

The University of Central Arkansas Board of Trustees convened in a regularly scheduled meeting at 10:00 a.m., December 12, 2014, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present:

| | |
|-------------|----------------------|
| Chair: | Ms. Kay Hinkle |
| Vice Chair: | Mr. Brad Lacy |
| Secretary: | Ms. Shelia Vaught |
| | Mr. Bunny Adcock |
| | Ms. Elizabeth Farris |
| | Mr. Victor Green |
| | Mr. Bobby Reynolds |

INTRODUCTIONS

President Courtway introduced Kelsy Jones, Miss UCA.

REPORTS

Diane Newton, vice president of finance and administration, gave a financial update, which included the financial report and a power point presentation. Both are attached to the original minutes.

Bunny Adcock, chair of the Audit and Finance Committee, briefed the trustees on the audits that were reviewed and accepted by the committee.

Steve Runge, provost and executive vice president for academic affairs, presented the institutional report card, which is attached to these minutes.

President Courtway updated the board on the Donaghey project. He also reported to the board about selling 40 acres on Woodson Lateral Road that the university owns.

Dates for regularly scheduled 2015 board meetings were set. They are as follows:

- February 13
- March 31 – April 1 retreat
- April 24 budget workshop
- May 15
- August 21
- October 9
- December 11

Kay Hinkle, as chair of the board and in accordance with Board Policy No. 607, allocated \$25,000 to be disbursed as follows (letter attached to these minutes):

- \$18,000 to be distributed as follows:
 - \$3,000 to each of the five sorority houses; and

- \$3,000 to the NPHC sororities
- \$7,000 to the Student Government Association

MINUTES

Minutes of the October 10, 2014 board meeting were unanimously approved as submitted upon motion by Shelia Vaught and second by Bunny Adcock.

ACTION AGENDA

Fee Waiver – Employees - Board Policy No. 623

Board Policy No. 623, Fee Waiver – Employees, has been revised at the request of the Faculty Senate to extend the discount for graduate courses to the **spouses of employees**. This will provide an additional benefit to employees and an additional opportunity to spouses at a minimal cost to the university. The language to be deleted is stricken through, and language to be added is highlighted.

The following resolution was unanimously adopted upon motion by Bobby Reynolds and second by Elizabeth Farris:

“BE IT RESOLVED: That the Board of Trustees approves the following revisions to Board Policy No. 623, Fee Waiver - Employees, as attached to this resolution, and the changes set forth shall be effective from and after this date.”

**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy

Number: 623

Subject: Fee Waiver – Employees

Date Adopted: 04/6 04/67 Revised: Passim - most recent 02/14 12/14

Undergraduate and Graduate Registration Discount Program

As referenced in IRC Sections 117(d) and 127, UCA has established a tuition remission program for eligible employees and their spouses and dependents. The purpose of this policy is to provide guidelines for the use of the fee discount program. Registration discounts are designed to support the professional educational development of UCA employees and to provide an additional opportunity for the spouses and dependents of UCA employees to attain their individual educational goals.

Costs and eligibility will be based upon the registration fee schedule in place for the semester in which the initial enrollment occurs, subject to any overall registration guidelines or changes adopted by the Board of Trustees. The discount on required fees applies only to the facility fee, co-op fee, Student Center fee, HPER fee, athletic fee, technology fee and Fine and Performing Arts fee. The discount will not apply to any future student-initiated fees. The discount may not be used in conjunction with other university fee reductions or discounts or with other university-sponsored tuition scholarships. The discount will not apply to study-abroad programs. However, the fee-waiver discount may be used in conjunction with state-funded scholarships (ADHE-administered scholarships) and/or private scholarships and assistance.

Eligibility and Restrictions

Only courses taken for college credit qualify for the discount.

Eligibility is restricted to full-time, benefits-eligible employees and the spouses and dependent children of those employees. This includes benefits-eligible employees and his/her spouse and dependent children where the employee is regarded as benefits-eligible for the purposes of this policy and paid from outside funding sources (e.g. Military Science). Members of the Board of Trustees, their spouses and dependent children are not eligible for the fee waiver.

The fee remission for employees, spouses, and dependent children will commence with the beginning of the next semester or term after the date of employment. For example, if an employee's hire date is October 1, their fee-remission privileges will begin at the start of the spring semester.

Employees

During normally-assigned work hours, employees may take no more than six credit hours in the fall and/or spring semesters and no more than three credit hours during each summer term.

The first three credit hours taken during assigned work hours will not require any leave time. If the employee so chooses, the employee may, during the fall and spring semesters, take an additional class of up to three credit hours during his/her lunch period. Time off for courses taken during normal work hours, including the lunch period, must be approved by the employee's supervisor and department manager. Efforts should be made to schedule courses at times that will least interfere with heavy seasonal workloads or exceptionally busy periods of the workday.

Children

Children are defined as the unmarried children of benefits-eligible employees or the unmarried dependents for whom the employee is the legal guardian, who are under age 25 and who may be claimed as dependents for federal tax purposes by that employee. An employee may receive a fee waiver for a child meeting the aforementioned definition of children through and including the semester in which the child turns age 25.

Costs

Employees, the spouses of employees, and/or the children of employees will pay an amount equal to 20% of regular in-state registration and applicable eligible fees for undergraduate courses.

Employees **and the spouses of employees** will pay an amount equal to 20% of the regular in-state registration and applicable eligible fees for graduate courses.

Graduate degree fee discounts are not available for **the spouses or children of employees**.

If an employee resigns or otherwise moves from benefits-eligible employment during a semester in which the employee, spouse and/or dependent discount is used, the employee must pay a prorated portion of the regular registration and fees represented by the period of time remaining in that semester.

Exceptions

If an employee dies or becomes disabled (as determined by the university's disability insurer) during a semester in which the employee, a spouse or dependent is receiving the discount, the disabled employee and/or the surviving spouse and/or dependent will continue their eligibility as if that employee was still eligible and with all other guidelines and restrictions remaining.

Spouses and dependents who are not receiving the discount at the time of the employee's death or disability will be eligible for the discount for five years from the date of death or disability.

Contract Approval Procedures – Board Policy No. 416

Pursuant to Board Policy No. 416, Contract Review Procedures, the administration must seek board approval for (i) any contract that will require the university to expend funds, at any time, in excess of \$250,000; or (ii) any contract with a term exceeding one year, unless the Office of General Counsel certifies, in writing, that the contract may be terminated by the university on the giving of written notice of 90 days or less.

The administration is seeking board approval for the following contracts:

University of Central Arkansas and 4 Hims, LLC
University of Central Arkansas and Ellucian Company LP

The following resolution was unanimously adopted upon motion by Bunny Adcock and second by Victor Green:

“BE IT RESOLVED: That the Board of Trustees authorizes the administration to enter into contracts with the companies listed above.”

**UNIVERSITY OF CENTRAL ARKANSAS
REASON FOR REQUIRING BOARD REVIEW AND ACTION
(Board Policy #416)
Contract with a term of more than one year**

SUMMARY

1. **Parties:** 4 Hims, LLC (“Lessor”) and University of Central Arkansas (“Lessee”).
2. **Purpose:** Amendment to the lease for office space at 2125 College Avenue. The university is currently leasing 3,150 square feet for \$3,100 per month, which will be used for the Purchasing Office. The 1,350 square foot suite adjacent to our current space is now vacant.
3. **Term:** The term of the existing lease is seven years, from August 1, 2014, until July 31, 2021.
4. **University Funds to be paid:** The university will pay an additional \$1,350 a month for a total of \$16,200 per year for the additional 1,350 square feet.
5. **Funds Received:** None
6. **Public Bid/Purchasing Approval:** No bid or purchasing requirements involved.

7. Special Provisions/Terms/Conditions: Lease was drafted by and requires the approval of the Arkansas Building Authority.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: November 19, 2014

**UNIVERSITY OF CENTRAL ARKANSAS
REASON FOR REQUIRING BOARD REVIEW AND ACTION
(Board Policy #416)**

Contract involving more than \$250,000 and with a term of more than one year

SUMMARY

1. Parties: Ellucian Company LP and University of Central Arkansas.
2. Purpose: Purchase of the Recruiter module to integrate recruiting and admissions functions with existing Banner system. The system will allow configurable, integrated online applications for domestic and international admissions, campus visit scheduling, web-based event registration management, rapid student lookup, communication history management, and development and management of personalized emails with real-time tracking of response rates. The system will also provide individual recruiter key performance indicators and territory management.
3. Term: 5 years.
4. University Funds to be paid: The university will pay \$299,430 in year one for initial implementation, training, and maintenance plus expenses for Ellucian staff traveling to campus to deliver professional services; maintenance costs for year two through five will be between \$28,980 and \$33,547 per year.
5. Funds Received: None.
6. Public Bid/Purchasing Approval: No bid or purchasing requirements involved.
7. Special Provisions/Terms/Conditions: None.
8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: December 3, 2014

Academic Calendar and Critical Dates–Fall 2016 through Summer 2018

The academic calendar covering the period fall 2016 through summer 2018 has been reviewed by the University Calendar Committee and has been recommended by all appropriate academic administrators.

The administration requests the authority to make minor adjustments in the calendar as necessary.

The following resolution was unanimously adopted upon motion by Shelia Vaught and second by Elizabeth Farris:

“BE IT RESOLVED: That the attached schedule, which includes the Academic Calendar and Critical Dates, is hereby approved, and the administration is authorized to make minor adjustments as necessary.”

Academic Calendar

FALL SEMESTER 2016

| | |
|------------------------------|--|
| August 18, Thursday | Instruction begins - day and evening classes |
| September 5, Monday | Labor Day Holiday |
| October 13-16, Thurs – Sun | Fall Break |
| November 23, Wednesday | Thanksgiving Break (No classes. University offices open) |
| November 24-27, Thurs – Sun | Thanksgiving Holiday (University closed) |
| December 2, Friday | Study Day |
| December 3, Saturday | Final Exams - Saturday classes |
| December 5-9, Mon – Fri | Final Examinations - day and night classes |
| December 10, Saturday | Winter Commencement |

WINTER INTERSESSION

| | |
|----------------------------|---|
| December 12, Monday | Instruction begins for Winter Intersession |
| December 31, Saturday | Final exams for Winter Intersession |

SPRING SEMESTER 2017

| | |
|-----------------------------|---|
| January 12, Thursday | Instruction begins - day and evening classes |
|-----------------------------|---|

January 16, Monday

March 19-26, Sun-Sun

April 28, Friday

April 29, Saturday

May 1-5, Mon-Fri

May 6, Saturday

Martin Luther King, Jr. Holiday

Spring Break

Study Day

Final exams – Saturday classes

Final exams – day and night classes

Spring Commencement

SUMMER 2017

May 15, Monday

Instruction begins for May Intersession and 13-Week Summer Session classes

May 29, Monday

Memorial Day Holiday

June 2, Friday

Final examinations for May Intersession classes

June 5, Monday
Session

Instruction begins for 1st Five Week Summer and 10-Week Summer Session classes

July 4, Tuesday

Independence Day Holiday

July 7, Friday

Final examinations for 1st Five Week Summer Session

July 10, Monday

Instruction begins for 2nd Five Week Summer Session classes

August 11, Friday

Final examinations for 13-Week Summer Session classes, 10-Week Summer Session classes, and 2nd Five-Week Summer Session classes

August 11, Friday

Summer Commencement

Academic Calendar

FALL SEMESTER 2017

August 24, Thursday

Instruction begins - day and evening classes

September 4, Monday

Labor Day Holiday

October 19-22, Thurs – Sun

Fall Break

November 22, Wednesday

Thanksgiving Break (No classes. University offices open)

November 23-26, Thurs – Sun

Thanksgiving Holiday (University closed)

December 8, Friday

Study Day

December 9, Saturday

Final Exams - Saturday classes

December 11-15, Mon – Fri

December 16, Saturday

Final Examinations - day and night classes

Winter Commencement

WINTER INTERSESSION

December 18, Monday

January 6, Saturday

Instruction begins for Winter Intercession

Final exams for Winter Intercession

SPRING SEMESTER 2018

January 11, Thursday

January 15, Monday

March 18-25, Sun-Sun

April 27, Friday

April 28, Saturday

April 30-May 4, Mon-Fri

May 5, Saturday

Instruction begins - day and evening classes

Martin Luther King, Jr. Holiday

Spring Break

Study Day

Final exams – Saturday classes

Final exams – day and night classes

Spring Commencement

SUMMER 2018

May 14, Monday

May 28, Monday

June 1, Friday

June 4, Monday
Session

July 4, Wednesday

July 6, Friday
Session

July 9, Monday

August 10, Friday

August 10, Friday

Instruction begins for May Intercession and 13-Week Summer Session classes

Memorial Day Holiday

Final examinations for May Intercession classes

Instruction begins for 1st Five Week Summer and 10-Week Summer Session classes

Independence Day Holiday

Final examinations for 1st Five Week Summer

Instruction begins for 2nd Five Week Summer Session classes

Final examinations for 13-Week Summer Session classes, 10-Week Summer Session classes, and 2nd Five-Week Summer Session classes

Summer Commencement

New Baccalaureate Program: BA/BS in Anthropology

The Department of Sociology has proposed the establishment of a baccalaureate program (students may choose to pursue the BA or the BS degree) in anthropology, building on the popularity of the department's existing minor in anthropology. The objectives of the new program include the following expectations for its graduates:

1. to provide a broad anthropological understanding of the interrelationships between culture and biology that underlie human behavior;
2. to promote an awareness and comparative understanding of cultural diversity around the world and within our own communities;
3. to develop the methodological, analytical, and theoretical tools to study and understand human behavior, past or present; and
4. to provide students with experiences in the areas of research, independent study, internships, and/or other forms of hands-on academic and professional development

The proposed degree program (BA/BS) will require a total of 120 semester credit hours, with a minimum of 33 semester credit hours in the anthropology major.

The department has demonstrated strong student interest in the major, and the proposal has received written support from Dr. George Sabo III, Director of the Arkansas Archeological Survey, and Dr. Peter S. Ungar, Distinguished Professor and Chair of Anthropology at the University of Arkansas at Fayetteville.

The program will require minimal additional financial resources for initial implementation (less than \$5,000 for instructional materials). If the major grows as projected (approximately eight new UCA students attributable to the program each year), the department estimates that it will need an additional faculty position in year two (salary approximately \$54,000) and a second additional faculty member at a similar salary in year three. Given enrollment projections, new revenue attributable to the program is expected to be more than \$110,000 the first year and to exceed \$243,000 the third year.

The new program will require the development of three new courses in the department.

All appropriate university councils and administrators have recommended approval of the BA/BS in Anthropology.

The following resolution was unanimously adopted upon motion by Bunny Adcock and second by Victor Green:

“BE IT RESOLVED: That the Board of Trustees hereby approves the BA/BS Program in Anthropology.”

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

Department Sociology Date 3-25-14

Program level: UNDERGRADUATE GRADUATE
 Program type: New degree program New certificate program
 New option/existing program New minor program

Bulletin title of program (brief):
BA/BS in Anthropology

Brief description of program (attach additional documentation as required):

Anthropology is the holistic, cross-cultural study of humans and their near relatives through time and space. As a field of inquiry, anthropology endeavors to understand and explain the origin and evolution of humankind, the lifeways and symbolic systems of both past and contemporary peoples, and the multiple and complex ways that humans create meaning in the world. The study of anthropology promotes awareness and understanding of human variation on a global scale, as well as sensitivity to gender, racial, ethnic, and cultural diversity within the United States. Through the study of other cultures and their meaning systems, students will learn to develop critical self-awareness about their own cultural beliefs and practices.

Attachments: P-1 proposal; 8-semester sample degree plan; program assessment plan; letters of support and email correspondence.

Proposed effective date for new program (term and year): Fall 2015

| Program recommended by | | | |
|---|-----------------|--------------------------------|----------------|
| <u>Janet K. Wilson</u> | <u>4-2-2014</u> | Professional Education Council | Date |
| Department Curriculum Committee | Date | | |
| <u>Cheryl Lucas</u> | <u>4/3/14</u> | General Education Council | Date |
| Director of Assessment | Date | | |
| <u>John Toth</u> | <u>4-3-14</u> | <u>Paul Smith</u> | <u>8-19-14</u> |
| Department Chair | Date | Undergraduate Council | Date |
| <u>[Signature]</u> | <u>4/15/14</u> | Graduate Council | Date |
| College Curriculum & Assessment Committee | Date | | |
| <u>[Signature]</u> | <u>9/17/14</u> | <u>[Signature]</u> | <u>8-3-14</u> |
| College Dean | Date | Council of Deans | Date |

| Program approved by | Program recorded by |
|---------------------|---|
| <u>[Signature]</u> | <u>[Signature]</u> |
| Provost | Undergraduate/Graduate Studies, Registrar |
| <u>9/5/2014</u> | Date |
| Date | Date |

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

Curriculum Outline for the BA/BS in Anthropology

The major in anthropology will require a minimum of 33 hours; the degree (BA/BS) requires a total of 120 semester credit hours. The department has numerous existing anthropology courses that were created when the minor was developed. The program will be divided into core-required courses, elective major courses, and optional elective courses; students may take up to 6 hours of optional class work. Underlined courses represent new courses that the department will develop when the program is approved.

Required Anthropology Core Courses (15 hours)

| | |
|-----------|--|
| ANTH 1302 | Introduction to Anthropology |
| SOC 2321 | Social Statistics ¹ |
| ANTH 33XX | <u>Anthropology Research Methods²</u> |
| ANTH 4380 | Anthropological Theory |
| ANTH 43XX | <u>Seminar/Practicum</u> |

Elective Major Courses (12–18 hours)

| | |
|---------------------|--|
| ANTH 2310 | Biological Anthropology ³ |
| ANTH 2300 | Peoples and Cultures |
| ANTH 2325 | Archaeology of North America ³ |
| ANTH 3300 | Regional Anthropology |
| ANTH 3310 | Magic, Religion, and Witchcraft |
| ANTH 3315 | Native American Cultures |
| ANTH 3320 | Intentional Communities and Culture Change |
| ANTH 3340 | Environmental Anthropology |
| ANTH 3350 | Museum Anthropology |
| ANTH 3360 | Anthropology Travel Seminar |
| ANTH 4190/4290/4390 | Selected Problems in Anthropology |
| ANTH 4370 | <u>Internship in Anthropology</u> |
| ANTH 4395 | Special Topics |

Optional Elective Courses (0–6 hours)

| | |
|-----------|---------------------------------|
| GEOG 1320 | Introduction to Human Geography |
| LING 3325 | Sociolinguistics |
| SOC 3310 | Racial and Ethnic Relations |
| SOC 3361 | Gender Roles |

Board Elections

Officers

The following officers were elected for 2015 upon motion by Bunny Adcock and second by Victor Green:

- Brad Lacy, Chair
- Shelia Vaught, Vice Chair
- Elizabeth Farris, Secretary

Strategic Planning and Resource Council – Board Appointment

The Strategic Planning and Resource Council’s membership requires one trustee be elected by the board to serve a one-year term on the Council.

The following resolution was unanimously adopted upon motion by Elizabeth Farris and second by Bunny Adcock:

“BE IT RESOLVED: That Kay Hinkle is hereby appointed to serve on the Strategic Planning and Resource Council through December 2015.”

President’s Residence Advisory Committee - Board Policy No. 209

Board Policy No. 209 established the President’s Residence Advisory Committee. It is an advisory committee to the Board of Trustees and is charged with responsibility to review any proposed architectural, structural or landscaping changes to the president’s house and surrounding grounds; and as part of such review, the committee is to consider the costs involved and the sources/uses of any funds to be expended.

The board must fill two positions on the committee. One is a board member to replace Trustee Shelia Vaught. The other is one of the three at-large positions appointed by the Board, and currently held by Mr. Georg Andersen to expire on December 31, 2014.

The following resolution was unanimously adopted upon motion by Bobby Reynolds and second by Shelia Vaught:

“BE IT RESOLVED: That Victor Green, a member of the University of Central Arkansas Board of Trustees is hereby appointed as the board’s representative to the President’s Residence Advisory Committee to serve for a term of one year beginning January 1, 2015; and

BE IT FURTHER RESOLVED: That Georg Andersen is hereby appointed by the Board of Trustees to serve on the President’s Residence Advisory Committee, for a term of three years beginning January 1, 2015.”

Audit and Finance Committee - Board Policy No. 213 (Election of One Member for 2015)

Board Policy No. 213 established an Audit and Finance Committee of the Board of Trustees.

The Audit and Finance Committee is composed of three members of the board. Under the board policy, the UCA Office of Internal Audit reports directly to the Audit and Finance Committee, and then to the UCA Board of Trustees.

Pursuant to Policy No. 213, for calendar year 2013 and years thereafter, the Board of Trustees is to select one person to serve a one-year term on the Audit Committee. **It is necessary for the Board of Trustees to elect one person to serve a one-year term on the Audit and Finance Committee (for calendar year 2015).**

The other appointments to the Audit and Finance Committee are (a) the board appointment made in January of the applicable year by the Governor of the State of Arkansas to a full seven-year term on the Board of Trustees and such person shall serve a two-year term on the Audit and Finance Committee and (b) the continuing member from the prior year.

Currently, Mr. Adcock is the chair of the Audit and Finance Committee; Ms. Farris is serving due to her appointment to the Board in January 2014 and will continue for 2015; and Ms. Vaught was elected as the board’s appointee for 2014.

The policy also provides that any elections by the Board of Trustees shall occur at the last board meeting of each calendar year with such persons taking office on the first day of the following calendar year.

It is necessary for the board to select one of its members to serve on the Audit and Finance Committee for 2015. The other two members of the Audit and Finance Committee for 2015 will be (a) Ms. Farris, who will serve a second year and (b) the trustee appointed by the Governor of Arkansas in January 2014 for a full seven-year term.

The following resolution was unanimously adopted upon motion by Bunny Adcock and second by Elizabeth Farris:

“BE IT RESOLVED: That Bobby Reynolds is hereby selected to serve as a member of the Audit and Finance Committee for calendar year 2015.”

Naming University Facilities – Board Policy No. 402

Dee Brown Memorial Garden: Naming and Monument

Mr. Dorris Alexander “Dee” Brown graduated from Arkansas State Teachers College in 1931 and began a long career as a university librarian and author of more than 30 works, most significantly *Bury My Heart at Wounded Knee*, published to great acclaim in 1970. Subsequently translated into numerous languages, *Bury My Heart at Wounded Knee* is the only book by an Arkansan named on the *New York Public Library’s Books of the Century* list of the most significant books to be published in the 20th century. This and many other of Brown’s books prompted a thorough reconsideration among historians of the nineteenth-century “Indian wars” and period of westward expansion – work that is still underway today. In 1988, Dee Brown was named a Distinguished Alumnus of the University of Central Arkansas (UCA).

In July 2007, UCA administrators approved the creation and naming of the Dee Brown Memorial Garden, and space was in fact set aside – south of the physical therapy building and west of Laney Hall – and named for Brown. This space became a vibrant flower, herb, and vegetable garden that lent itself to pedagogical and research activities. When construction of Bear Hall was undertaken, the garden had to be moved and now resides south of Bear Hall and directly behind Arkansas Hall, in the ell created by that building. It continues to support annual educational initiatives.

Dr. Allison Wallace and Dr. Harry Readnour, prime movers of the naming of the original Dee Brown Memorial Garden, have proposed that the garden be permanently named and that a monument be erected in the garden, with an appropriate inscription commemorating this internationally renowned Arkansan and distinguished UCA alumnus. Private funds have been raised to pay for the monument, including its transportation and installation.

All appropriate administrators have recommended approval of the proposal.

The following resolution was unanimously adopted upon motion by Elizabeth Farris and second by Bobby Reynolds:

“BE IT RESOLVED: That the Board of Trustees hereby approves the naming of the Dee Brown Memorial Garden.

BE IT FURTHER RESOLVED: That the Board of Trustees approves the erection of a Dee Brown Commemorative Marker on the garden site.”

Chemistry Building

In accordance with Board Policy No. 402, Naming University Facilities, the president recommends the following naming designation in recognition of significant and meritorious contributions to the university by Dr. Jerry Manion.

Dr. Jerald “Jerry” M. Manion spent nearly fifty years at UCA as a professor, mentor, friend, and the ambassador for UCA chemistry. The list of students and colleagues influenced by Jerry is too large to mention, but he touched the lives of people all across the country. Jerry’s love of learning and love of science were constant, and he exemplified what all faculty want to achieve. This enthusiasm to continuously learn and share new knowledge was a hallmark of his chemistry demonstration shows given throughout his time at UCA for kids from elementary school to college and all over Arkansas. Many were both turned onto science and turned into scientists because Jerry did his job very well.

Jerry obtained a B.S. in Chemistry from Harding University in 1962 and a Ph.D. in Organic Chemistry from the University of Mississippi in 1965. He started work at Arkansas State Teachers College in 1965 as chair of the newly formed Department of Chemistry. Jerry served as chair of the department until 1992. At the time of his death, July 18, 2014, Jerry was the longest serving professor in the history of UCA having served 49 years. He also served three terms as faculty senate president and was the 1999 UCA Public Service Award winner. Jerry played the 5-string banjo and was a founding member of “The Professors” bluegrass band. In 2010, alumni honored Jerry with an endowed departmental award bearing his name and given annually to the outstanding chemistry student.

Laney Hall, named after Governor Benjamin T. Laney, was built in 1994 and is the current home of the Chemistry Department. Because of the distinguished service of Dr. Jerald “Jerry” M. Manion to the university the president proposes that the name of Laney Hall be re-named as Laney-Manion Hall.

The following resolution was unanimously adopted upon motion by Kay Hinkle and second by Bunny Adcock:

“BE IT RESOLVED: that the Board of Trustees hereby approves the re-naming of Laney Hall to Laney-Manion Hall.

Resolution

Brad Lacy made a motion asking that President Courtway prepare a resolution to be presented at the February, 2015 meeting thanking Kay Hinkle for her service as chair. The motion was seconded by Bobby Reynolds and was unanimously adopted by the Board.

NOTIFICATIONS/DELETIONS

Notification: Reconfiguration of the BA and BS in Sociology

The Department of Sociology has proposed the reconfiguration of the existing BA/BS in Sociology, which includes a concentration in criminology, to create a self-standing BA/BS in Criminology and a minor in criminology. The existing BA/BS in Sociology will remain in place.

The decision to reconfigure was based on the following considerations: (1) expressed interest among students and current demand for the criminology concentration; (2) faculty expertise and interest in criminology; and (3) consistent occupational demand for graduates with a solid liberal-arts-based background in criminology. The proposed criminology program has garnered the support of local police chiefs A. J. Gary and Larry K. James, and the UALR criminology faculty has indicated their support.

The new BA/BS in Criminology degree program will require a minimum of 39 semester credit hours in the major. Both the BA and the BS will require a total of 120 semester credit hours. The new minor program will require a minimum of 21 semester credit hours. The major and minor will require development of nine new courses.

No new resources are required to implement the criminology major and minor.

All appropriate councils and administrators have recommended approval of this reconfiguration, and the provost and president have approved it.

Supporting materials (following pages): (1) Curriculum Form 3, (2) organizational diagram of programs in the department, (3) curriculum outlines of the new major and minor.

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

Department Sociology Date 3-25-14

Program level: UNDERGRADUATE GRADUATE
 Program type: New degree program New certificate program
 New option/existing program New minor program

Bulletin title of program (brief):
BA/BS in Criminology

Brief description of program (attach additional documentation as required):

Criminology is an interdisciplinary academic field that promotes an awareness and understanding of the social causes and consequences of crime in local, national, and international settings. The field is rooted in the liberal arts generally and sociology specifically. Criminology, as it is known today in the United States, took shape within the discipline of sociology during the 1930s at the University of Chicago (American Sociological Association, 2010). The lessons of that time, and the work of current theorists and researchers, provide "the fundamental insight of the sociological study of crime—that people who commit crimes, the crimes they commit, and society's response to those actions, cannot be fully understood except in the context of the larger system of relations in which they are located" (American Sociological Association, 2010, p. 16). The study of criminology requires an awareness and understanding of a variety of social forces, including issues of gender, race and ethnicity, social class, and other contextual forces.

Reference: American Sociological Association. (2010). Report of the ASA task force on sociology and criminology programs.

Attachments: P-1 proposal; 8-semester sample degree plan; program assessment plan; letters of support and email correspondence.

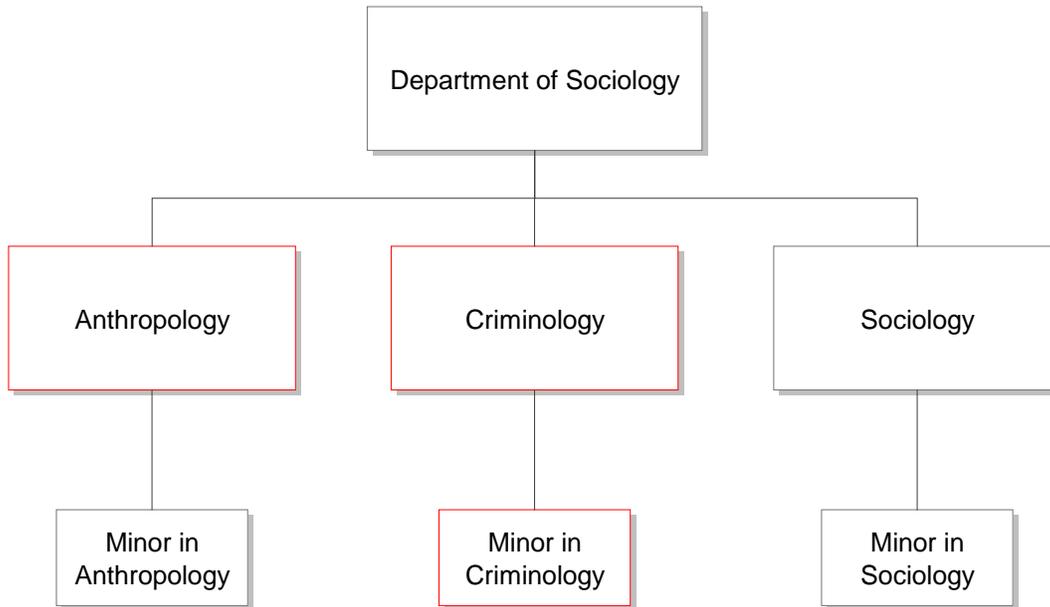
Proposed effective date for new program (term and year): Fall 2015

| | | | |
|---|-----------------|--------------------------------|----------------|
| Program recommended by | | | |
| <u>Jane K Wilson</u> | <u>4-2-2014</u> | Professional Education Council | Date |
| Department Curriculum Committee | Date | | |
| <u>Wendy Lucas</u> | <u>4/3/14</u> | General Education Council | Date |
| Director of Assessment | Date | | |
| <u>John Todd</u> | <u>4-3-14</u> | <u>John Todd</u> | <u>8-19-14</u> |
| Department Chair | Date | Undergraduate Council | Date |
| <u>[Signature]</u> | <u>4/15/14</u> | Graduate Council | Date |
| College Curriculum & Assessment Committee | Date | | |
| <u>[Signature]</u> | <u>4/17/14</u> | <u>[Signature]</u> | <u>9-3-14</u> |
| College Dean | Date | Council of Deans | Date |

| | |
|----------------------------|---|
| Program approved by | Program recorded by |
| <u>[Signature]</u> | <u>[Signature]</u> |
| Provost | Undergraduate/Graduate Studies, Registrar |
| <u>9/5/2014</u> | Date |
| Date | |

Organization of Programs in the Department of Sociology

This organizational chart includes, in addition to this reorganization, a separately submitted proposal for new BA/BS programs in Anthropology. Elements outlined in red are new elements in the chart as a result of the reorganization and the new program proposal.



Curriculum Outline: Major in Criminology (39 semester credit hours)

New courses are indicated by underlined titles.

Criminology major core: required courses (18 hours):

| | |
|--------------------|---|
| SOC 1300 | Principles of Sociology |
| CRIM 2300 | <u>Foundations of Criminal Justice</u> |
| SOC 2321 | Social Statistics |
| SOC 3320 | Social Research Methods |
| SOC 3370/CRIM 3370 | <u>Criminological Theory and Practice</u> |
| CRIM 4360 | <u>Seminar/Practicum</u> |

Elective major courses (15–21 hours):

| | |
|---------------------|---|
| SOC 2361 | Deviance and Society |
| SOC 3371/CRIM 3371 | Juvenile Delinquency |
| CRIM 33XX | <u>Police and Society</u> |
| CRIM 33XX | <u>Correctional Systems</u> |
| SOC 4355/CRIM 4355 | Victimology |
| CRIM 43XX | <u>Homicide: Victims and Offenders</u> |
| CRIM 4190/4290/4390 | <u>Selected Problems in Criminology</u> |

| | |
|-----------|----------------------------------|
| CRIM 4370 | <u>Internship in Criminology</u> |
| CRIM 4395 | <u>Special Topics</u> |
| PSCI 3375 | The American Judicial System |

Optional elective courses (0-6 hours):

| | |
|-----------|-----------------------------|
| SOC 3310 | Racial and Ethnic Relations |
| SOC 3361 | Gender Roles |
| SOC 4342 | Stratification |
| H ED 4312 | Drug Education |

Curriculum Outline: Minor in Criminology (21 semester credit hours)

New courses (shared with the major) are indicated by underlined titles.

Criminology minor core: required courses (6 hours)

| | |
|-----------|--|
| SOC 1300 | Principles of Sociology ¹ |
| CRIM 2300 | <u>Foundations of Criminal Justice</u> |

Elective courses (15 hours):

| | |
|---------------------|--|
| SOC 2361 | Deviance and Society |
| SOC 3370/CRIM 3370 | <u>Criminological Theory and Practice</u> ² |
| SOC 3371/CRIM 3371 | Juvenile Delinquency ² |
| CRIM 33XX | <u>Police and Society</u> |
| CRIM 33XX | <u>Correctional Systems</u> |
| SOC 4355/CRIM 4355 | Victimology ² |
| CRIM 43XX | <u>Homicide: Victims and Offenders</u> ² |
| CRIM 4190/4290/4390 | <u>Selected Problems in Criminology</u> |
| CRIM 4370 | <u>Internship in Criminology</u> |
| CRIM 4395 | <u>Special Topics</u> |
| PSCI 3375 | The American Judicial System |

Notification: New Program Emphasis in the Existing MA in English

The Department of English has proposed a new emphasis in Medieval and Renaissance Literature as an option in its existing MA program in English. The proposal builds on several unusual, even unique, strengths of the UCA English program:

- (1) The English department has a close relationship with the Arkansas Shakespeare Theater, the only professional Shakespeare company in the state of Arkansas.

- (2) The English department currently has three tenure-line specialists in Medieval English literature; another medievalist on the faculty is currently on administrative assignment, bringing the total complement to four. Most schools of our size and designation are lucky to have even one. Add to this the two Renaissance specialists in the department, and there is an unusually significant concentration of expertise in these fields on our staff.
- (3) The English department has been involved in study abroad programs for many years. A regularly scheduled trip to the British Isles every two years includes theater stops in London and Stratford, involving productions of Shakespeare at the National Theater and the New Globe. Other study abroad opportunities involve Paris and Florence, cities with strong historical ties to medieval and renaissance literature and art.
- (4) A tenured English faculty member in Renaissance literature is editor of the John Donne Variorum, a project devoted to creating the most comprehensive scholarly editions of Donne's works. Having resources of the Donne Variorum on our campus is a major asset for graduate students interested in Renaissance poetry.
- (5) The English department already has a respected and established MA program of recognized quality, and a curriculum that includes an unusual number of regularly-taught courses in Medieval and Renaissance Literature.

These factors provide an excellent opportunity for the English department to offer a Medieval and Renaissance literature option within the framework of the current MA program.

Students who select the new emphasis will complete the required nine hours of core courses in the MA program and then select twenty-one hours from approved electives. The emphasis, like the degree program, will allow either a thesis or non-thesis option. The emphasis requires development of two new courses, but will require no new resources to implement.

All appropriate councils and administrators have recommended approval of the new emphasis, and the provost and president have approved it.

Supporting materials (following pages): (1) Curriculum Form 3 and (2) curriculum outline

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

Department English Date 4/2/14

Program level: UNDERGRADUATE GRADUATE
 Program type: New degree program New certificate program
 New option/existing program New minor program

Bulletin title of program (brief):

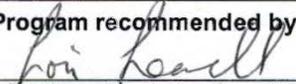
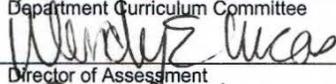
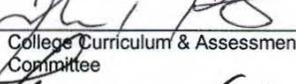
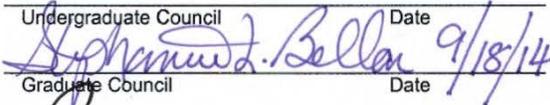
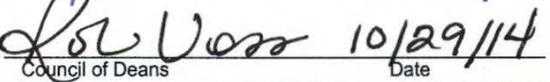
English MA with Medieval and Renaissance Literature Emphasis

Brief description of program (attach additional documentation as required):

The purpose of this program is to create a "destination program" as an option within the current English M.A. There are certain aspects of the English program at UCA that, in combination, give it some unique strengths within the state and, indeed, within this region of the country. These include the following:

- 1) The English department has a close relationship with the Arkansas Shakespeare Theater, the only professional Shakespeare company in the state of Arkansas.
- 2) The English department currently has three tenure-line specialists in Medieval English literature. Most schools of our size and designation are lucky to have one. If Dr. Glenn, the Associate Provost, can be called upon to teach occasionally, there are in fact four Medievalists in the department. Add to this the two Renaissance specialists in the department and there is an unusually significant concentration of expertise in these fields on our staff.
- 3) For many years, the English department has sponsored a regularly scheduled trip to the British Isles every two years, which includes theater stops in London and Stratford, involving productions of Shakespeare at the National Theater and the New Globe. Other study abroad opportunities involve Paris and Florence, cities with strong historical ties to Medieval and Renaissance literature and art.
- 4) Dr. Frontain, a tenured English faculty member in Renaissance literature, is a volume editor of the John Donne Variorum, a project devoted to creating the most comprehensive scholarly editions of Donne's works. Having resources of the Donne Variorum on our campus would be a major asset for graduate students interested in Renaissance poetry, and may provide unique assistantship opportunities to students in this concentration.
- 5) The English department already has a respected and established M.A. program of recognized quality, and a curriculum that includes an unusual number of regularly-taught courses in Medieval and Renaissance literature.

Proposed effective date for new program (term and year): Fall 2015

| Program recommended by | | | |
|---|----------------|--|-----------------|
|  | <u>4/2/14</u> | Department Curriculum Committee | Date |
|  | <u>4/3/14</u> | Director of Assessment | Date |
|  | <u>7/4/14</u> | Department Chair | Date |
|  | <u>4/10/14</u> | College Curriculum & Assessment Committee | Date |
|  | <u>4/17/14</u> | College Dean | Date |
| | | Professional Education Council | Date |
| | | General Education Council | Date |
| | | Undergraduate Council | Date |
| | |  | <u>9/18/14</u> |
| | | Graduate Council | Date |
| | |  | <u>10/29/14</u> |
| | | Council of Deans | Date |

| | | | |
|---|-------------------|---|------|
|  | <u>10/30/2014</u> | Program approved by | Date |
| | | Program recorded by | Date |
| | | Undergraduate/Graduate Studies, Registrar | Date |

Curriculum Outline for the Emphasis in Medieval and Renaissance Literature

(1) Required Core Courses (9 hours, required of all MA candidates in English)

ENGL 6393 Research Methods in English
ENGL 5360 History and Structure of the English Language
ENGL 5366 Literary Theory and Criticism

(2) Required Course for Medieval Renaissance Option (3 hours)

ENGL 6336 Texts and Manuscripts

(3) Approved Electives (9 hours)

The student chooses three courses from these approved electives. If 5000-level courses are chosen, they may *not* be courses for which the student has undergraduate credit.

ENGL 5301 The Renaissance
ENGL 5304 Studies in British and American Literature (Must be Medieval or Renaissance topic, e.g. “Old English”)
ENGL 5305 Medieval English Literature
ENGL 5330 Shakespeare I
ENGL 5331 Shakespeare II
ENGL 5340 Chaucer
ENGL 5341 Milton
ENGL 5342 The Seventeenth Century
ENGL 5343 Tudor-Stuart Drama
ENGL 5385 Travel Seminar in Literature (Focus of major project must be Medieval or Renaissance literature, e.g. “Dante” during trip to Florence)
ENGL 6301 Seminar in Medieval English Literature
ENGL 6302 Seminar in the Renaissance
ENGL 6337 Internship in Arkansas Repertory Theater
ENGL 6394 Graduate Independent Study (Must be Medieval or Renaissance topic, e.g. “Old Norse Language and Literature”)

(4) Required Elective Outside the Medieval and Renaissance Periods (3 hours)

The purpose of this requirement is to ensure that candidates have one minor area of study to help prepare them for the Comprehensive MA exam, where they must choose three essay topics: students in this option must write on the Medieval question and the Renaissance question, and choose one other area upon which to write. The required course should be chosen from these approved courses. Again, if 5000-level courses are chosen, they must *not* be courses for which the student has undergraduate credit.

ENGL 5311 The Neoclassical Period

| | |
|-----------|--------------------------------------|
| ENGL 5312 | American Provincial Literature |
| ENGL 5313 | American Romanticism and Realism |
| ENGL 5315 | Twentieth-Century American Poetry |
| ENGL 5320 | The Romantic Period |
| ENGL 5321 | The Victorian Period |
| ENGL 5352 | American Modernism, 1900-1945 |
| ENGL 5353 | American Postmodernism, 1946-Present |
| ENGL 5372 | Eighteenth-Century English Novel |
| ENGL 5373 | Nineteenth-Century English Novel |
| ENGL 5374 | Twentieth-Century English Novel |
| ENGL 5375 | Twentieth-Century English Poetry |
| ENGL 6303 | Seminar in Neoclassicism |
| ENGL 6304 | Seminar in Romanticism |
| ENGL 6305 | Seminar in The Victorian Period |
| ENGL 6306 | Seminar in Modernism |
| ENGL 6320 | American Romantic Period |

(5) Thesis and Non-Thesis Options (6 hours)

Students must choose one option or the other:

Thesis: In addition to the satisfactory completion of the 24 hours of English classes specified and to passing a comprehensive examination based upon the department's Master's Reading List, the student must prepare a thesis for which 6 hours of credit are earned. The thesis must be on a Medieval and/or Renaissance topic, and the student must pass an oral defense of the thesis before a committee of graduate faculty.

Non-Thesis: In addition to the satisfactory completion of the 24 hours of English classes specified above, and to the passing of a comprehensive examination based upon the department's Master's Reading List, the student must take an additional 6 hours of credit chosen from either §10(a)(3) above or from the following list of non-English approved elective courses.

| | |
|-----------|---|
| HIST 5302 | History of Witchcraft |
| HIST 5332 | A History of the Crusades |
| HIST 5360 | Birth of Europe, 300-1000 |
| HIST 5361 | Medieval Civilization |
| HIST 5362 | Tudor and Stuart England, 1485-1690 |
| HIST 5374 | The European Renaissance and Reformation |
| HIST 5379 | Spain: Crusade, Columbus, and Empire |
| HIST 6341 | Studies in Medieval History |
| HIST 6342 | Studies in Early Modern Europe |
| SPAN 5395 | Advanced Spanish Literature: Theme Course (Must be a Medieval or Renaissance theme) |
| SPAN 6330 | Hispanic Author Seminar (Must be a Medieval or Renaissance author) |
| SPAN 6335 | Seminar on Literary Genre (Must deal with Medieval or Renaissance texts) |

One of the following courses may be taken as an elective. A plan must be worked out with the instructor of the course ensuring that graduate-level requirements are met.

| | |
|-----------|--|
| PHIL 3301 | Medieval Philosophy |
| POLS 3370 | Political Theory I |
| MUS 3302 | Music History I |
| FREN 4395 | Advanced French Literature (Must be a Medieval or Renaissance topic) |

Notification: Name Change for the BA/BS and Minor Programs in Speech

The Department of Communication proposes a change of name for its existing major and minor degrees from Speech to Communication. In 2011 the Department of Speech and Public Relations was renamed the Department of Communication. This departmental name change was requested in large part because the word “speech” had become outmoded and anachronistic, with the vast majority of communication departments having adopted “communication” decades ago. From a disciplinary perspective, the shift away from the term “speech” occurred because the field of communication has for years studied many more aspects of human communication than “speech.” Interpersonal communication, intrapersonal communication, non-verbal communication, organizational communication, communication and rhetorical theory – these are some of the arenas of communication that have been the foci of the discipline since the middle of the twentieth century. All these areas of communication are taught and studied currently by the Department of Communication at UCA. Students who graduate with the major or minor in this discipline will have been exposed to the literature in the field of communication covering these areas of research and scholarship.

In short, changing the title of the degree and of the major and minor titles from Speech/Speech Communication to Communication is both warranted and long overdue. The change will be consonant both with the name of the department and with the current state of the discipline.

All appropriate councils and administrators have recommended approval of this change, and the provost and president have approved it.

Supporting materials (following pages): Curriculum Form 2-A

**UNIVERSITY OF CENTRAL ARKANSAS
Proposal for Curriculum Change: Action Item**

GENERAL EDUCATION COUNCIL UNDERGRADUATE COUNCIL GRADUATE COUNCIL

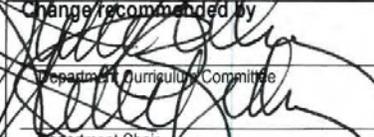
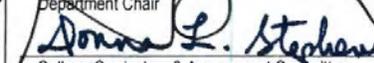
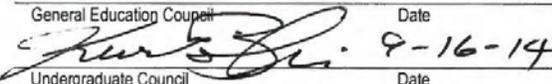
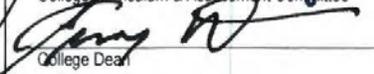
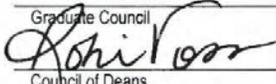
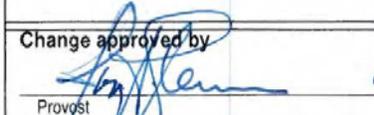
Department/program area Communication Date August 4, 2014

Check area of change and supply requested information. Attach required documentation.

- Change in semester credit hour requirements for a major or minor
Current requirement _____ Proposed requirement _____
- Change course(s) from an elective to a requirement in a major or minor
Subject prefix _____ Course number(s) _____
- Change course(s) from a requirement to an elective in a major or minor when the change affects total hours and/or affects another department/program area
Subject prefix _____ Course number(s) _____
- Approval of existing course(s) as General Education course(s). see Curriculum Form 4 for required documentation.
Subject prefix _____ Course number(s) _____
- Change level of course (e.g. change from 2000- to 4000-level course number)
Program prefix _____ Current course number(s) _____ Proposed number(s) _____
- Change in credit hour value of course(s) (e.g., change 3-hour to 2-hour course or change to variable credit)
Current course number _____ Proposed course number(s) _____
- Deletion of course when the change affects total hours and/or affects another department/program area (Note: Once a course is deleted, it can be reinstated only through the new course proposal process.)
Subject prefix _____ Course number _____
- Prerequisite change increasing total hours for a major or minor and/or affecting another department/program area
Current hours _____ Proposed hours _____
- Other (specify): Change of Degree Name

Required documentation: attach documents detailing and justifying the proposed curricular change.

Proposed effective date of change (term and year): Spring 2015

| | | | |
|---|--------------------------|--|------------------------|
| Change recommended by | | Professional Education Council | |
|  | <u>3-18-14</u> Date | | Date |
| Department Curriculum Committee | | | |
|  | <u>8-4-14</u> Date | General Education Council | Date |
| Department Chair | |  | <u>8-16-14</u> Date |
|  | <u>8/15/14</u> Date | Undergraduate Council | Date |
| College Curriculum & Assessment Committee | | | |
|  | <u>8-15-14</u> Date | Graduate Council | Date |
| College Dean | |  | <u>9/24/14</u> Date |
| | | Council of Deans | Date |
| Change approved by | | Change recorded by | |
|  | <u>9/25/2014</u> Date | | Date |
| Provost | | Undergraduate/Graduate Studies, Registrar | |

NOTE: During the academic year, curriculum change proposals must be received by the appropriate university Council at least one month before the meeting at which action is desired. Summer submissions may not be considered until the fall semester.

Notification: Deletion of Teacher Licensure Endorsements, Grades 5/6 and Algebra I

Because of teacher licensure changes enacted by the Arkansas Department of Education (ADE) during the last year, the 5/6 and Algebra I licensure endorsements are no longer necessary and have been formally discontinued by ADE. The UCA College of Education, therefore, no longer offers these endorsements to its teacher education candidates.

EXECUTIVE SESSION

Executive session, for the purpose of reviewing appointments, adjustments, resignations and other personnel matters, was unanimously declared upon motion by Bobby Reynolds with a second by Victor Green.

OPEN SESSION

The following motion made by Bobby Reynolds with a second by Victor Green was unanimously approved:

“I move that all appointments, adjustments, resignations and other matters set forth on the personnel list discussed in executive session be approved.”

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned upon motion by Bunny Adcock and second by Victor Green.

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

**Kay Hinkle
Chair**

**Shelia Vaught
Secretary**