

The Board of Trustees of the University of Central Arkansas convened in regular meeting on Wednesday morning, June 28, 1978, at ten o'clock on the campus in Conway, Arkansas, with the following officers and members of the Board present, to-wit:

Chairman: Mr. Bill Johnson
 Chairman Elect: Mrs. Charles E. Hammans
 Dr. J. Albert Johnson
 Mr. Henry L. Jones, Jr.
 Mr. James W. Ahlf

and with the following officer and member absent, to-wit:

Secretary: Mr. Charles R. Dixon
 Dr. John W. Sneed, Jr.

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

Minutes of the last meeting were approved as written.

Mr. Ahlf made a motion that the university reaffirm its intent to remain in the AIC and that the following goals for the university athletic program as recommended by President Farris be adopted and implemented as funds become available.

1. A regular, full-time Sports Information Director will be assigned to the athletic administration staff. A budget will be established for that operation with the obvious objective of producing recognition and support for the program that would result in larger gate receipts and external fund support.
2. The head football coach, head basketball coach, women's athletic coordinator, and athletic director will be free of all teaching assignments. This will require one full-time faculty person for the Physical Education Department. This will remove any question of the job priorities for these people or of the availability of time to fulfill the university's expectation of them.
3. A proper recognition will be given to the coaching leadership required for the non-revenue sports. This can be done on the basis of part-time assignments, but regular appointments and some stipend must be provided.
4. An additional person for our women's program must be employed. This individual could have a half-time teaching assignment.
5. It is important to recognize that these recommendations will add some \$50,000 to the athletic budget at the same time I have recommended a reduction in the university funds assigned to athletics. The possible consequences on our two major budget items, football and basketball, are important.

A second to this motion was made by Dr. Johnson and passed by the following vote: AYES: Mr. Ahlf, Dr. Johnson, and Mrs. Hammans; NOES: Mr. Jones.

The following graduate school admission policies, as presented by Dr. H. B. Hardy, Graduate Dean, were adopted upon motion made by Mrs. Hammans, seconded by Mr. Ahlf, and passed by unanimous vote.

TYPES OF ADMISSION

1. Admitted with Full Qualifications

To be granted regular admission to graduate school,

- (a) the student must hold a baccalaureate degree from an accredited institution;
- (b) the student must have adequate undergraduate preparation in the field of proposed academic emphasis at the graduate level;
- (c) if a candidate for the M. S. E. Degree, the student must meet the requirements for a valid Arkansas teaching certificate in the area of concentration;
- (d) the student must have demonstrated a potential for graduate work.

The applicant must have a minimum grade-point average of 1.500 (A = 4.00). Somewhat lower past performance may be acceptable if the applicant is able to achieve satisfactory scores on the Aptitude Test of the Graduate Record Examination. Applicants whose interests lie in the area of business administration may submit a satisfactory score on the Graduate Management Admission Test.

2. Admitted as Special Student

Students who possess a baccalaureate degree from a regionally accredited institution and who possess a 2.250 grade average may be admitted on probation. This admission will permit students to take graduate courses on a probationary basis. The student's permanent record will be labeled indicating that the student has not been admitted with full qualifications. In order to be considered for admission to candidacy and the filing of a master's degree program, the student must have a minimum cumulative grade average of 3.000 at the end of the semester in which the twelfth hour is earned at the University of Central Arkansas, or he must submit satisfactory scores on the GRE Aptitude Test or the GMAT (in the case of MBA students). The courses taken during this probationary period must apply toward a degree program or have approval of the graduate dean.

In the semester following the completion of a minimum of 12 hours of graduate work, the student may apply for candidacy for a master's degree by initiating the following action:

- (a) submit the courses taken and grades achieved showing a minimum grade average of 3.000;
- (b) be admitted to candidacy for the master's degree by the department in which the student is majoring.

Provided the student becomes eligible to apply for admission to candidacy either by grade-point average or an acceptable score on the appropriate standardized tests, any work taken as a probationary student may be used toward a degree if the courses are appropriate for the program and approved by the student's adviser and chairman of the department. If the student does not meet the requirements for admission to candidacy he will be reclassified as a non-degree student and he may continue to take graduate work if he maintains a 3.00 grade average as is required of all graduate students.

3. Admitted as Unclassified

Students who possess the minimum grade-point average for admission with full qualifications may choose to be admitted as unclassified graduate students. This classification is reserved for students who are undecided

as to the major field of emphasis, who choose to take work to upgrade their professional skills, or who wish to enroll in work to be transferred to another graduate school. Any work taken by an unclassified student may subsequently be applied to fulfilling degree requirements when the student applies for admission to candidacy in a degree program if the hours taken are applicable to this program.

4. Admitted as Non-Degree

Students who possess a baccalaureate degree from a regionally accredited institution based on a minimum 2.00 grade average may be admitted as non-degree students and are therefore eligible to take graduate courses. However, only six semester hours taken in this category may be applied toward a master's degree at the University of Central Arkansas. In order to be eligible to move from non-degree to candidacy for a degree program, students admitted in this category must submit satisfactory scores on the Graduate Record Aptitude Test or, in the case of MBA candidates, the Graduate Management Admission Test.

ADMISSION TO CANDIDACY

All graduate students must apply for candidacy for the master's degree. Application for admission is made when the student has removed any undergraduate course deficiencies or grade provisions which may have been assigned at the time of admission, has completed the prescribed standardized tests required of all graduate students, and has completed a minimum of nine hours of graduate course work taken at UCA with a 3.000 grade average. The student may apply for admission to candidacy at the end of the enrollment period in which the total number of graduate hours accumulated reaches nine or more. Application must be made no later than the end of the enrollment period in which the accumulated total of graduate hours reaches eighteen. The student who has accumulated fewer than nine hours at the beginning of a term and more than eighteen at the end of that term must apply at the end of this particular enrollment period. A minimum of nine graduate hours must be completed after the student is admitted to candidacy. Failure to apply at the proper time may result in a delay in the conferral of the degree. In no case will a student be granted a master's degree at the spring commencement unless the application for admission to candidacy was accepted prior to the end of the first week of the spring semester. In no case will a student be granted a master's degree at the summer commencement unless the application for admission was accepted prior to the end of the first week of the first summer term. These specific dates are listed annually in the University's Graduate School Calendar of the Graduate Bulletin. The student must submit three typewritten copies of the admission to candidacy form, with an approved program of courses and the adviser's signature, to the Graduate School.

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

RATIONALE

Historically, the Graduate School at the University of Central Arkansas,

as well as schools across the country, has been philosophically committed to selective admission. For the first ten to fifteen years since the beginning of graduate programs at U. C. A. only those students were admitted who possessed an overall grade-point average of 1.500 on a 4.00 scale, or who could score a minimum of 750 points (later raised to 800) on the Aptitude Section of the Graduate Record Examination or a score of 450 for business students on the GMAT. This meant that only those people who could be admitted to a degree program were allowed to enroll in graduate classes at U. C. A. Obviously, many people who could profit in terms of upgrading skills were systematically excluded from that privilege.

A Special Student category was suggested by an accrediting team because in the opinion of the team the University was not meeting its commitment of service to the State. In an effort to accommodate those people who were ineligible for admission to a degree program, the Special Student category was initiated in the summer of 1974. This admission category allowed persons to enroll in graduate courses for self-improvement and as long as performance was maintained at the same level required of all graduate students they could continue to take courses. However, if they chose to study for a master's degree the only two options open to them were: (1) score 800 or above on the Aptitude Section of the GRE (or 450 on the GMAT in the case of MBA students), or (2) accumulate a 3.500 GPA on the first twelve graduate hours taken at U. C. A. and submit three recommendations from employers and teachers. Unfortunately, this category has not been completely satisfactory. Many of the faculty feel that it is discriminatory, since marginal students are expected to perform at a level higher than those students who were admitted with full qualifications.

Consequently, the Graduate Council began a study some time ago to seek a more equitable admission status for marginal students. As the discussion progressed it became necessary to address the problem of identification of students who were actively pursuing a degree as opposed to those students who were enrolled in classes for self-improvement and salary increments.

The attached document reports the deliberation of the Council in an effort to acknowledge and solve both problems. The major differences between the existing admission standards and the proposed standards are:

1. There are four distinct and well defined admission categories as opposed to three somewhat less well defined categories in the past.
2. The Special Student classification will become appropriate for students who have a 2.25 up to a 2.50 overall grade-point average. These students will be required to maintain a 3.00 G. P. A. on their first twelve hours. Failure to meet this standard will result in reclassification as a non-degree student.
3. Any student who has graduated from an accredited institution with a 2.00 overall grade-point average may be admitted to a non-degree status and take work for salary increment or self-improvement. However, should the student decide to become a candidate he/she must make a minimum of 800 points on the Aptitude Section of the GRE or 450 on the GMAT in the case of MBA students. If successful, only six (6) appropriate hours taken as a non-degree student may be counted toward fulfilling the requirements for the degree.
4. The Unclassified category will be used for people who meet all requirements for admission, but who are not committed to a specific program. If at a later date the student makes the decision to pursue a degree, any appropriate work taken while in this category may be counted towards fulfilling the degree requirements.

5. The Full Qualification category is self-explanatory. This category will be used for students who know what degree they wish to seek and who have all necessary qualifications to complete the degree.

The candidacy status is new with this proposal. The admission to candidacy is a step students must take in order to qualify as degree candidates. The student applies for this status when all course deficiencies have been made up and all exam scores submitted. In other words, after the student has been accepted by a department as a candidate for a degree in that academic area, the courses are identified and the student and adviser know which courses remain to be taken. This step will enable departments to do a better job of monitoring the progress of the degree candidates and consequently protect the integrity of the degree program. Additionally, a clearer picture of how many degree candidates are in any given program will enable the Council to do a more thorough job of planning.

A financial report as of May 31, 1978 was distributed and interpreted by Mr. Chester E. Daniels, Accounting Supervisor.

The following items were included in President Farris' report:

1. The university has been fully accredited by the National Council for the Accreditation of Teacher Education for all of its teacher education programs.

2. Four programs in vocational education have been certified by the State Board.

3. Pre-registration for fall, 1978, is up by 4 per cent over the comparable period last year.

4. All single student dormitory spaces were filled by June 1, 1978.

5. Blue Cross insurance premiums will be increased by 15 per cent effective July 1, 1978.

6. The National Association of Governing Boards will meet in Chicago October 30-31.

7. Nursing classes will be limited to forty students per each level of class.

8. A Chairman Elect and a Secretary will be elected at the August 16 meeting of the Board.

9. The administration will explore the possibility of leasing an automobile for the use of the President.

Mrs. Hammans made a motion that a new Bachelor of Business Administration Degree in Health Care Administration be approved. A second to this motion was made by Dr. Johnson and passed by unanimous vote.

Dr. Marvin De Boer, Vice President for Academic Affairs, described a new program in media-library science that will be established July 1, 1978. This new program will offer a master's degree in media and a minor in library science.

Upon motion made by Mr. Ahlf, seconded by Dr. Johnson, and passed by unanimous vote, executive session was declared for the purpose of considering personnel.

The following adjustments, appointments, early retirement, leaves of absence, resignations, and tenure as recommended by President Farris

were approved upon motion made by Mr. Ahlf, seconded by Mr. Jones, and passed by unanimous vote.

Adjustments:

1. Sheryl Ronchetto, Clerk-Steno I, not eligible for approved salary of \$6,136 until 11-17-78.
2. Janis Hotchkiss, Secretary I, not eligible for approved salary of \$6,786 until 8-3-78.
3. Ariambide Aurora, not eligible for approved salary of \$7,150 until 2-14-79.
4. Ann Thornton, Clerk-Steno I, not eligible for approved salary of \$6,136 until 8-15-78.
5. Debbie Edgmon, Clerk-Steno I, not eligible for approved salary of \$6,136 until 10-25-78.
6. R. H. Flynt, Public Safety Officer I, not eligible for approved salary of \$7,150 until 10-13-78.
7. Carol Sullivan, Secretary II, not eligible for approved salary of \$7,540 until 9-26-78.
8. Jeannie Beene, Clerk-Steno II, not eligible for approved salary of \$6,396 until 8-29-78.
9. Fred Trickey, Student Union Section Manager, not eligible for approved salary of \$6,786 until 1-19-79.
10. Joyce Hartle, Clerk-Typist I, not eligible for approved salary of \$5,954 until 1-23-79.
11. Maryann Wyers, Clerk-Steno I, recommended salary effective 7-1-78 is \$5,824; is eligible for approved salary of \$6,136 effective 1-3-79.
12. Charlotte Wagoner, Clerk-Steno II, recommended salary effective 7-1-78 is \$5,824; is eligible for approved salary of \$6,136 effective 10-1-78.
13. Phyllis Tyrrell, Secretary I, recommended salary effective 7-1-78 is \$6,422; not eligible for approved salary of \$6,786 until 8-16-78.
14. Donna Washko, Library Technical Assistant I, recommended salary effective 7-1-78 is \$5,824; not eligible for approved salary of \$6,136 until 9-9-78.
15. Doris Harvey, Secretary I, recommend salary change from \$6,422 to \$6,786 effective 7-1-78.
16. Carol Putnam, Secretary I, recommend salary change from \$6,422 to \$6,786 effective 7-1-78.
17. Jewel Johnson, Data Input Operator I, recommend salary change from \$8,372 to \$8,398 effective 7-1-78.
18. Carol Stephens, Secretary II, recommend salary change from \$6,331 to \$6,786 effective 7-1-78.
19. Sharon Lessenberry, change classification from Secretary I @ \$6,786 to Computer Operator I @ \$7,202 effective 4-1-78.
20. Stewart Snider, Bookstore Manager, recommend salary change from \$13,000 to \$14,482 effective 7-1-78.
21. Jerry White, Assistant Bookstore Manager, recommend salary change from \$10,348 to \$10,920 effective 7-1-78.
22. Steve Hayes, Assistant Director of Physical Plant, recommend salary change from \$12,324 plus house and utilities on campus to \$13,000 plus house and utilities on campus effective 7-1-78.

Appointments:

1. L. R. Huff, Instructor of Mathematics, effective 8-15-78 @ \$1411.11 per month (9 months).
2. Michael Moore, Assistant Professor of Accounting, effective 8-15-78 @ \$2111.11 per month (9 months).
3. Kenny D. Dillion, Public Safety Officer I, effective 4-10-78 @ \$565.50 per month (12 months).
4. Michele A. Warren, Associate Professor of Nursing, effective 8-15-78 @ \$1750.00 per month (12 months).
5. E. R. Hopkins, Part-time Professor of Education, effective 8-15-78 @ \$333.33 per month (9 months).

6. Joseph Arn, Assistant Professor of Vocational Teacher Education, effective 7-1-78 @ \$1583.33 per month (12 months).
7. Donna S. Smith, Instructor of Accounting, effective 8-15-78 @ \$1450.00 per month (9 months).
8. Ken Ottenbacher, Assistant Professor of Occupational Therapy, effective 8-15-78 @ \$1500.00 per month (9 months).
9. Carl Anthony, Assistant Professor of Music, effective 8-15-78 @ \$1388.88 per month (9 months).
10. Susan Shaffer, Instructor of Home Economics, effective 8-15-78 @ \$1388.88 per month (9 months).
11. Bennie T. Battles, Public Safety Officer I, effective 5-4-78 @ \$565.50 per month (12 months).
12. Elizabeth Carter, Postmistress, effective 7-1-78 @ \$682.50 per month (12 months).
13. Kathy L. Martin, Instructor of Nursing, effective 8-15-78 @ \$1442.00 per month (9 months).
14. Fikremariam Hampo Boghossian, Assistant Professor of Management, effective 8-15-78 @ \$1750.00 per month (9 months). This is a one-year appointment.
15. Homer E. Howell, Assistant Bookstore Manager, effective 7-10-78 @ \$773.50 per month (12 months).
16. Magid Abou-Gharbia, Assistant Professor of Chemistry, effective 8-15-78 @ \$1500.00 per month (9 months). This is a one-year appointment.

Early Retirement:

1. Dorothy Finklea, Assistant Professor of Journalism, effective 5-15-78.

Leaves of Absence:

1. Sandra Rush, Instructor of Nursing, 1978-79 academic year without pay.
2. Gladys Sachse, Associate Professor of Library Science and Assistant Librarian, 2nd summer term, 1978, without pay.

Resignations:

1. Calvin D. Robinette, Public Safety Officer, I, effective 3-17-78.
2. Isa Ludy, Part-time Assistant Professor of Special Education, effective 5-15-78.
3. E. E. Griffin, Professor & Chairman, Department of Biology, effective 6-30-78.
4. Glenda Brown, Instructor of Nursing, effective 5-15-78.
5. Gary Sigler, Public Safety Officer I, effective 5-5-78.
6. Joel F. Hawkins, Instructor of Accounting, effective 5-15-78.
7. Christine Warfield, Instructor of Nursing, effective 5-15-78.
8. Lyndell Weaks, Instructor & Chairman, Department of Respiratory Therapy, effective 5-31-78.
9. Sue Weitz, Associate Dean of Students, effective 6-41-78.
10. Joe Zug, Instructor of Accounting, effective 5-15-78.

Tenure:

1. Clark Kelly, Assistant Professor of Music.

Open meeting was declared upon motion made by Mr. Jones, seconded by Mr. Ahlf, and passed by unanimous vote.

Adjustments, appointments, early retirement, leaves of absence, resignations, and tenure as recommended by President Farris in executive session were approved upon motion made by Mr. Ahlf, seconded by Mrs. Jones, and passed by unanimous vote.

Mr. Ahlf made a motion that the low bid in the amount of \$54,125 as submitted by Conway Asphalt Company for a new track be accepted. Motion further stipulated that the administration explore the possibility of increasing this

new track to eight lanes at a future date. A second to this motion was made by Mrs. Hammans and passed by unanimous vote.

Motion was made by Dr. Johnson that an additional \$12,000 be approved for boilers in Wingo and McAlister Halls, that various instructional equipment, a trash truck, and a front-end loader and backhoe be purchased from year-end balances. A second to this motion was made by Mrs. Hammans and passed by unanimous vote.

Dr. Johnson made a motion that the 1978-79 operating budget as presented by Mr. B. W. Horton, Vice President for Business Affairs, be approved. A second to this motion was made by Mr. Jones and passed by unanimous vote.

A motion was made by Mrs. Hammans, seconded by Dr. Johnson, and passed by unanimous vote approving the 1979-81 appropriation request.

The following capital construction priorities and renovation projects, with preliminary cost estimates, were approved upon motion made by Mr. Ahlf, seconded by Mr. Jones, and passed by unanimous vote:

Capital Construction Projects

1. Vocational Education Building - \$2,810,000
2. Maintenance Building - \$1,243,200
3. Student Center (addition to and renovation of) - \$2,610,000

Renovation Projects

1. Irby Building - \$290,000
2. Main - \$290,000
3. Old Gymnasium - \$348,000
4. Commons Cafeteria - \$406,000.

Mrs. Hammans made a motion that the following policy changes in continuing education be approved. A second to this motion was made by Mr. Jones and passed by unanimous vote:

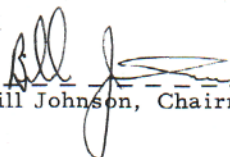
That effective January 1, 1979 registration fees for enrollment in correspondence courses be increased to \$20 per semester hour for Arkansas residents and \$25 per semester hour for non-Arkansas residents.

That effective January 1, 1979 the remuneration for grading correspondence courses be increased to \$10 per semester hour.

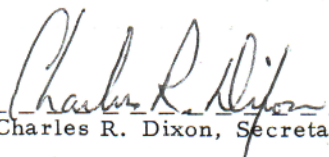
That effective August 15, 1978 a processing fee of \$5 be assessed for each student registering in credit classes through continuing education.

That effective August 15, 1978 the remuneration for teaching credit classes through continuing education as an overload assignment or by adjunct faculty be increased to \$300 per semester hour.

There being no further business to come before the Board, the meeting was adjourned.



Bill Johnson, Chairman



Charles R. Dixon, Secretary