/Professor            | \$66,920.00 | \$67,411.24*   |
| Ms. Rebecca J. Williams (T)       | Associate Professor/Director of Writing Lab | \$43,845.00 | \$44,345.00    |
| Ms. Murette J. Stiritz (T)        | Associate Professor                         | \$40,621.00 | \$41,121.00    |
| Dr. Wayne B. Stengel (T)          | Associate Professor                         | \$34,859.00 | \$35,359.00    |
| Dr. Margaret M. Morgan (T)        | Associate Professor                         | \$34,322.00 | \$34,822.00    |
| Dr. Richard T. Gaughan (T)        | Associate Professor                         | \$33,208.00 | \$33,708.00    |
| Dr. James E. Fowler (T)           | Associate Professor                         | \$33,106.00 | \$33,606.00    |
| Dr. Raymond-Jean Frontain (T)     | Associate Professor                         | \$32,697.00 | \$33,197.00    |
| Dr. Michael W. Schaefer           | Assistant Professor                         | \$31,585.00 | \$33,085.00    |
| Dr. Jonathan A. Glenn (T)         | Associate Professor                         | \$31,982.00 | \$32,482.00    |
| Dr. Robert A. Koch                | Assistant Professor                         | \$29,886.00 | \$31,386.00    |
| Mr. Terry A. Wright (T)           | Associate Professor                         | \$30,125.00 | \$30,625.00#   |
| Dr. Paul W. Spillenger            | Assistant Professor                         | \$28,331.00 | \$29,831.00*** |
| Dr. Jay R. Curlin                 | Assistant Professor                         | \$28,293.00 | \$29,793.00    |
| Ms. Francie F. Jeffery            | Assistant Professor                         | \$26,578.00 | \$28,078.00    |
| Ms. Linda D. Arnold               | Assistant Professor                         | \$26,392.00 | \$27,892.00    |
| Mr. William T. Jenkins            | Instructor                                  | \$24,298.00 | \$24,798.00    |
| Mr. James A. Gifford              | Instructor                                  | \$22,605.00 | \$23,105.00    |
| Ms. Annemarie A. Black            | Instructor                                  | \$22,187.00 | \$22,687.00    |
| <u>Dept. of Foreign Languages</u> |   |             |                |
| Dr. Marian M. Brodman (T)         | Department Chairperson/Associate Professor  | \$60,844.00 | \$61,540.95*   |
| Dr. Joel B. Pouwels (T)           | Associate Professor                         | \$37,149.00 | \$37,649.00    |
| Dr. Dwight E. Langston (T)        | Associate Professor                         | \$35,760.00 | \$36,260.00    |
| Dr. Phillip D. Bailey             | Assistant Professor                         | \$29,580.00 | \$31,080.00    |
| Dr. Jaime M. Zambrano             | Assistant Professor                         | \$29,070.00 | \$30,570.00    |
| Mr. Jose L. Martinez              | Assistant Professor                         | \$28,642.00 | \$30,142.00    |



Dept. of Geography/Political Science/Sociology

|                            |                                 |             |               |
|----------------------------|---------------------------------|-------------|---------------|
| Dr. Carl R. Redden (T)     | Interim Chairperson / Professor | \$68,461.00 | \$68,951.50*  |
| Dr. William C. Jameson (T) | Associate Professor             | \$50,160.00 | \$50,660.00   |
| Dr. D. Brooks Green (T)    | Associate Professor             | \$47,143.00 | \$47,643.00   |
| Dr. Paul L. Butt (T)       | Associate Professor             | \$40,592.00 | \$41,092.00   |
| Dr. Gerald L. Reynolds (T) | Associate Professor             | \$38,122.00 | \$38,622.00   |
| Dr. Jeffrey J. Kamakahi    | Assistant Professor             | \$33,630.00 | \$35,130.00   |
| NAME                       | TITLE                           | ORIGINAL    | REVISED       |
| Dr. Kenneth H. Mackintosh  | Assistant Professor             | \$33,482.00 | \$34,982.00   |
| Dr. Tom N. McInnis         | Associate Professor             | \$33,353.00 | \$33,853.00   |
| Mr. Jeffrey D. Allender    | Assistant Professor             | \$31,272.00 | \$32,772.00   |
| Dr. John T. Passe-Smith    | Assistant Professor             | \$30,600.00 | \$32,100.00   |
| Dr. Lani L. Malysa         | Assistant Professor             | \$29,376.00 | \$30,876.00   |
| Mr. Ronnie B. Tucker       | Instructor                      | \$21,788.00 | \$22,288.00## |

Dept. of History

|                            |                                  |             |              |
|----------------------------|----------------------------------|-------------|--------------|
| Dr. Harry W. Readnour (T)  | Department Chairperson/Professor | \$66,924.00 | \$67,414.50* |
| Mr. Maurice C. Webb (T)    | Associate Professor              | \$46,248.00 | \$46,748.00  |
| Dr. Donald G. Jones (T)    | Associate Professor              | \$44,783.00 | \$45,283.00  |
| Dr. Randall L. Pouwels (T) | Associate Professor              | \$38,188.00 | \$38,688.00  |
| Dr. Kenneth C. Barnes      | Associate Professor              | \$36,618.00 | \$37,118.00  |
| Dr. Ralph F. Gallucci      | Associate Professor              | \$36,153.00 | \$36,653.00  |
| Dr. Miriam Meijer          | Assistant Professor              | \$31,110.00 | \$32,610.00  |
| Dr. Vincent E. Hammond     | Associate Professor              | \$31,423.00 | \$31,923.00  |
| Ms. Sondra H. Gordy        | Assistant Professor              | \$29,274.00 | \$30,774.00  |

Dept. of Music

|                            |   |             |               |
|----------------------------|---|-------------|---------------|
| Dr. Sam Driggers (T)       | Department Chairperson/Professor                  | \$68,604.00 | \$69,108.00*  |
| Mr. Russell Langston       | Director of Bands                                 | \$49,223.00 | \$49,946.16*  |
| Mr. John M. Erwin (T)      | Associate Professor/Director of Choral Activities | \$48,139.00 | \$48,639.00** |
| Dr. Neil C. Rutman         | Assistant Professor                               | \$45,263.00 | \$46,763.00   |
| Mr. Patrick R. Hasty (T)   | Associate Professor                               | \$42,651.00 | \$43,151.00   |
| Mr. Kevork Mardirossian    | Assistant Professor                               | \$39,984.00 | \$41,484.00   |
| Dr. Denis W. Winter (T)    | Associate Professor                               | \$37,579.00 | \$38,079.00   |
| Mr. Wolfgang Oeste         | Assistant Professor                               | \$36,331.00 | \$37,831.00   |
| Mr. Gilbert R. Baker (T)   | Assistant Professor                               | \$36,020.00 | \$37,520.00   |
| Dr. Anne L. Patterson (T)  | Associate Professor                               | \$35,899.00 | \$36,399.00   |
| Dr. Jacquelyn B. Lamar (T) | Associate Professor                               | \$35,144.00 | \$35,644.00   |
| Ms. Kristina M. Belisle    | Assistant Professor                               | \$30,376.00 | \$31,876.00   |
| Ms. Carolyn K. Brown       | Instructor  | \$22,032.00 | \$22,532.00   |
| Ms. Jann D. Bryant         | Instructor/Director of Community School of Music  | \$16,728.00 | \$17,124.03*  |

Dept. of Philosophy

|                        |                                  |             |              |
|------------------------|----------------------------------|-------------|--------------|
| Dr. Jim D. Shelton (T) | Department Chairperson/Professor | \$60,619.00 | \$61,064.50* |
| Dr. Peter J. Mehl      | Associate Professor              | \$32,537.00 | \$33,037.00  |

Dept. of Speech, Theatre, Journalism

|                                    |  |             |               |
|------------------------------------|--|-------------|---------------|
| Dr. Robert H. Willenbrink, Jr. (T) | Department Chairperson/Associate Professor               | \$57,936.00 | \$58,611.97*  |
| Mr. Ernest C. Dumas                | Assistant Professor/Journalist in Residence/Echo Advisor | \$41,208.00 | \$42,708.00   |
| Dr. Edvard E. Thorsett             | Assistant Professor/Director of Mass Communications      | \$34,966.00 | \$36,466.00   |
| Mr. Gregory A. Blakey (T)          | Assistant Professor                                      | \$34,765.00 | \$36,265.00   |
| Dr. Lorraine Fuller                | Assistant Professor                                      | \$32,640.00 | \$34,140.00   |
| Dr. Claudia A. Beach               | Assistant Professor/Director of Theatre                  | \$31,620.00 | \$33,120.00   |
| Ms. Paulette H. Walter             | Instructor/Scroll Advisor                                | \$32,052.00 | \$32,568.90** |
| Mr. Shawn D. Fulper-Smith          | Instructor/Radio Program Manager                         | \$27,133.00 | \$27,542.74*  |
| Ms. Cecily A. Delk                 | Instructor   | \$26,000.00 | \$26,500.00   |

## COLLEGE OF BUSINESS ADMINISTRATION

| NAME                      | TITLE                    | ORIGINAL    | REVISED      |
|---------------------------|--------------------------|-------------|--------------|
| <u>Office of the Dean</u> |                          |             |              |
| Dr. Peter Lorenzi (T)     | Academic Dean/Professor  | \$77,265.00 | \$78,287.22* |
| Dr. James E. Barr (T)     | Professor/Assistant Dean | \$71,612.00 | \$72,137.74* |

Dept. of Accounting

|                            |                                  |             |             |
|----------------------------|----------------------------------|-------------|-------------|
| Dr. P. Michael Moore (T)   | Department Chairperson/Professor | \$67,886.00 | \$68,551.00 |
| Dr. Ben D. Carter (T)      | Associate Professor              | \$54,441.00 | \$54,941.00 |
| Mr. Paul H. Jensen (T)     | Assistant Professor              | \$49,022.00 | \$50,522.00 |
| Dr. Pamela A. Spikes (T)   | Associate Professor              | \$49,421.00 | \$49,921.00 |
| Ms. Donna S. Smith (T)     | Assistant Professor              | \$42,781.00 | \$44,281.00 |
| Mr. Roy Whitehead, Jr. (T) | Assistant Professor              | \$39,956.00 | \$41,456.00 |
| Ms. Nina M. Goza           | Instructor                       | \$29,478.00 | \$29,978.00 |

Dept. of Economics and Finance

|                               |  |             |              |
|-------------------------------|--|-------------|--------------|
| Dr. Patricia K. Cantrell (T)  | Department Chairperson/Associate Professor | \$61,812.00 | \$62,516.50* |
| Dr. James H. Packer, III (T)  | Associate Professor                        | \$59,781.00 | \$60,281.00  |
| Dr. William F. Kordsmeier (T) | Associate Professor                        | \$45,876.00 | \$46,376.00  |
| Mr. James C. Weller (T)       | Assistant Professor                        | \$44,698.00 | \$46,198.00  |
| Dr. William L. Seyfried       | Assistant Professor                        | \$35,598.00 | \$37,098.00  |

Dept. of Marketing and Management

|                                  |  |             |              |
|----------------------------------|--|-------------|--------------|
| Dr. William T. Bounds, Jr. (T)   | Department Chairperson/Associate Professor | \$67,020.00 | \$67,761.22* |
| Dr. John C. Malley (T)           | Associate Professor                        | \$63,122.00 | \$63,622.00  |
| Dr. Herff L. Moore, Jr. (T)      | Associate Professor                        | \$59,401.00 | \$59,901.00  |
| Dr. Joseph D. Cangelosi, Jr. (T) | Associate Professor                        | \$58,505.00 | \$59,005.00  |
| Dr. Scott Markham (T)            | Associate Professor                        | \$44,823.00 | \$45,323.00  |



|                        |                     |             |             |
|------------------------|---------------------|-------------|-------------|
| Dr. Betty S. Rogers    | Assistant Professor | \$38,243.00 | \$39,743.00 |
| Dr. Rebecca J. Gatlin  | Assistant Professor | \$34,661.00 | \$36,161.00 |
| Mr. Sidney G. Painter  | Instructor          | \$27,418.00 | \$27,918.00 |
| Mr. Donald M. Epperson | Instructor          | \$26,520.00 | \$27,020.00 |

## COLLEGE OF EDUCATION

| NAME  | TITLE   | ORIGINAL    | REVISED        |
|---|---|-------------|----------------|
| <u>Office of the Dean</u>                     |   |             |                |
| Dr. Jim R. Bowman (T)                         | Academic Dean/Professor   | \$76,056.00 | \$77,060.91*   |
| <u>Center for Academic Excellence</u>         |   |             |                |
| Mr. Joe Hundley                               | Associate Professor/Director Center<br>for Academic Excellence      | \$54,867.00 | \$55,674.03*   |
| Dr. Susan L. Peterson                         | Associate Professor/Asst Director Center<br>for Academic Excellence | \$40,537.00 | \$41,133.21*   |
| <u>Dept. of Applied Academic Technologies</u> |   |             |                |
| Dr. Selvin W. Royal (T)                       | Department Chairperson/Professor                                    | \$72,444.00 | \$72,975.72*   |
| Dr. Glenda B. Thurman (T)                     | Associate Professor   | \$41,637.00 | \$42,137.00    |
| Dr. Jody B. Charter (T)                       | Associate Professor   | \$40,337.00 | \$40,837.00    |
| Ms. Karen Sue Fraser                          | Assistant Professor   | \$32,000.00 | \$33,500.00    |
| Ms. Hope Shastri                              | Assistant Professor/Director of the<br>Learning Resource Center     | \$30,396.00 | \$31,896.00    |
| <u>Dept. of Adm. &amp; Sec. Education</u>     |   |             |                |
| Dr. Barbara D. Holmes                         | Department Chairperson/Associate Professor                          | \$61,200.00 | \$61,900.00*   |
| Dr. Dick B. Clough (T)                        | Associate Professor   | \$48,488.00 | \$48,988.00    |
| Dr. Jesse L. Rancifer (T)                     | Associate Professor   | \$48,468.00 | \$48,968.00    |
| Dr. Terry L. James (T)                        | Associate Professor   | \$44,332.00 | \$44,832.00    |
| Dr. Harold E. Griffin (T)                     | Associate Professor   | \$38,583.00 | \$39,083.00    |
| Dr. Linda M. Coyle                            | Associate Professor   | \$35,943.00 | \$36,443.00*** |
| Dr. Cynthia Pace                              | Visiting Associate Professor  | \$35,000.00 | \$35,500.00    |
| Dr. Patricia H. Phelps                        | Associate Professor   | \$34,864.00 | \$35,364.00    |
| Dr. Ann E. Witcher                            | Assistant Professor   | \$31,416.00 | \$32,916.00    |
| <u>Dept. of Childhood Education</u>           |   |             |                |
| Dr. Amelia R. Steelman (T)                    | Associate Professor   | \$48,719.00 | \$49,219.00    |
| Dr. Betty L. Dickson                          | Assistant Professor   | \$32,725.00 | \$34,225.00    |
| Dr. David R. Sumpter                          | Assistant Professor   | \$30,818.00 | \$32,318.00    |
| Dr. Mary H. Mosley                            | Assistant Professor   | \$30,753.00 | \$32,253.00    |
| Ms. Tammy Benson                              | Instructor  | \$23,996.00 | \$24,496.00    |
| Ms. Barbara Bolls                             | Instructor  | \$22,440.00 | \$22,940.00    |
| Ms. Emily R. Appukuttan                       | Instructor/Child Study/Childhood Education                          | \$20,299.00 | \$20,697.97    |

Dept. of Professional Field Services

|                      |   |             |             |
|----------------------|---|-------------|-------------|
| Ms. Deborah Barnes   | Instructor/Coordinator of Directed Teaching       | \$32,996.00 | \$33,493.46 |
| Ms. Susan B. Jackson | Instructor/Coordinator of Early Field Experiences | \$25,118.00 | \$25,618.00 |

Dept. of Psychology & Counseling

|                             |                                  |             |              |
|-----------------------------|----------------------------------|-------------|--------------|
| Dr. David J. Skotko (T)     | Department Chairperson/Professor | \$71,475.00 | \$71,999.93* |
| Dr. Teresa C. Smith (T)     | Associate Professor              | \$39,021.00 | \$39,521.00  |
| Dr. Michael T. Scoles (T)   | Associate Professor              | \$38,577.00 | \$39,077.00  |
| Dr. Elson M. Bihm (T)       | Associate Professor              | \$36,693.00 | \$37,193.00  |
| Dr. Lynda L. Fielstein (T)  | Associate Professor              | \$36,142.00 | \$36,642.00  |
| Dr. William J. Lammers      | Associate Professor              | \$34,092.00 | \$34,592.00  |
| Mr. Robert D. Feese (T)     | Instructor                       | \$33,161.00 | \$33,661.00  |
| Dr. Paulette J. Leonard (T) | Associate Professor              | \$33,075.00 | \$33,575.00  |
| Dr. Lauren K. Bush          | Assistant Professor              | \$31,416.00 | \$32,916.00  |
| Dr. Ronald K. Bramlett      | Assistant Professor              | \$30,716.00 | \$32,216.00  |
| Dr. Robert K. Rowell        | Assistant Professor              | \$29,376.00 | \$30,876.00  |
| Dr. Avram J. Zolten         | Assistant Professor              | \$29,376.00 | \$30,876.00  |
| Ms. Karen M. Dobbs          | Instructor                       | \$23,868.00 | \$24,368.00  |

Dept. of Special Education

|                            |  |             |              |
|----------------------------|--|-------------|--------------|
| Dr. Freddie W. Litton (T)  | Department Chairperson/Professor/Interim Chairperson | \$65,506.00 | \$65,958.25* |
| Dr. Kathleen R. Atkins (T) | Associate Professor                                  | \$38,350.00 | \$38,850.00  |
| Mr. Ralph E. Calhoun       | Assistant Professor                                  | \$28,058.00 | \$29,558.00  |

## COLLEGE OF HEALTH AND APPLIED SCIENCE

| NAME                            | TITLE                                      | ORIGINAL    | REVISED        |
|---------------------------------|--|-------------|----------------|
| <u>Office of the Dean</u>       |  |             |                |
| Dr. Neil W. Hattestad (T)       | Academic Dean/Professor                    | \$76,375.00 | \$77,385.21*   |
| Dr. Jimmy H. Ishee (T)          | Professor/Assistant Dean                   | \$57,466.00 | \$58,074.95*   |
| <u>Dept. of Health Sciences</u> |  |             |                |
| Dr. Emogene L. Fox (T)          | Chairperson/Associate Professor            | \$57,630.00 | \$58,116.25*   |
| Dr. Betty M. Hubbard (T)        | Associate Professor                        | \$40,122.00 | \$40,622.00#   |
| Dr. Dwight R. Pierce (T)        | Associate Professor                        | \$36,831.00 | \$37,331.00    |
| Dr. Gary A. Lewers (T)          | Associate Professor                        | \$36,059.00 | \$36,559.00    |
| <u>Dept. of Home Economics</u>  |  |             |                |
| Dr. Mary H. Harlan (T)          | Department Chairperson/Associate Professor | \$60,839.00 | \$61,535.22*   |
| Dr. Melissa A. Shock            | Assistant Professor                        | \$34,209.00 | \$35,709.00    |
| Dr. Detri M. Brech              | Assistant Professor                        | \$32,249.00 | \$33,749.00*** |
| Dr. Teresa K. Buchanan          | Assistant Professor                        | \$32,181.00 | \$33,681.00    |
| Ms. Renee F. Ryburn             | Instructor                                 | \$28,458.00 | \$28,958.00    |



Dept. of Kinesiology and Physical Education

|                              |  |             |                |
|------------------------------|--|-------------|----------------|
| Dr. Deborah J. Howell (T)    | Department Chairperson/Associate Professor | \$61,784.00 | \$62,237.74*   |
| Dr. John L. Gates (T)        | Associate Professor                        | \$42,973.00 | \$43,473.00    |
| Ms. Ann E. Machen (T)        | Assistant Professor                        | \$39,277.00 | \$40,777.00    |
| Dr. Nicholas L. Pederson (T) | Associate Professor                        | \$34,483.00 | \$34,983.00    |
| Mr. Robert C. Lowe           | Instructor                                 | \$31,914.00 | \$32,414.00*** |
| Ms. Lorna R. Strong          | Clinical Instructor                        | \$24,480.00 | \$24,980.00**  |
| Ms. Rockie D. Pederson       | Instructor                                 | \$22,950.00 | \$23,450.00    |

Dept. of Nursing

|                                 |                                  |             |                |
|---------------------------------|----------------------------------|-------------|----------------|
| Dr. Barbara G. Williams (T)     | Department Chairperson/Professor | \$65,883.00 | \$66,367.48*   |
| Dr. Glenda D. Lawson            | Assistant Professor              | \$42,277.00 | \$43,777.00*** |
| Dr. Lauretta A. Koenigseder (T) | Assistant Professor              | \$41,133.00 | \$42,633.00    |
| Ms. Sheila J. Stroman (T)       | Assistant Professor              | \$35,919.00 | \$37,419.00    |
| Dr. Rebecca R. Lancaster (T)    | Assistant Professor              | \$35,823.00 | \$37,323.00    |
| Ms. Lynne W. Seymour            | Instructor                       | \$33,445.00 | \$33,945.00    |
| Ms. Karen E. Jenkins            | Instructor                       | \$32,685.00 | \$33,185.00    |
| Ms. Sharyl Sain                 | Instructor                       | \$32,028.00 | \$32,528.00    |
| Ms. Alice L. Nahley             | Instructor                       | \$31,959.00 | \$32,459.00    |
| Ms. Patricia B. Crane           | Instructor                       | \$31,404.00 | \$31,904.00    |
| Ms. Diane K. Holt               | Instructor                       | \$30,600.00 | \$31,100.00    |
| Ms. Carol A. Enderlin           | Instructor                       | \$30,569.00 | \$31,069.00    |
| Ms. Patricia W. Lucy            | Instructor                       | \$30,345.00 | \$30,845.00    |
| Ms. Susan L. Gatto              | Instructor                       | \$30,270.00 | \$30,770.00    |
| Ms. Julie Meaux                 | Instructor                       | \$29,580.00 | \$30,080.00    |

Dept. of Occupational Therapy

|                       |  |             |              |
|-----------------------|--|-------------|--------------|
| Dr. Linda Shalik (T)  | Department Chairperson/Associate Professor | \$63,725.00 | \$64,443.73* |
| Ms. Bonnie R. Decker  | Assistant Professor                        | \$42,208.00 | \$43,708.00  |
| Ms. Catherine R. Acre | Instructor                                 | \$36,562.00 | \$37,062.00  |
| Ms. Kathryn D. White  | Instructor                                 | \$36,241.00 | \$36,741.00  |
| Ms. Lorrie Buddenberg | Instructor                                 | \$34,680.00 | \$35,180.00  |

Dept. of Physical Therapy

|                                  |                                  |             |              |
|----------------------------------|----------------------------------|-------------|--------------|
| Dr. Venita Lovelace-Chandler (T) | Department Chairperson/Professor | \$71,278.00 | \$71,802.17* |
| Mr. Joe C. Finnell (T)           | Associate Professor              | \$52,466.00 | \$52,966.00* |
| Dr. William D. Bandy (T)         | Associate Professor              | \$46,001.00 | \$46,501.00  |
| Dr. John D. Peck (T)             | Associate Professor              | \$41,495.00 | \$41,995.00  |
| Dr. Nancy B. Reese (T)           | Assistant Professor              | \$40,262.00 | \$41,762.00  |
| Ms. Reta J. Zabel                | Assistant Professor              | \$36,134.00 | \$37,634.00  |
| Ms. Elisa M. Zuber               | Instructor                       | \$36,108.00 | \$36,608.00  |
| Ms. Jean M. Irion                | Instructor                       | \$35,598.00 | \$36,098.00  |
| Ms. Kim Dunleavy                 | Instructor                       | \$34,057.00 | \$34,557.00  |
| Ms. Rosemary A. Eoff             | Instructor/Clinical Coordinator  | \$25,500.00 | \$26,000.00* |

Dept. of Speech-Language Pathology

|                             |                                  |             |              |
|-----------------------------|----------------------------------|-------------|--------------|
| Dr. Elaine McNiece (T)      | Department Chairperson/Professor | \$63,750.00 | \$64,218.72* |
| Dr. James E. Thurman (T)    | Associate Professor              | \$47,981.00 | \$48,481.00  |
| Dr. Susan A. Moss-Logan (T) | Associate Professor              | \$40,054.00 | \$40,554.00  |
| Dr. Robert J. Logan (T)     | Associate Professor              | \$36,864.00 | \$37,364.00  |
| Ms. Betty B. Fusilier (T)   | Instructor                       | \$31,634.00 | \$32,134.00  |
| Dr. Margie L. Gilbertson    | Assistant Professor              | \$30,086.00 | \$31,586.00  |
| Ms. Kathy J. McDaniel       | Instructor/Clinical              | \$27,948.00 | \$28,448.00  |

## COLLEGE OF NATURAL SCIENCES AND MATHEMATICS

| NAME   | TITLE   | ORIGINAL    | REVISED        |
|--|---|-------------|----------------|
| <u>Office of the Dean</u>                        |   |             |                |
| Dr. John A. Mosbo (T)                            | Academic Dean/Professor                         | \$78,900.00 | \$79,964.97*   |
| Dr. Samuel P. Buchanan (T)                       | Professor/Assistant Dean/Director of Assessment | \$57,872.00 | \$58,484.77*   |
| <u>Dept. of Biology</u>                          |   |             |                |
| Dr. Edmond E. Griffin (T)                        | Department Chairperson/Professor                | \$69,628.00 | \$70,327.67*   |
| Dr. H. Frederic Dalske (T)                       | Associate Professor                             | \$49,161.00 | \$49,661.00    |
| Dr. William M. Moran (T)                         | Associate Professor                             | \$40,800.00 | \$41,300.00    |
| Dr. Kenneth J. Freiley (T)                       | Associate Professor                             | \$37,440.00 | \$37,940.00    |
| Dr. David E. Dussourd                            | Associate Professor                             | \$36,353.00 | \$36,853.00    |
| Dr. David R. Zehr (T)                            | Associate Professor                             | \$34,780.00 | \$35,280.00    |
| Dr. Katherine C. Larson                          | Assistant Professor                             | \$31,416.00 | \$32,916.00    |
| Dr. Steven W. Runge                              | Assistant Professor                             | \$31,033.00 | \$32,533.00    |
| Dr. Michael L. Mathis                            | Assistant Professor                             | \$29,376.00 | \$30,876.00    |
| Dr. Norman L. Hoover                             | Instructor                                      | \$28,188.00 | \$28,688.00    |
| Dr. Jack E. Mobley                               | Instructor                                      | \$28,188.00 | \$28,688.00    |
| Dr. Mary Victoria McDonald                       | Associate Professor                             | \$16,991.00 | \$17,241.00### |
| <u>Dept. of Chemistry</u>                        |   |             |                |
| Dr. Conrad L. Stanitski (T)                      | Department Chairperson/Professor                | \$64,281.00 | \$64,940.93*   |
| Dr. Paul F. Krause (T)                           | Associate Professor                             | \$49,965.00 | \$50,465.00    |
| Dr. R. C. Dorey, III                             | Associate Professor                             | \$37,167.00 | \$37,667.00    |
| Dr. William S. Taylor                            | Associate Professor                             | \$35,204.00 | \$35,704.00    |
| Dr. Karen C. Weaver (T)                          | Assistant Professor                             | \$33,566.00 | \$35,066.00    |
| Dr. Jeffrey A. Draves                            | Assistant Professor                             | \$31,620.00 | \$33,120.00    |
| Dr. Patricia Draves                              | Assistant Professor                             | \$31,620.00 | \$33,120.00    |
| Dr. Patrick J. Desrochers                        | Assistant Professor                             | \$30,396.00 | \$31,896.00    |
| <u>Dept. of Mathematics and Computer Science</u> |   |             |                |
| Dr. Charles J. Seifert (T)                       | Department Chairperson/Professor                | \$67,776.00 | \$68,476.47*   |
| Dr. Ming-fang Wang                               | Associate Professor                             | \$49,284.00 | \$49,784.00    |
| Dr. C. Wayne Brown                               | Associate Professor                             | \$48,538.00 | \$49,038.00    |



|                              |   |             |               |
|------------------------------|---|-------------|---------------|
| Dr. David R. Peterson (T)    | Associate Professor/Director of the Ozark Institute | \$48,318.00 | \$48,818.00   |
| Dr. Linda K. Griffith (T)    | Associate Professor                                 | \$47,499.90 | \$47,999.90 + |
| Mr. Jimmie J. McKim (T)      | Assistant Professor                                 | \$43,860.00 | \$45,360.00   |
| Mr. Donald W. Adlong (T)     | Assistant Professor                                 | \$42,820.00 | \$44,320.00   |
| Dr. Damber S. Tomer (T)      | Associate Professor                                 | \$43,259.00 | \$43,759.00   |
| Dr. Donna H. Foss (T)        | Associate Professor                                 | \$39,962.00 | \$40,462.00   |
| Dr. Ralph S. Butcher (T)     | Associate Professor                                 | \$39,761.00 | \$40,261.00   |
| Dr. Carolyn L. Pinchback (T) | Associate Professor                                 | \$38,666.00 | \$39,166.00   |
| Dr. Charles W. Mullins       | Assistant Professor                                 | \$36,374.00 | \$37,874.00   |
| Dr. Fred Hickling            | Assistant Professor                                 | \$35,190.00 | \$36,690.00   |
| Dr. Robyn E. Serven (T)      | Associate Professor                                 | \$38,272.00 | \$36,024.64   |
| Dr. Xiaoshen Wang            | Assistant Professor                                 | \$34,476.00 | \$35,976.00   |
| Mr. Tom B. McAnally (T)      | Assistant Professor                                 | \$33,082.00 | \$34,582.00   |
| Ms. Jo Ann B. Henry          | Instructor  | \$21,165.00 | \$21,665.00   |

Dept. of Physics

|                            |                     |             |             |
|----------------------------|---------------------|-------------|-------------|
| Dr. Stephen R. Addison (T) | Associate Professor | \$39,863.00 | \$40,363.00 |
| Dr. Rahul Mehta (T)        | Associate Professor | \$36,948.00 | \$37,448.00 |
| Dr. Hudson B. Eldridge (T) | Associate Professor | \$36,836.00 | \$37,336.00 |
| Mr. Norman O. Gaiser (T)   | Associate Professor | \$35,168.00 | \$35,668.00 |
| Dr. Heather L. Woolverton  | Associate Professor | \$33,796.00 | \$34,296.00 |
| Dr. James G. Ross          | Assistant Professor | \$29,560.00 | \$31,060.00 |

- \* 12-month faculty
- \*\* 10-month contract
- \*\*\* Terminal Contract
- # Sabbatical leave (Fall 1994) - full pay
- ## Educational leave - half pay from UCA, half pay from DHE
- ### Leave Without Pay (Fall 1994)
- + Period - July 27, 1994 to July 1, 1995
- ++ Monthly Salary - July 1, 1994 until position is filled.

Adjustments, Continued:

1. Gertrude Casciano, change Instructor, part-time, Art effective Fall Semester @ a gross salary of \$3,000.00 to Lecturer/Gallery Coordinator, Art, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$13,000.00.
2. Linda K. Griffith, Associate Professor, Mathematics/Computer Science, appointment with Tenure, change effective date August 17, 1994 through May 17, 1995 @ a gross salary of \$41,269.00 to July 27, 1994 to July 1, 1995 @ a gross salary of \$47,499.90 (based on \$51,174.00 per annum).
3. Ronnie B. Tucker, Instructor, Geography/Political Science/Sociology, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 change @ a gross salary of \$10,894.00 to a gross salary of \$11,144.00.

**Adjustments from Restricted Funds:**

1. Lois Love Moody, Project Coordinator/Corporate Relations, Non-faculty position, effective July 1, 1994 to July 1, 1995 change @ a gross salary of \$25,253.00 to a gross salary of \$25,624.17 (based on \$25,748.00 per annum).

**Adjustments, Summer, part-time:**

1. Gary White, Instructor, part-time, Chemistry, change first and second terms @ a gross salary of \$2,400.00 each term to first term @ a gross salary of \$2,400.00.

**Adjustments, part-time:**

1. Cynthia Cope, Instructor, part-time, Marketing & Management, change Fall Semester @ a gross salary of \$1,400.00 to a gross salary of \$2,800.00.
2. Felice Farrell, Instructor, part-time, Music, change Fall Semester @ a gross salary of \$2,800.00 to a gross salary of \$4,000.00.
3. Stuart Flynn, Instructor, part-time, Political Science, change Fall Semester @ a gross salary of \$3,000.00 to a gross salary of \$1,500.00.
4. Christine Franklin, Instructor, part-time, Music, change Fall Semester @ a gross salary of \$6,000.00 to a gross salary of \$6,750.00.
5. Beverly McChristian, Instructor, part-time, Psychology & Counseling, effective Fall Semester @ a gross salary of \$1,400.00. CANCELED.
6. Alberta McCauley Pearson, Instructor, part-time, Art, change Fall Semester @ a gross salary of \$3,000.00 to a gross salary of \$1,500.00.
7. Charlotte Pitcairn, Instructor, part-time, Music, change Fall Semester @ a gross salary of \$1,500.00 to a gross salary of \$2,438.00.
8. Michael Vinson, Instructor, part-time, Health Sciences, change Fall Semester @ a gross salary of \$1,400.00 to a gross salary of \$2,800.00.
9. Joan Wright, Instructor, part-time, Applied Academic Technologies, effective Fall Semester 1994 @ a gross salary of \$2,400.00. CANCELED.



**Appointments:**

1. Alvin T. Bell, Jr., Instructor, Mathematics & Computer Science, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$30,000.00.
2. Laura Christiansen, Instructor, Physical Therapy, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$31,500.00.
3. Terri Clowers, Instructor, Nursing, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$30,500.00.
4. Jan E. Downing, Instructor, Childhood Education, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$28,000.00.
5. Lisa H. George, Instructor/Coordinator of Early Field Experiences, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$25,000.00.
6. Linda Graham, Instructor/Grant Coordinator Clinic Supervisor, Speech-Language Pathology, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$24,000.00.
7. Stephen Hearn, Instructor, Physical Therapy, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$33,660.00.
8. Marc C. Hirrel, Instructor, Biology, Term, Non-Tenure Track, effective August 17, 1994 through December 17, 1994 @ a gross salary of \$12,500.00.
9. Nelda F. New, Instructor/Director of Student Health Services/Nursing Faculty, Student Affairs/Nursing, Term, Non-Tenure Track, effective August 24, 1994 through June 30, 1995 @ a gross salary of \$31,686.74 (based on \$37,000.00 per annum).
10. Douglas F. Podoll, Director of International Programs, Non-Faculty appointment, effective September 19, 1994 to July 1, 1995 @ a gross salary of \$44,942.00 (based on \$57,000.00 per annum).
11. James B. Porter, Instructor, Biology, Term, Non-Tenure Track, effective August 17, 1994 through December 17, 1994 @ a gross salary of \$10,000.00.
12. Carol E. Smedley, Instructor, Biology, Term, Non-Tenure Track, effective August 17, 1994 through December 17, 1994 @ a gross salary of \$10,000.00.
13. Barbara Teague, Instructor, Art, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$25,000.00.

**Appointments from Restricted Funds:**

1. Sharon Ross, Instructor/Project Coordinator/Clinical Supervisor, Speech-Language Pathology, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$24,000.00.
2. Ronnie B. Tucker, Instructor, Geography/Political Science/Sociology, Term, Non-Tenure Track, effective August 17, 1994 through May 17, 1995 @ a gross salary of \$11,144.00. (This amount is included in total UCA contract. See page 5 of Personnel List.)

**Appointments, part-time:**

1. Mary Ellen Blount, Instructor, part-time, English, effective Fall Semester @ a gross salary of \$2,800.00.
2. Freddie Bowles, Instructor, part-time, International Programs/Intensive English Program, effective Fall Semester @ a gross salary of \$4,900.00.
3. Denise Brewer, Instructor, part-time, History, effective Fall Semester @ a gross salary of \$2,800.00.
4. Kay D. Burnell, Instructor, part-time, Mathematics/Computer Science, effective August 22, 1994 through September 9, 1994 @ a gross salary of \$600.00.
5. Carole Carter, Instructor, part-time, History, effective Fall Semester @ a gross salary of \$2,800.00.
6. Bill Crow, Instructor, part-time, Professional Field Services, effective Fall Semester @ a gross salary of \$4,200.00.
7. Jennifer Damgaard Deering, Instructor, part-time, International Programs/Intensive English Program, effective Fall Semester @ a gross salary of \$4,900.00.
8. Timothy Ebarb, Instructor, part-time, History, effective Fall Semester @ a gross salary of \$2,800.00.
9. James H. Fielder, Instructor, part-time, Mathematics/Computer Science, effective Fall Semester @ a gross salary of \$2,800.00.
10. John H. Fincher, Instructor, part-time, Professional Field Services, effective Fall Semester @ a gross salary of \$1,400.00.
11. James H. Flanagan, III, Instructor, part-time, Biology, effective Fall Semester @ a gross salary of \$3,000.00.
12. Philip Gould, Instructor, part-time, History, effective Fall Semester @ a gross salary of \$3,000.00.
13. Leslie A. Halter, Instructor, part-time, Home Economics, effective Fall Semester @ a gross salary of \$1,400.00.



14. Rose Hamilton, Instructor, part-time, Speech/Theatre/Mass Communication, effective Fall Semester @ a gross salary of \$2,800.00.
15. Toby Hart, Instructor, part-time, Kinesiology & Physical Education, effective Fall Semester @ a gross salary of \$2,800.00.
16. Janet M. Hartman, Instructor, part-time, Home Economics, effective Fall Semester @ a gross salary of \$2,800.00.
17. Jim Hatch, Instructor, part-time, Music, effective Fall Semester @ a gross salary of \$1,400.00.
18. Judith Hipp, Instructor, part-time, Childhood Education, effective Fall Semester @ a gross salary of \$2,800.00.
19. William A. Horstman, Instructor, part-time, Geography, Political Science, and Sociology, effective Fall Semester @ a gross salary of \$1,400.00.
20. Doyle Jackson, Instructor, part-time, Mathematics/Computer Science, effective Fall Semester @ a gross salary of \$1,400.00.
21. Rita Johnson, Instructor, part-time, Home Economics, effective Fall Semester @ a gross salary of \$1,400.00.
22. Terrance R. Love, Instructor, part-time, Health Sciences, effective Fall Semester @ a gross salary of \$1,400.00.
23. Jeffrey R. Marlow, Instructor, part-time, Music, effective Fall Semester @ a gross salary of \$4,900.00.
24. Keith Marriot, Instructor, part-time, History, effective Fall Semester @ a gross salary of \$1,400.00.
25. Dorothy Mattison, Instructor, part-time, Professional Field Services, effective Fall Semester @ a gross salary of \$4,200.00.
26. Mike McCullars, Instructor, part-time, Speech/Theatre/Mass Communication, effective Fall Semester @ a gross salary of \$1,400.00.
27. Pam Milburn, Instructor, part-time, Marketing & Management, effective Fall Semester @ a gross salary of \$2,800.00.
28. Robert L. Mitchum, Instructor, part-time, Economics & Finance, effective Fall Semester @ a gross salary of \$1,400.00.
29. Leslie O'Malley, Instructor, part-time, English, effective Fall Semester @ a gross salary of \$2,800.00.
30. K. C. Poole, Instructor, part-time, Home Economics, effective Fall Semester @ a gross salary of \$2,800.00.

31. Lisa K. Ray, Instructor, part-time, Geography, Political Science and Sociology, effective Fall Semester @ a gross salary of \$1,400.00.
32. Cynthia Sellers Roach, Instructor, part-time, Political Science, effective Fall Semester @ a gross salary of \$1,400.00.
33. Cindy King Robinette, Instructor, part-time, Biology, effective Fall Semester @ a gross salary of \$2,800.00.
34. William Schlientz, Instructor, part-time, English, effective Fall Semester @ a gross salary of \$2,800.00.
35. Hazel Seay, Instructor, part-time, Professional Field Services, effective Fall Semester @ a gross salary of \$4,200.00.
36. Nancy Shaw, Instructor, part-time, Professional Field Services, effective Fall Semester @ a gross salary of \$1,400.00.
37. Henry Smiley, Instructor, part-time, English, effective Fall Semester @ a gross salary of \$1,400.00.
38. Susan Standridge, Instructor, part-time, History, effective Fall Semester @ a gross salary of \$1,400.00.
39. Lynnette Stanley, Instructor, part-time, Music, effective Fall Semester @ a gross salary of \$3,650.00.
40. Jim Stone, Instructor, part-time, Professional Field Services, effective Fall Semester @ a gross salary of \$4,200.00.
41. Dan Such, Instructor, part-time, History, effective Fall Semester @ a gross salary of \$2,800.00.
42. Cathy Urwin, Instructor, part-time, History, effective Fall Semester @ a gross salary of \$3,000.00.
43. Jimmie Lee Williams, Instructor, part-time, Speech/Theatre/Mass Communications, effective Fall Semester @ a gross salary of \$2,800.00.
44. Sandra F. Williams, Instructor, part-time, Speech/Theatre/Mass Communications, effective Fall Semester @ a gross salary of \$2,800.00.

**Leave Without Pay:**

1. Richard Hobson, Music, 1994-95 academic year.



**Resignations:**

1. Steven M. Cox, Applied Academic Technologies, August 23, 1994.
2. Beverly Muckey, Health Education, August 23, 1994.

**Retirement:**

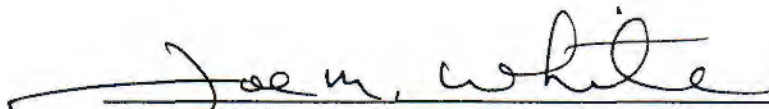
1. Hudson B. Eldridge, Physics, December 31, 1994.

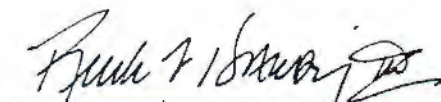
**ADDENDUM****Retirement:**

1. Ann Machen, Kinesiology/Physical Education, January 1, 1995.
2. Richard Collins, Biology, December 31, 1994.
3. W. Foy Lisenby, History, December 31, 1994.

The Board voted to grant President Thompson a 4 percent pay increase upon motion by Mr. Womack with a second by Mr. Harding. The motion passed unanimously.

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

  
Mr. Joe White, Chair

  
Mr. Rush Harding III, Secretary