

The University of Central Arkansas Board of Trustees convened in a regularly scheduled meeting at 10:30 a.m., February 15, 2019, with the following officers and members present:

Mr. Bunny Adcock, Chair  
Rev. Cornell Maltbia, Vice Chair  
Ms. Kay Hinkle, Secretary  
Ms. Elizabeth Farris  
Dr. Terry Fiddler  
Ms. Shelia Vaught  
Mr. Joe Whisenhunt

### **MINUTES**

The board unanimously approved the minutes of the December 7, 2018, board meeting, and the January 18, 2019, teleconference meeting, as submitted upon motion by Terry Fiddler and second by Shelia Vaught.

### **REPORTS**

President's Report – President Davis recognized three students – Ashley Rainier Barto, Christopher Coover, and Emily Ketchum. A copy of each student's accomplishments is attached to the original minutes.

The following updates were also presented:

Academics – Dr. Patty Poulter  
Advancement – Dr. Kale Gober  
Information Technology – Mr. Mike Lloyd  
Financial Update – Ms. Diane Newton  
Lewis Science Center Improvements and Annex

The reports are attached to the original minutes.

### **ACTION AGENDA**

#### **Resolution of Appreciation – Joe Whisenhunt**

The following resolution was unanimously approved upon motion by Kay Hinkle and second by Shelia Vaught.

## **RESOLUTION OF APPRECIATION**

WHEREAS, Joe Whisenhunt of Conway, Arkansas, was appointed to the Board of Trustees of the University of Central Arkansas by the Governor of the State of Arkansas, Asa Hutchinson, in February 2015 for a term of seven years; and

WHEREAS, Mr. Whisenhunt served as chair of the Board of Trustees in 2018 and attended many university events and functions in his capacity as chair; and

WHEREAS, during his term as chair of the Board, the University made significant progress by (a) advancing the Steinway Initiative, (b) completing the renovation of Hughes Hall, (c) beginning construction on the Dave Ward Drive pedestrian bridge overpass, (d) beginning the renovation of Conway Hall, (e) approving the construction of the Integrated Health Sciences Building, (f) approving the renovation of State and Carmichael Halls, and (g) beginning an information technology refresh; and

WHEREAS, Mr. Whisenhunt served with honor and distinction and because of his leadership the university had a very successful year in 2018; and

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the University of Central Arkansas does hereby extend its sincere appreciation and gratitude to Joe Whisenhunt for his service as chair of the Board of Trustees during 2018; and

**BE IT FURTHER RESOLVED**, that this resolution be made a part of the minutes of the University of Central Arkansas Board of Trustees meeting.

Adopted this 15th day of February 2019 in Conway, Arkansas.

\_\_\_\_\_  
Bunny Adcock  
Chair

\_\_\_\_\_  
Kay Hinkle  
Secretary

### **Reimbursement of Expenses for Official Board of Trustees Duties – Board Policy No. 211**

Arkansas Code Annotated 25-16-901 et seq. provides that boards and commissions may, during their first regularly scheduled meeting of each calendar year, authorize expense reimbursement for each board member for performing official board duties. The law states that the expense reimbursement must not exceed the rate established by state travel regulations for state employees. The law covers expense reimbursement for all board functions. This action is consistent with

Board Policy No. 211, Reimbursement of Expenses for Official Board of Trustees Duties, and Arkansas Code Annotated 6-67-102.

The board unanimously adopted the following resolution upon motion by Cornell Maltbia and second by Kay Hinkle:

**BE IT RESOLVED: That the Board of Trustees approves the following statement concerning reimbursement of expenses for official board duties for 2019:**

**The UCA Board of Trustees authorizes reimbursement of expenses for each of its members for performance of official board duties, to include attendance at board meetings, fulfillment of board training requirements, and any other official board duties. The expense reimbursement authorized herein must not exceed the rate established by state travel regulations for state employees, including special travel authorization. The board also authorizes the president to approve the reimbursement of travel expenses of board members that are in conformance with this policy.”**

**UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY**

Policy Number: 211

Subject: Reimbursement of Expenses for Official Board of Trustees Duties

Date Adopted: 10/92 Revised: 02/96

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The University of Central Arkansas Board of Trustees authorizes reimbursement of expenses for each trustee for performance of official board duties, to include attendance at board meetings, fulfillment of board training requirements, and any other official board duties. The expense reimbursement authorized herein must not exceed the rate established by state travel regulations, including special travel authorization. The board also authorizes the president to approve the reimbursement of travel expenses of board members that are in conformance with this policy.

**Contract Review Procedures – Board Policy No. 416**

Pursuant to Board Policy No. 416, Contract Review Procedures, the administration must seek board approval for any contract that requires the university to expend funds, at any time, in excess of \$250,000 or any contract with a term exceeding one year, unless the Office of General Counsel certifies, in writing, that the contract (a) may be terminated by the university on the giving of written notice of 90 days or less or (b) will not require the university to expend funds in excess of \$99,999.

The administration is seeking board approval for the university to enter into contracts with the following companies/organizations:

- Alternative Communications
- Estage Property Management
- Aramark Educational Services, LLC
- Benefitfocus.com, Inc.

The board unanimously adopted the following resolution upon motion by Joe Whisenhunt and second by Cornell Maltbia:

**“BE IT RESOLVED: That the Board of Trustees authorizes the administration to enter into the contracts with the companies/organizations listed above and on the following page.”**

**UNIVERSITY OF CENTRAL ARKANSAS**  
**REASON FOR REQUIRING BOARD REVIEW AND ACTION**  
*(Board Policy No. 416)*

Contract exceeds \$250,000 or with a term of more than one year

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**Vendor/Party:** Alternative Communications

**Amount:** \$380,000 (this amendment is for \$300,000)

**Summary of Contract Information:** This is an amendment to an existing contract to increase the available funding. The purpose of the contract is to provide reading transcription services for students registered with the university Disability Resource Center.

**Term:** Contract expires January 31, 2022

**Vendor/Party:** Estage Property Management, LLC, (The Edge Apartments)

**Amount:** \$278,400

**Summary of Contract Information:** The purpose is to rent 48 beds (12 units) from The Edge for upper class student housing during the 2019-20 academic year.

**Term:** August 17, 2019 to May 2, 2020.

**Vendor/Party:** Aramark Educational Services, LLC

**Amount:** The proposed agreed upon average rate increase for meal plans is 5.02%

**Summary of Contract Information:** The purpose is to provide food services for the campus. Under the terms of the contract, Aramark and UCA mutually agree upon an appropriate increase to the meal plan rates, utilizing the most recent 12-month increases in the October Consumer Price Index for All Urban Consumers (CPI-U). The October 2018 CPI-U was 2.5%. Factors that contributed to the rate increase this year include the increase in minimum wage, the addition of two cafeteria supervisors with emphasis on nights and weekends, and an increase in residential dining by adding two evening hours.

**Term:** The Board of Trustees approved the original contract in April 2012. The contract was effective June 1, 2012, and is renewable for up to 10 years. The Board most recently approved a revision in May 2018.

**Vendor/Party:** Benefitfocus.com, Inc.

**Amount:** \$259,378 (estimate based on employee use)

**Summary of Contract Information:** The purpose is to provide online services to the university for administration of benefits, including enrollment, health savings accounts, and flexible spending accounts.

**Term:** Three years

#### **Property Acquisition – 1902 and 1910 South Boulevard, Conway, AR**

Deep Well Campus Ministries, Inc. (Chi Alpha) owns the houses located at 1902 and 1910 South Boulevard, Conway (hereinafter collectively referred to as property). Deep Well contacted the university about selling the property. The property is located at the intersection of South Boulevard and Mitchell Street, an area UCA has been acquiring property for future development. The university recently purchased the property across the street at 1903 South Boulevard. The university also owns the adjacent property located at the corner of South Boulevard and Baridon Street.

UCA is in the process of purchasing the buildings on Bruce Street that house the Catholic Campus Ministry and the Baptist Collegiate Ministry. Those properties must be acquired for construction of the Integrated Health Sciences Building. The tentative plan is for those two organizations to relocate to property on South Boulevard currently owned by UCA. The acquisition of 1902 and 1910 South Boulevard will replace part of the land lost in the relocation and will potentially provide two buildings for temporary use by staff or organizations.

The university has signed an offer and acceptance with the seller for \$240,343. A copy of the signed agreement is attached. The terms of the agreement include a 95-year lease for land on College Avenue for one dollar per year. The land on College Avenue is adjacent to the land similarly leased to the Perspective College Ministry.

The house at 1902 South Boulevard was built in 1952 and is approximately 1,204 square feet. Deep Well purchased the property in 2015 for \$115,000, which is the value being used for the university purchase. The house at 1910 South Boulevard was built in 1952 and is approximately 1,184 square feet. Deep Well purchased the property in 2016 for \$125,343, which is the value being used for the university purchase.

The closing of the proposed acquisition is conditioned upon the approval of the Board of Trustees.

The board unanimously adopted the following resolution upon motion by Shelia Vaught and second by Joe Whisenhunt:

**“BE IT RESOLVED: That the Board of Trustees approves the transaction described above with the Deep Well Campus Ministries, Inc., for the sale and purchase of two houses with street addresses of 1902 and 1910 South Boulevard, Conway, Arkansas, for the sum of \$240,343 and a 95-year lease for land on College Avenue, and the president and such other officials of the University of Central Arkansas, as the president may from time-to-time designate, are hereby authorized and directed to enter into and execute such other documents, agreements, and instruments as are necessary and required to consummate the foregoing purchase.”**



UNIVERSITY OF  
**CENTRAL  
ARKANSAS™**

OFFICE OF THE  
PRESIDENT

December 18, 2018

Deep Well Campus Ministries, Inc.  
a/k/a Chi Alpha  
Attn: Matt Carpenter  
625 Donaghey  
Conway, AR 72034

**RE: OFFER & ACCEPTANCE – 1902 and 1910 South Boulevard, Conway, AR 72034**

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Dear Deep Well Campus Ministries:

Subject to the satisfaction of all of the provisions and conditions set forth herein, the Board of Trustees of the University of Central Arkansas (“**Buyer**”) offers to purchase from the Deep Well Campus Ministries, Inc. (“**Sellers**”) the property described below for the sum of Two Hundred Forty Thousand Three Hundred Forty-Three Dollars (\$240,343), plus the Buyer’s share of the closing costs.

The property subject to this offer and acceptance is two houses and lots located at 1902 and 1910 South Boulevard, Conway, Arkansas, 72034, and is more particularly described as follows:

**Lots 22, 23, and 24, Block 70, Boulevard Addition to the City of Conway, Faulkner County, Arkansas. Also, 10 feet of a closed 20 foot alley on the western border of Lot 22 and 10 feet of a closed 20 foot alley on the northern borders of Lots 22, 23, and 24, being closed by Ordinance No. O-07-69.**

The foregoing legal description shall be referred to as the “Property.” If a survey shall establish a different legal description, the parties agree to modify the legal description to conform to the survey, the intent of the parties being that the entire parcel owned by the Sellers is to be conveyed at closing.

The terms and conditions of this offer to purchase are as follows:

1. The closing date will occur at a mutually acceptable date to be agreed upon by both parties, but shall occur not later than **March 29, 2019**;
2. Buyer shall be entitled to possession of the Property at closing;
3. A policy of title insurance satisfactory to Buyer, insuring unencumbered fee simple title to the Property in Buyer as of closing shall be procured and paid for by Sellers;

4. Sellers shall deliver at closing (a) a warranty deed in standard form conveying fee simple absolute title to the Property (and any mineral interests owned by Seller), free from all liens, claims or encumbrances of any kind with the grantee being "The Board of Trustees of the University of Central Arkansas" and (b) an assignment of any leases and all rents from the Property, if any;
  5. Any and all taxes or assessments on the Property for the current year will be prorated at closing. Sellers shall be responsible for all real property taxes for previous years;
  6. Buyer and Sellers will share the cost of closing fees and document preparation. No revenue stamps shall be required due to an exemption under Arkansas law for conveyances by or to a state agency (Buyer);
  7. If any personal property shall be stored or situated on the Property, the same shall be removed prior to closing;
  8. Sellers represent and warrant to Buyer that Sellers are the sole owner of the Property, and no other person or entity has any form of ownership interest in, or right to use or occupy the Property, and further, that Sellers are in sole and exclusive possession of the Property, except for leases, copies of which have been delivered to representatives of Buyer;
  9. Sellers represent and warrant to Buyer that all liens against the Property and all money owed on the Property, if any, are the responsibility of Sellers, and if existing will be satisfied and paid in full at, or prior to, closing;
  10. Sellers represent and warrant to Buyer that there are no unrecorded rights-of-way for roadway, utilities or other matters affecting the Property;
  11. Sellers represent and warrant to Buyer that there is no loss arising from oil, gas, or other minerals conveyed, retained, or assigned, or from any other activity concerning sub-surface rights or ownership of the subject property, including but not limited to the right of egress or ingress for said sub-surface purposes;
  12. Sellers represent and warrant to Buyer that there are no proceedings, either pending or threatened, which, if decided adversely to Sellers, would constitute a lien on the Property; nor are there any money judgments entered by a court against Sellers that constitute a lien on the Property.
  13. Sellers represent and warrant to Buyer that there are no unrecorded contracts of sale, options to purchase, or any other kind of agreement with any person or entity, affecting the Property;
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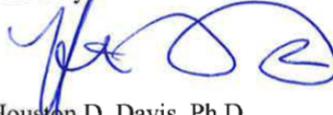
14. Sellers shall be responsible for all risk of loss to the Property and improvements thereon (if any) prior to closing;
15. If Buyer desires to have a survey of the Property performed prior to closing, Sellers agree to cooperate in having the survey performed. Any survey shall be at the expense of Buyer;
16. Sellers represent and warrant that to the best of Sellers' knowledge, no hazardous wastes or materials of any kind have been generated, produced or stored upon the Property, and that to the best of Sellers' knowledge, no such hazardous wastes exist today on the Property; and
17. Sellers shall complete and deliver, prior to closing, the attached "Disclosure Form" which will become part of the Offer and Acceptance document. Failure to make any disclosure required by the Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that order, shall be a material breach of the terms of the contract. Any contractors, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the Buyer.
18. Buyer's obligations under this agreement are expressly conditioned upon the prior approval of the Board of Trustees of the University of Central Arkansas. This agreement and Buyer's obligations hereunder shall not be a valid and binding legal obligation of Buyer until approved by resolution duly adopted by the Board of Trustees of the University of Central Arkansas.
19. Buyer will lease and let unto Sellers unimproved real property located on College Avenue. The property is identified as Tract 1 on the attached Exhibit A. Sellers shall be granted a 95-year lease at the rate of \$1 per year, subject to signing of a lease agreement prepared by Arkansas Building Authority. The property must be used for construction of a building by the Sellers, subject to University approval, that will be used for ministering to University students in a similar manner to your current operations. Sellers shall not lease, sublease, sell, or permit the use of any portion of the property. In the event you vacate the premises, or the lease expires, the University would have the option to purchase the improvements for their then fair market value as determined by appraisals.

If the terms are agreeable to you, please sign and deliver the original to Warren Readnour, General Counsel, University of Central Arkansas, Wingo Hall 207, 201 Donaghey Avenue, Conway, AR 72035. If you have any questions, you may call Mr. Readnour at 501-450-5007.

Deep Well Campus Ministries  
December 18, 2018  
Page 4

**This offer shall terminate and be of no effect unless it is signed by Sellers, and delivered to Warren Readnour, General Counsel, by 1:00 P.M. Central Time on Friday, January 11, 2019.**

Sincerely,



Houston D. Davis, Ph.D.  
President

**ACCEPTANCE BY SELLERS**

The offer set forth above and all terms and conditions are hereby accepted on this 11 day of January, 2019, at 12:20 (A.M. or P.M.).

Deep Well Campus Ministries, Inc.

By: Math J. Camp

By: \_\_\_\_\_

### **Central Pool Positions**

The State of Arkansas (Arkansas Code Annotated § 21-5-415) provides that the Department of Higher Education shall maintain a central pool of positions to be used for additional positions when a university does not have sufficient positions available. The university must provide justification to the Department of Higher Education for the need to allocate a position from the central pool. The administration is seeking the addition of two non-classified positions in the information technology department to reclassify two existing employees. The positions are Director of Information Security and Director of Networking. As part of the university's strategic plan, UCA is undertaking a network infrastructure upgrade project and has increased its operations with regard to the protection of information.

The board unanimously adopted the following resolution upon motion by Terry Fiddler and second by Kay Hinkle:

**"BE IT RESOLVED: That the Board of Trustees authorizes the administration to proceed with a request for two additional non-classified positions from the central pool maintained by the Department of Higher Education."**

### **Certification of Sufficient Appropriations and Fund Balances**

In accordance with State Accounting and Budgetary Procedures law, the Board of Trustees is required to annually certify that the university will not incur any obligations without having sufficient appropriations and funds available during the fiscal year for the payment of the obligations when they become due.

The board unanimously adopted the following resolution upon motion by Joe Whisenhunt and second by Kay Hinkle:

**"BE IT RESOLVED: That the Board of Trustees approves the following certification and will continue to monitor the obligations of the university to insure that sufficient appropriations and fund balances are available to pay all future obligations of the institution when such obligations become due."**

### **CERTIFICATION OF SUFFICIENT APPROPRIATIONS AND FUND BALANCES TO MEET OBLIGATIONS FOR UNIVERSITY OF CENTRAL ARKANSAS**

I am aware that the State Accounting and Budgetary Procedures law mandates that in no event shall any obligations be incurred by an institution of higher education unless sufficient appropriations and funds are available, or will become available, during the fiscal year for the payment of the obligations when they become due.

I understand that appropriations authorized by the General Assembly and fund balances shall be monitored by the Board of Trustees and the president of this institution to ensure that resources are available, or will become available, to pay the obligations of this institution and that no obligations are incurred that exceed available appropriations and funds.

Therefore, I certify that as of December 31, 2018, I have verified that sufficient appropriations and funds are available, or will become available, to pay the obligations of this institution of higher education and all other current obligations to be paid from the appropriations and the funds.

I also certify that obligations of this institution of higher education shall continue to be monitored to ensure that sufficient appropriations and fund balances are available, or will become available, to pay all future obligations of the institution when such obligations become due.

\_\_\_\_\_  
Mr. Bunny Adcock, Chair  
University of Central Arkansas Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Houston D. Davis, President  
University of Central Arkansas

\_\_\_\_\_  
Date

### **Bond Feasibility Study and Reimbursement Resolution**

Request to proceed with a Feasibility Study for the issuance of bonds, in an amount not to exceed \$20,000,000. The bond proceeds will support the planning, design, and construction of The Windgate Center for Fine and Performing Arts at an estimated cost of \$45,000,000. The bonds will have a maximum term of thirty (30) years at an estimated annual interest rate not to exceed 5.00 percent. The Windgate gift of \$20,000,000 was announced on January 22, 2019, \$19,000,000 of which is designated for this project. The balance of the funding will be secured through additional fund raising.

The Windgate Center is being designed as an estimated 114,000 square feet facility. Forty percent of the facility is dedicated art space, which will include an exterior location for three-dimensional art and gallery space. The Windgate Center will also include a 450-seat concert hall

and a proscenium theatre. The university engaged WER Architects in 2018 to provide preliminary architectural services for a new Fine and Performing Arts building. The WER contract must be amended and the spending limits increased in order to proceed with planning of the project.

The Educational and General (E&G) issue will be up to \$20,000,000 with an estimated maximum annual debt service of \$1,300,000 and a term of thirty (30) years. The debt service for the bond issue will be supported by tuition and fee revenue as well as college based fees sufficient to support the additional debt service. Arkansas Higher Education Coordinating Board (AHECB) policy regarding debt service for education and general projects provides that a maximum of 25 percent of net student tuition and fee revenue may be pledged to E&G debt service.

**Educational & General Issue (E&G)**

Actual 2017-2018 Tuition and Fee Revenue .....	\$	62,889,305
Maximum Allowable Debt Service (\$62,889,305 X 25%).....	\$	15,722,326
Existing Debt Service .....	\$	6,168,407
Proposed New Debt Service .....	\$	1,300,000
Amount Remaining for Additional Debt Service .....	\$	8,253,919

The above data demonstrates that the university has sufficient tuition and fee revenue to support an E&G bond issue of up to \$20,000,000 with a term of thirty (30) years at an estimated annual interest rate not to exceed 5.00 percent.

In accordance with the AHECB’s policy, UCA will sustain a building maintenance fund to be supported by tuition and fee revenue for the E&G facilities. These funds will be held in a separate account for the maintenance of the new facility by transferring annually to plant funds based on the Association of Physical Plant Administrators (APPA) of Universities and Colleges recommendation. The current APPA recommendation is \$2.50 per gross square foot for E&G facilities.

The project will add an estimated 114,000 square feet. Therefore, based on the estimated new square feet for the project, \$285,000 will be transferred annually beginning in the fiscal year after the project is placed into service.

**The administration is requesting that the Board of Trustees grant authority to proceed with a feasibility study for a bond issue to fund the design and construction of The Windgate Center for Fine and Performing Arts.**

**The administration is also requesting approval of a resolution that, in part, authorizes the university to use certain bond proceeds to reimburse expenses incurred prior to the issuance of bonds, designates Friday, Eldredge & Clark, LLP as bond counsel, and designates Crews & Associates, Inc. as underwriter for the bonds.**

If the request to issue bonds is approved by the AHECB, another resolution on this topic will be

presented to the Board of Trustees at a future meeting.

The board unanimously adopted the following resolution upon motion by Terry Fiddler and second by Cornell Maltbia:

**“BE IT RESOLVED: That the Board of Trustees hereby approves the two attached resolutions and authorizes the administration to proceed with the planning of the project to include actions necessary in amending the WER Architects contract, and in securing engineers and contractors, and authorizes the president of the university, or his designee, to take such other steps and execute such other documents as may be necessary or required to carry out the project and the intent of this resolution.”**

**A RESOLUTION BY THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CENTRAL ARKANSAS AUTHORIZING ALL STEPS NECESSARY TO ISSUE BONDS NOT TO EXCEED THE AGGREGATE PRINCIPAL AMOUNT OF \$20,000,000**

**WHEREAS**, The Board of Trustees of the University of Central Arkansas (“University”) must approve all requests for financing; and

**WHEREAS**, The University desires to secure funds in an amount not to exceed \$20,000,000 by the issuance of bonds, with a term not to exceed 30 years at an interest rate not to exceed 5.00 percent and with a projected maximum annual E&G debt service of \$1,300,000; and

**WHEREAS**, The proceeds from the bonds will be for the design and construction of The Windgate Center for Fine and Performing Arts; and

**WHEREAS**, If approved and issued, the bonds will be serviced in part from student tuition and fees, the same being facility fee revenue from students, and college based fees; and

**WHEREAS**, The Board of Trustees authorizes and recommends the commencement of preparations for securing a bond issue in an aggregate principal amount not to exceed \$20,000,000 for the purposes described above.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES THAT:**

**Section 1.** The Board of Trustees of the University of Central Arkansas hereby authorizes the administration to commence all necessary preparations to issue bonds in an amount not to exceed \$20,000,000 with a term not exceeding 30 years and at an interest rate not to exceed 5.00%, with terms and conditions satisfactory to the administration, subject to final review and approval by resolution of this Board.

**Section 2.** The Board further authorizes the administration to seek approval from the

Arkansas Higher Education Coordinating Board for issuing the bonds.

**Section 3.** The bonds will be secured for the purpose of design and construction of The Windgate Center for Fine and Performing Arts.

ADOPTED AND APPROVED February 15, 2019

**BOARD OF TRUSTEES OF THE UNIVERSITY OF  
CENTRAL ARKANSAS**

By: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

**RESOLUTION OF THE BOARD OF TRUSTEES OF  
THE UNIVERSITY OF CENTRAL ARKANSAS**

EXPRESSING THE INTENT OF THE BOARD OF TRUSTEES OF THE UNIVERSITY OF CENTRAL ARKANSAS TO ISSUE BONDS AND TO REIMBURSE FROM THE PROCEEDS OF SUCH BONDS CERTAIN COSTS INCURRED FOR THE UNIVERSITY CONSISTING OF (A) THE ACQUISITION, CONSTRUCTION, EQUIPPING AND FURNISHING OF THE WINDGATE CENTER FOR FINE AND PERFORMING ARTS AND (B) THE ACQUISITION, CONSTRUCTION, IMPROVEMENT, RENOVATION, EQUIPPING AND/OR FURNISHING OF OTHER CAPITAL IMPROVEMENTS AND INFRASTRUCTURE AND THE ACQUISITION OF VARIOUS EQUIPMENT AND/OR REAL PROPERTY FOR THE UNIVERSITY; DESIGNATING AN UNDERWRITER AND BOND COUNSEL TO ASSIST THE BOARD IN THE ISSUANCE OF THE BONDS; AND SETTING FORTH OTHER MATTERS PERTAINING THERETO.

WHEREAS, the Board of Trustees (the "Board") of the University of Central Arkansas (the "University") is authorized under the Constitution and laws of the State of Arkansas, including particularly Act No. 62 of 1947 (codified at Sections 6-62-301 et seq. of the Arkansas Code Annotated) (the "Act") to borrow money for the acquisition, construction, renovation, improvement, equipping, and furnishing of buildings, structures, and other capital improvements which the Board deems proper or suitable for the purposes of the University; and

WHEREAS, the Board has determined and hereby finds and declares that there is a need for certain capital improvements on or for the campus of the University, including the following: (i) the acquisition, construction, equipping and furnishing of the Windgate Center for Fine and

Performing Arts; and (ii) the acquisition, construction, improvement, renovation, equipping and/or furnishing of other capital improvements and infrastructure and the acquisition of various equipment and/or real property for the University (collectively, the "Project"); and

WHEREAS, it is anticipated that a portion of the costs of the Project will be financed with proceeds of revenue bonds in an aggregate principal amount not to exceed \$20,000,000 to be subsequently approved by the Board (the "Bonds") and secured by a portion of the general tuition and fees paid by students attending the University; and

WHEREAS, the Board intends that prior to the issuance of Bonds certain costs relating to the Project will be incurred and paid from certain funds and accounts established and administered by the University; and

WHEREAS, the Board wishes to express its current intent to reimburse certain funds and accounts for all expenditures related to the Project from the proceeds of the Bonds and desires that, with respect to the Bonds, such reimbursement comply with Treasury Regulation Section 1.150-2 (the "Regulation") so that proceeds of the Bonds will be deemed spent when such reimbursement is made; and

WHEREAS, the Board intends to issue the Bonds pursuant to a definitive resolution or resolutions to be subsequently adopted for such purpose or purposes;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the University of Central Arkansas:

Section 1. The Board currently contemplates that the Project will include the capital improvements described above.

Section 2. The Board intends to issue the Bonds, in an aggregate principal amount not to exceed \$20,000,000, for the purposes of financing a portion of the costs of the Project, funding capitalized interest (if necessary or desirable), and paying costs of issuing the Bonds. The Bonds will not be issued until the final terms or parameters of the proposed issuance have been presented to and approved by the Board.

Section 3. Costs incurred in accomplishing the Project prior to the issuance of the Bonds will be paid from certain funds and accounts established and administered by the University. The Board intends to use certain proceeds from the issuance of the Bonds to reimburse such accounts. This Resolution shall constitute an "official intent" for purposes of the Regulation.

Section 4. The President of the University and other appropriate officials are hereby authorized to present such information as they deem appropriate to the Arkansas Higher Education Coordinating Board for its advice with respect to the economic feasibility of the Projects.

Section 5. The Board hereby designates Friday, Eldredge & Clark, LLP, Little Rock, Arkansas as bond counsel for the Bonds and Crews & Associates, Inc. as underwriter for the Bonds.

Section 6. The provisions of this Resolution are hereby declared to be separable and if any provision shall for any reason be held illegal or invalid, such holding shall not affect the validity of the remainder of this Resolution.

Section 7. All resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

ADOPTED: February 15, 2019.

ATTEST:

By \_\_\_\_\_  
Robert Adcock, Chair

\_\_\_\_\_  
Kay Hinkle, Secretary

(SEAL)

### **Distinguished Professor Emeritus Award**

The Faculty Emeritus Committee has unanimously recommended that retired UCA professor, Dr. Mark Cooper, receive the status of Distinguished Professor Emeritus. The professor was nominated for the honor by the faculty in his department, Elementary Literacy and Special Education, and has the support of all appropriate academic councils and administrators.

Upon motion and second, the board unanimously adopted the following resolution:

:

**“BE IT RESOLVED: That the Board of Trustees hereby approves the recommendation that Dr. Mark Cooper receive the honor of Distinguished Professor Emeritus.”**

### **RESOLUTION**

**WHEREAS**, Dr. Mark Cooper served as professor of early childhood education in the Department of Elementary, Literacy, & Special Education at the University of Central Arkansas from 1998 to 2016; and

**WHEREAS**, Dr. Mark Cooper served as Director of the UCA Mashburn Center for Learning from 2003 to 2014; and

**WHEREAS**, Dr. Mark Cooper piloted the UCA Super Kids summer program which continues today; and

**WHEREAS**, Dr. Mark Cooper received the Faculty Excellence Award in Public Service in 2004; and

**WHEREAS**, Dr. Mark Cooper created Chicks for Children, Inc. which connected students in Conway Public Schools with children in Africa; and

**WHEREAS**, Dr. Mark Cooper was recommended unanimously by the tenured faculty of the Department of Elementary, Literacy, & Special Education; and

**WHEREAS**, Dr. Mark Cooper was unanimously recommended to receive the Distinguished Professor Emeritus Award by the Faculty Emeritus Committee;

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of the University of Central Arkansas does hereby bestow the honor and status of Distinguished Professor Emeritus on Dr. Mark Cooper in recognition of his leadership in and his service to the Department of Elementary, Literacy, & Special Education at the University of Central Arkansas; and

**BE IT FURTHER RESOLVED** that this resolution be made part of the minutes of the February 15, 2019 University of Central Arkansas Board of Trustees meeting.

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Bunny Adcock  
Chair

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Kay Hinkle  
Secretary

### **NOTIFICATIONS AND DELETIONS**

#### **Deletion of the Physical Therapy Track in the BS in Health Sciences**

The Department of Physical Therapy proposes to delete the Physical Therapy track from the BS in Health Sciences degree. The primary rationale for the deletion is that it currently exists solely to prepare students for entry into the university's Doctor of Physical Therapy (DPT) program, yet the majority of the students who earn the degree cannot be admitted to the DPT program. The Physical Therapy track within the BS in Health Sciences degree originated in 1989 as a precursor to UCA's then Master of Science (MS) degree in Physical Therapy, and it worked well for that program. The MS in Physical Therapy was a 3+2 degree, and only students admitted to the

master's degree program in Physical Therapy were awarded the degree (upon completion of the first year of the MS program).

With the termination of the MS degree and the advent of the DPT degree in 2000, students were required to have completed a bachelor's degree prior to admission into the DPT program. The BS in Health Sciences–Physical Therapy track was modified to serve as a baccalaureate degree that would serve students pursuing admission into physical therapy in that the degree incorporated prerequisites required for the DPT program. However, because of consistently rising applicant numbers (currently approximately 400 applications for 60 positions), less than 35% of students earning the BS in Health Sciences with the emphasis in Physical Therapy are admitted into the DPT program at UCA. The Physical Therapy faculty believe that our aspiring students will be better served by earning a degree that is widely recognized and could lead to employment in another field or to graduate education in the field should they be unsuccessful in admission to a DPT program.

Currently 310 students are enrolled in the Physical Therapy emphasis, and it is expected that all will be graduated by August 2024.

To serve the needs of incoming undergraduate students interested in Physical Therapy, the department has identified at least six other undergraduate majors that contain the prerequisites for UCA's DPT program. Upon initial advisement and throughout the freshman year, this list will be provided to students by the pre-DPT program advisor. Students uninterested in one of the six majors incorporating DPT prerequisites will be counseled by the pre-DPT program advisor to pick a major of interest to them, and a plan will be made with the student for incorporating the DPT prerequisites into the plan of study.

All appropriate councils and administrators have recommended approval of this deletion.

Supporting materials (following pages): (1) UCA Curriculum Form U3-D, (2) ADHE Form LON-5 (attachment not included here)

Undergraduate Program Deletion Form

Department: Physical Therapy Date: 05/18/2018

Check the type of program to be deleted.

- Degree program
Certificate program
[X] Concentration, emphasis, option, or track in a program
Minor program

Bulletin title of program (brief): BS Health Science, Physical Therapy Emphasis

Complete and attach ADHE form LON-5.

Are any of the prerequisites or requirements of the program to be deleted offered by another department? Yes

If YES, attach a signed letter from each department's chair describing the impact on the department.

Recommended by Department and College (action required)
1. [Signature] 9/17/2018
2. [Signature] 9/17/2018
3. [Signature] 10/18/18
4. [Signature] 10/9/18
Recognized by University Councils (information only)
Is this a teacher education program or option? No
6. [Signature] 11-20-18
7. [Signature] 11/28/18
Approved by
8. [Signature] 12/5/2018
9. [Signature] 12/5/18
10. Notification to Board of Trustees
11. Notification to AHECB
12. Removed from Bulletin by
13. Ended in Banner by
14. Ended in Degree Works by

## LETTER OF NOTIFICATION – 5

### DELETION

(Certificate, Degree, Option/Emphasis/Concentration, Minor, Organizational Unit)

**1. Institution submitting request**

University of Central Arkansas

**2. Contact person/title**

Jonathan A. Glenn  
Associate Provost

**3. Phone number/e-mail address**

(501) 450-3126  
jona@uca.edu

**4. Proposed effective date**

August 15, 2019

**5. Title of certificate, degree program, option, minor, or organizational unit**

Physical Therapy track in the BS in Health Sciences

NOTE: The degree is not being deleted—only this track.

**6. CIP code**

51.9999

**7. Degree code**

2715

**8. Reason for deletion**

The Department of Physical Therapy proposes to delete the Physical Therapy emphasis track from the BS in Health Sciences degree. The primary rationale for the deletion is that it currently exists solely to prepare students for entry into the Doctor of Physical Therapy (DPT) program, yet the majority of the students who earn the degree cannot be admitted to the DPT program. The Physical Therapy emphasis within the BS in Health Sciences degree originated in 1989 as a precursor to UCA's then master's degree in Physical Therapy and worked well for that program. The MS in Physical Therapy was a 3+2 degree, and only students admitted to the master's degree program in Physical Therapy were awarded the BS degree (upon completion of the first year of the master's program). With the termination of the MS degree and the advent of the Doctor of Physical Therapy degree in 2000, students were required to have completed a bachelor's degree prior to admission into the DPT program. The B.S. in Health Sciences Physical Therapy Emphasis was modified to serve as a baccalaureate degree that would serve students pursuing admission into physical therapy in that the degree incorporated prerequisites required for the DPT program. However, due to consistently rising applicant numbers (currently approximately 400 for 60 positions), presently less than 35% of students earning the BS in

Health Sciences Physical Therapy Emphasis are admitted into the DPT program at UCA. The Physical Therapy faculty feel our aspiring students would be better served earning a degree that is widely recognized and could lead to employment in another field or to graduate education in the field should they be unsuccessful in admission to a DPT program.

**9. Number of students still enrolled in program**

310

**10. Expected graduation date of last student**

August 2024

**11. Provide curriculum for deleted program/unit**

See Attachment 1, submitted as a separate file (filename: <uca-LON05-bs-hsci-pttrack-att1.pdf>).

**12. Courses (prefix, number, title) to be deleted as a result of this action**

None

**13. How will students in the deleted program be accommodated? Provide documentation of written notification to students currently enrolled in the program.**

Upon approval of the deletion of the track, students will be notified of the deletion via email. In addition, a notice will be placed on the UCA Physical Therapy Department website, and the track will be deleted from the UCA Undergraduate Bulletin. The Department has identified at least six other undergraduate majors that contain the prerequisites for the UCA DPT program. Upon initial advisement and throughout the freshman year, this list will be provided to students by the pre-DPT program advisor. Students uninterested in one of the six majors incorporating DPT prerequisites will be counseled by the pre-DPT program advisor to pick a major of interest to them, and a plan will be made with the student for incorporating the DPT prerequisites into the plan of study. The pre-DPT program advisor routinely advises incoming freshmen in the UCA Advising Center during the summer months.

A sample notification to students follows:

Dear Jane Smith,

You are receiving this message because you are currently pursuing the Bachelor of Science in Health Sciences - Physical Therapy Emphasis. This message is to inform you that the Physical Therapy Emphasis track for this degree will be deleted and will no longer be available as of August 2024. All individuals currently pursuing this degree option must complete remaining requirements for the degree no later than August 2024. After that date, the degree will no longer be awarded.

Should you have questions regarding this change, please contact your advisor, Mike Hawkinson, who will provide you with additional information and will answer any questions you may have. Mr. Hawkinson may be reached at [mhawkinson@uca.edu](mailto:mhawkinson@uca.edu) or by calling (501) 450-3611.

**14. Indicate the amount of funds available for reallocation.**

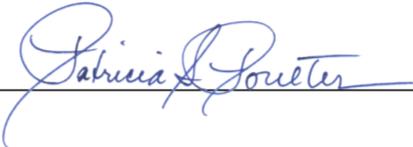
\$0.00

**15. Provide additional program information if requested by ADHE staff.**

If requested.

President/Chancellor Approval date: 2018-12-05

Board of Trustees Notification Date: 2019-02-15 (expected: next scheduled Board meeting)

Chief Academic Officer:  Date: 2018-12-05

[UCA form updated 2017-10-18]

### **Deletion of ADHE Degree Code for the Accelerated BS/MS in Computer Science**

The Department of Computer Science has proposed deletion of an unneeded ADHE degree code that identifies our accelerated BS/MS (4+1) program in Computer Science. UCA did not request the degree code in question (7175). We have never declared a major or conferred a degree under this degree code. Instead, we have always (as we always intended to do) awarded the BS and the MS as they were earned. Deleting this record in the ADHE database, then, lists our programs as what they really are. We will continue to offer to our students the accelerated path to completion of the BS and the MS programs.

All appropriate councils and administrators have recommended approval of this deletion.

Supporting materials (following pages): (1) UCA Curriculum Form 3-D, (2) ADHE Form LON-05

**Undergraduate Program Deletion Form**

Department: Computer Science

Date: 9/27/18

**Check the type of program to be deleted.**

- Degree program
- Certificate program
- Concentration, emphasis, option, or track in a program
- Minor program

Bulletin title of program (brief): ADHE Degree Code only: 7175 (BS+MS Computer Science, Five-Year Program). See LON-5.

Complete and attach ADHE form LON-5.

Are any of the prerequisites or requirements of the program to be deleted offered by another department? No

If YES, attach a signed letter from each department's chair describing the impact on the department.

<b>Recommended by Department and College (action required)</b>			
1. <u>[Signature]</u> Department Curriculum Committee	Date <u>9-27-18</u>	2. <u>[Signature]</u> Department Chair	Date <u>9/27/18</u>
3. <u>[Signature]</u> College Curriculum & Assessment Committee	Date <u>11-16-18</u>	4. <u>[Signature]</u> College Dean	Date <u>11-16-18</u>
<b>Recognized by University Councils (information only)</b>			
Is this a teacher education program or option? <u>No</u>		5. _____ Professional Education Council Date	
If YES, must be reviewed by the Professional Education Council.			
6. <u>[Signature]</u> Undergraduate Council	Date <u>12-13-18</u>	7. <u>[Signature]</u> Council of Deans	Date <u>1/9/19</u>
Submit proposals to the appropriate university Council at least one month before the meeting in which action is desired. Summer submissions may not be considered until the fall term.			
<b>Approved by</b>			
8. <u>[Signature]</u> Provost	Date <u>1/10/2019</u>	9. <u>[Signature]</u> President	Date <u>1/14/19</u>
The Office of the Provost sends all required documentation to the Board of Trustees and the AHECB.			
10. <b>Notification to Board of Trustees</b>		11. <b>Notification to AHECB</b>	
Date _____		Date _____	
The Office of the Provost retains the original and sends a copy to the Office of the Registrar for changes in Degree Works.		<b>Removed from Bulletin by</b>	
		12. _____ Office of the Provost Date	
<b>Ended in Banner by</b>		<b>Ended in Degree Works by</b>	
13. _____ Office of the Provost Date		14. _____ Office of the Registrar Date	
The Registrar returns the copy, signed, to the Office of the Provost. The Office of the Provost sends a copy to the originating department.			

## LETTER OF NOTIFICATION – 5

### DELETION

(Certificate, Degree [Code], Option/Emphasis/Concentration, Minor, Organizational Unit)

**1. Institution submitting request**

University of Central Arkansas

**2. Contact person/title**

Jonathan A. Glenn  
Associate Provost

**3. Phone number/e-mail address**

(501) 450-3126  
jona@uca.edu

**4. Proposed effective date**

Upon notification

**5. Title of certificate, degree program, option, minor, or organizational unit**

BS/MS, Computer Science/Applied Computing - Five-Year Degree Program

**6. CIP code**

11.0701

**7. Degree code**

7175

**8. Reason for deletion**

UCA did not request the degree code in question (7175) to represent our accelerated option for earning both the BS and the MS in Computer Science/Applied Computing. We have never declared a major or conferred a degree under this degree code. Instead, we have always (as we always intended to do) awarded the BS and the MS as they were earned.

Deleting this record in the ADHE database, then, lists our programs as what they really are.

**9. Number of students still enrolled in program**

N/A

**10. Expected graduation date of last student**

N/A

**11. Provide curriculum for deleted program/unit**

N/A

**12. Courses (prefix, number, title) to be deleted as a result of this action**

N/A

**13. How will students in the deleted program be accommodated? Provide documentation of written notification to students currently enrolled in the program.**

N/A

**14. Indicate the amount of funds available for reallocation.**

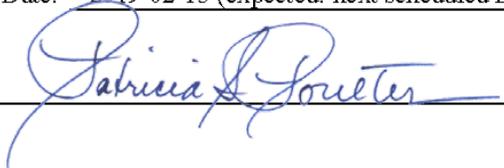
N/A

**15. Provide additional program information if requested by ADHE staff.**

If requested.

President/Chancellor Approval date: 2019-01-11

Board of Trustees Notification Date: 2019-02-15 (expected: next scheduled Board meeting)

Chief Academic Officer:  Date: 2019-01-10

[UCA form updated 2017-10-18]

### **Deletion of Concentrations in the EdS Program in Educational Leadership**

The Department of Leadership Studies in the College of Education has reviewed the curriculum of its Educational Specialist (EdS) program in Educational Leadership and recommended refocusing the program on its core mission: plans of study for administration and supervision in building-level and district-level leadership. To effect that renewed focus, the Department of Leadership Studies has recommended ending current concentrations in the program—PK-12 Education and Post Secondary Education—that lie outside the core mission.

No students are currently enrolled in the Post-Secondary concentration; 23 are enrolled in the PK-12 concentration. It is expected that students currently enrolled in the PK-12 concentration will have completed the program by the end of the summer term, 2020.

All appropriate university councils and administrators have recommended approval of deleting of these concentrations.

Supporting materials (following pages): (1) UCA Curriculum Form G3-D, (2) ADHE Form LON-05

**Graduate Program Deletion Form**

Department: Leadership Studies

Date: 09/12/2018

**Check the type of program to be deleted.**

- Degree program
- Certificate program
- Concentration, emphasis, option, or track in a program

Bulletin title of program (brief): Educational Leadership Program

Complete and attach ADHE form LON-5.

Are any of the prerequisites or requirements of the program to be deleted offered by another department? No

If YES, attach a signed letter from each department's chair describing the impact of the deletion on the department.

<b>Recommended by Department and College (action required)</b>			
1. <u>Shelly Abbott</u> <u>9-18-18</u> Department Curriculum Committee Date	2. <u>[Signature]</u> <u>9/18/18</u> Department Chair Date		
3. <u>[Signature]</u> <u>10-17-18</u> College Curriculum & Assessment Committee Date	College Dean <u>Victoria Kross-Salt</u> <u>10-22-18</u> Date		
<b>Recognized by University Councils (information only)</b>			
Is this a teacher education program or option? <u>Yes</u> If YES, must be reviewed by the Professional Education Council.		5. <u>Victoria Kross-Salt</u> <u>10-22-18</u> Professional Education Council Date	
6. <u>[Signature]</u> <u>11/15/18</u> Graduate Council Date	7. <u>Alicia Crow</u> <u>11/28/18</u> Council of Deans Date		
Submit proposals to the appropriate university Council at least one month before the meeting in which action is desired. Summer submissions may not be considered until the fall term.			
<b>Approved by</b>			
8. <u>[Signature]</u> <u>12/5/2018</u> Provost Date	9. <u>[Signature]</u> <u>12/5/18</u> President Date		
The Office of the Provost sends all required documentation to the Board of Trustees and the AHECB.			
10. <b>Notification to Board of Trustees</b> _____ Date	11. <b>Notification to AHECB</b> _____ Date		
12. <b>Removed from the Bulletin by</b> _____ Office of the Provost Date	13. <b>Ended in Banner by</b> _____ Office of the Provost Date		
14. <b>Ended in Degree Works by</b> _____ Graduate School Date			
The Office of the Provost sends the signed original to the Graduate School. The Graduate School retains the original and sends a copy to the originating department.			

REC'D UCA  
GRADUATE SCHOOL  
OCT 23 2018

## LETTER OF NOTIFICATION – 5

### DELETION

(Certificate, Degree, Option/Emphasis/Concentration, Minor, Organizational Unit)

**1. Institution submitting request**

University of Central Arkansas

**2. Contact person/title**

Jonathan A. Glenn  
Associate Provost

**3. Phone number/e-mail address**

(501) 450-3126  
jona@uca.edu

**4. Proposed effective date**

Fall 2019

**5. Title of certificate, degree program, option, minor, or organizational unit**

EdS in Educational Leadership, concentrations/tracks in Post-Secondary Education and PK-12 Education

**Note:** Only the named concentrations/tracks are being deleted, not the degree program itself.

**6. CIP code**

13.0411

**7. Degree code**

5120

**8. Reason for deletion**

In 2012, the EdS degree in Educational Leadership was approved to offer two concentrations – Post Secondary and PK-12 Concentrations – in order to provide a greater variety of options to potential students. Recent review of the clarity of the program’s purposes leads us to propose removing the concentrations and refocusing the EdS in Educational Leadership on administration and supervision plans of study for building-level and district-level leadership.

**9. Number of students still enrolled in program/option**

There are 23 students enrolled with a PK-12 concentration who are at various stages in their plans of study. There are no students enrolled in the Post-Secondary concentration.

**10. Expected graduation date of last student**

The expected graduation date of the last student is the Summer 2020 semester, assuming that each student completes coursework in all three semesters each year.

**11. Provide curriculum for deleted program/unit**

The curriculum distinguishing these concentrations/tracks comprised “selective” courses only. The core curriculum in the EdS is not being affected by these deletions. We are not, therefore, listing any deleted curriculum here or in item 12.

**12. Courses (prefix, number, title) to be deleted as a result of this action**

N/A

**13. How will students in the deleted program be accommodated? Provide documentation of written notification to students currently enrolled in the program.**

Current students in the PK-12 concentration whose plans of study are not leading to building-level or district-level endorsements, will continue taking the “selective” courses listed on their individual plans of study to completion. A letter on the Department of Leadership Studies letterhead will be sent to all current students notifying them of the imminent changes (see page 3).

**14. Indicate the amount of funds available for reallocation.**

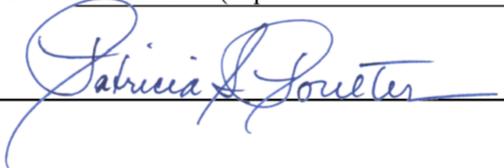
N/A

**15. Provide additional program information if requested by ADHE staff.**

If requested.

President/Chancellor Approval date: 2018-12-05

Board of Trustees Notification Date: 2019-02-15 (expected: next scheduled Board meeting)

Chief Academic Officer:  Date: 2018-12-05

[UCA form updated 2017-10-18]



COLLEGE OF EDUCATION  
DEPARTMENT OF LEADERSHIP STUDIES  
235 MASHBURN  
201 DONAGHEY AVENUE, CONWAY AR 72035

To: Current Educational Specialist (Ed.S.) Students

From: Dr. Louis Nadelson, Chair

Date: October 22, 2018

RE: Notice: In Fall 2019 Discontinuing Option for Post-Secondary and PK-Concentration from Educational Leadership Program

The spring and summer 2019 cohorts will be the last groups of students who will be admitted into the Post-Secondary and PK-Concentration from Educational Leadership Program. Starting in fall 2019, UCA will be discontinuing the option for the Ed.S. Post-Secondary and PK-12, and concentrate on the Ed.S. in Educational Leadership on administration and supervision for building-level and district-level leadership. Again, the change will go into effect in the fall 2019 term.

All students who enrolled in the Ed.S. in semesters prior to fall 2019 will be able to complete their plans of study.

QUALITY - EXCELLENCE - COMMITMENT -DISTINCTION

### **Deletion of the Minor in Public Scholarship and Community Engagement**

Because the minor in Public Scholarship and Community Engagement has not attracted sufficient enrollment and no students are currently declared, the College of Business has requested that it be deleted.

All appropriate councils and administrators have recommended approval of the deletion.

Supporting materials (following pages): (1) UCA Curriculum Form U3-D and (2) ADHE Form LON-5

**Undergraduate Program Deletion Form**

Department: College of Business

Date: 9/10/2018

**Check the type of program to be deleted.**

- Degree program
- Certificate program
- Concentration, emphasis, option, or track in a program
- Minor program

Bulletin title of program (brief): Minor in Public Scholarship and Community Engagement

Complete and attach ADHE form LON-5.

Are any of the prerequisites or requirements of the program to be deleted offered by another department? Yes

If YES, attach a signed letter from each department's chair describing the impact on the department.

<b>Recommended by Department and College (action required)</b>			
1. <u>[Signature]</u> <u>10-9-18</u> Department: Curriculum Committee Date	2. <u>[Signature]</u> <u>10/9/18</u> Department Chair Date		
3. <u>[Signature]</u> <u>10/26/18</u> College Curriculum & Assessment Committee Date	4. <u>[Signature]</u> <u>10/31/18</u> College Dean Date		
<b>Recognized by University Councils (information only)</b>			
Is this a teacher education program or option? <u>Yes/No</u>		5. _____ Date	
If YES, must be reviewed by the Professional Education Council.			
6. <u>[Signature]</u> <u>11-20-18</u> Undergraduate Council Date	7. <u>[Signature]</u> <u>11/28/18</u> Council of Deans Date		
Submit proposals to the appropriate university Council at least one month before the meeting in which action is desired. Summer submissions may not be considered until the fall term.			
<b>Approved by</b>			
8. <u>[Signature]</u> <u>12/5/2018</u> Provost Date	9. <u>[Signature]</u> <u>12/6/18</u> President Date		
The Office of the Provost sends all required documentation to the Board of Trustees and the AHECB.			
10. <b>Notification to Board of Trustees</b> _____ Date	11. <b>Notification to AHECB</b> _____ Date		
The Office of the Provost retains the original and sends a copy to the Office of the Registrar for changes in Degree Works.		<b>Removed from Bulletin by</b>	
12. _____ Office of the Provost Date		13. _____ Office of the Registrar Date	
<b>Ended in Banner by</b>		<b>Ended in Degree Works by</b>	
13. _____ Office of the Provost Date		14. _____ Office of the Registrar Date	
The Registrar returns the copy, signed, to the Office of the Provost. The Office of the Provost sends a copy to the originating department.			

## LETTER OF NOTIFICATION – 5

### DELETION

(Certificate, Degree, Option/Emphasis/Concentration, Minor, Organizational Unit)

**1. Institution submitting request**

University of Central Arkansas

**2. Contact person/title**

Jonathan A. Glenn  
Associate Provost

**3. Phone number/e-mail address**

(501) 450-3126  
jona@uca.edu

**4. Proposed effective date**

Upon notification

**5. Title of certificate, degree program, option, minor, or organizational unit**

Public Scholarship and Community Engagement (minor)

**6. CIP code**

30.9999

**7. Degree code**

N/A

**8. Reason for deletion**

Low enrollment

**9. Number of students still enrolled in program**

N/A

**10. Expected graduation date of last student**

N/A

**11. Provide curriculum for deleted program/unit**

**11.1 Foundation Courses in the Minor (12 hours)**

PHIL 2305 Critical Thinking  
COMM 2311 Business and Professional Speaking  
MGMT 2341 Principles of Management  
WRTG 3310 Technical Writing

**11.2 Elective Courses in the Minor (9 hours)**

Nine hours of 3000- or 4000-level courses, selected in consultation with the minor advisor.

**12. Courses (prefix, number, title) to be deleted as a result of this action**

No courses will be deleted, since all the courses in this interdisciplinary minor are in active use in other programs.

**13. How will students in the deleted program be accommodated? Provide documentation of written notification to students currently enrolled in the program.**

N/A (no students declared/enrolled)

**14. Indicate the amount of funds available for reallocation.**

N/A

**15. Provide additional program information if requested by ADHE staff.**

If requested.

President/Chancellor Approval date: 2018-12-06

Board of Trustees Notification Date: expected 2019-02-15 (next scheduled Board meeting)

Chief Academic Officer:  Date: 2018-12-05

[UCA form updated 2017-10-18]

## **New Undergraduate Technical Certificate in Accounting**

The Department of Accounting has proposed a new undergraduate Technical Certificate (TC) in Accounting. The certificate program uses courses that are already part of the undergraduate program in Accounting and responds to student need. Approximately 20 students each year contact Department of Accounting about returning to school to study accounting. UCA currently offers three options for these students: (1) take accounting courses but earn no new credential, (2) complete a second bachelor's degree, or (3) complete undergraduate prerequisites and then complete a Master of Accountancy. Options 1 and 3 are the most popular, option 1 because it requires the fewest hours and option 3 because it is often close in hours to option 2 and students would prefer to leave with a graduate degree instead of a second undergraduate degree. With the proposed TC in Accounting available to them, students selecting options 1 and 3 would be eligible to earn a credential for their undergraduate work.

All appropriate councils and administrators have recommended approval of the Technical Certificate in Accounting.

Supporting materials (following pages): (1) UCA Curriculum Form U3 and (2) ADHE Form LON-11.

**New Undergraduate Program Transmittal Form**

Department: Accounting Date: 8/1/2018

NOTE: UPON COMPLETION OF ALL REQUIRED APPROVALS, NEW PROGRAMS WILL BE PUBLISHED IN THE BULLETIN FOR THE NEXT ACADEMIC YEAR. If you wish to request a particular effective date, provide details on the following page.

Title of program/concentration/minor: Technical Certificate in Accounting

**Check the type of program and supply the requested information. Attach required documentation.**

- New degree program (Attach ADHE Form P-1 and a Continuous Improvement Process plan.\*)
- New degree program by "reconfiguration" of an existing degree program (Attach ADHE Form LON-11 and a Continuous Improvement Process plan.\*)
- New certificate program (Attach ADHE Form LON-8 or LON-9, a Continuous Improvement Process plan\* and Curriculum Attachment C signed by the Director of Financial Aid.\*\*)
- New concentration, emphasis, option, or track in an existing program. (Attach ADHE Form LON-3.)
- New minor program (Attach ADHE Form LON-3.)

\*Consult the Director of Assessment early in the development of the Continuous Improvement Process plan.

\*\*Consult the Director of Financial Aid early in the development of the new certificate program to determine whether students enrolled in the program will be eligible for financial aid.

Are any of the prerequisites or requirements of the proposed program offered by another department? Yes  
If YES, attach a signed letter from each department's chair describing the impact on the department.

Recommended by Department and College			
1. <u>[Signature]</u> Department Curriculum Committee	<u>8/28/18</u> Date	2. <u>[Signature]</u> Department Chair	<u>8/28/18</u> Date
3. <u>[Signature]</u> College Curriculum & Assessment Committee	<u>9/18/18</u> Date	4. <u>[Signature]</u> College Dean	<u>9/20/18</u> Date

Recommended by University Councils/Committees			
Is this a new degree or certificate program? <u>Yes</u> If YES, then must be reviewed by the Academic Assessment Committee.		Is this a new teacher education program or option? <u>No</u> If YES, must be reviewed by the Professional Education Council.	
5. <u>[Signature]</u> Academic Assessment Committee	<u>11/14/2018</u> Date	6. _____ Professional Education Council	_____ Date
7. <u>[Signature]</u> Undergraduate Council	<u>12-13-18</u> Date	8. <u>[Signature]</u> Council of Deans	<u>1/9/19</u> Date

Submit proposals to the appropriate university Council at least one month before the meeting in which action is desired. Summer submissions may not be considered until the fall term.

Approved by			
9. <u>[Signature]</u> Provost	<u>1/10/2019</u> Date	10. <u>[Signature]</u> President	<u>1/14/19</u> Date

The Office of the Provost sends all required documentation to the AHECB and the Board of Trustees.

11. Letter of Intent to AHECB (if required) Date: _____	12. Notification to or Approval by Board of Trustees (as required) Date: _____
13. Notification to or Approval by AHECB (as required) Date: _____	14. Recorded in Bulletin by Office of the Provost Date: _____

The Office of the Provost retains the original and sends a copy to the Office of the Registrar for changes in Degree Works.

15. Recorded in Banner by Office of the Provost Date: _____	16. Recorded in Degree Works by Office of the Registrar Date: _____
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The Registrar returns the signed copy to the Office of the Provost. The Office of the Provost sends a copy to the originating department.

## LETTER OF NOTIFICATION – 9

### UNDERGRADUATE CERTIFICATE PROGRAM

(21–45 semester credit hours)

(at least 75% of the coursework must be currently offered in existing associate or bachelor's degree program)

**1. Institution submitting request**

University of Central Arkansas

**2. Contact person/title**

Jonathan A. Glenn  
Associate Provost

**3. Phone number/e-mail address**

(501) 450-3126  
jona@uca.edu

**4. Proposed effective date**

January 1, 2019

**5. Name of proposed undergraduate certificate program**

(Program must consist of 21–45 semester credit hours.)

Technical Certificate (TC), Accounting

**6. Proposed CIP code**

52.0301

**7. Reason for proposed program implementation**

Approximately 20 students each year contact Department of Accounting about returning to school to study accounting. UCA currently offers three options for these students: (1) take accounting courses but earn no new credential, (2) complete a second bachelor's degree, or (3) complete undergraduate prerequisites and then complete a Master of Accountancy. Options 1 and 3 are the most popular, option 1 because it requires the fewest hours and option 3 because it is often close in hours to option 2 and students would prefer to leave with a graduate degree instead of a second undergraduate degree. With the proposed TC in Accounting available to them, students selecting options 1 and 3 would be eligible to earn a credential for their undergraduate work.

**8. Provide the following:**

**a. Curriculum outline – list of courses in new program, with required courses underlined**

The proposed certificate will require 24 hours (8 courses)

1. ACCT 2310 Principles of Accounting I
2. ACCT 2311 Principles of Accounting II
3. ACCT 3311 Intermediate Accounting I

4. ACCT 3315 Cost Accounting
5. ACCT 3316 Individual Taxation
6. ACCT 3320 Accounting Information Systems

7-8. Select two of the following:

- ACCT 3312 Intermediate Accounting II
- ACCT 4317 Auditing
- ACCT 3326 Fraud Investigation
- ACCT 3328 Internship in Accounting
- ACCT 4304 Government/Not-for-profit Accounting
- ACCT 4312 Advanced Accounting
- ACCT 4315 Advanced Cost
- ACCT 4316 Advanced Tax
- ACCT 4390 Special Topics in Accounting

**b. Total semester credit hours required for proposed program (program range: 21–45 semester credit hours)**

24 semester credit hours

**c. New courses with course descriptions**

This certificate includes no new courses. All of the courses are already offered in UCA's BBA in Accounting.

**d. Program goals and objectives**

Goal 1: Prepares graduates for entry-level positions in accounting. A minor in accounting prepares students to work in management positions and to use strategically accounting information for decision making purposes. This certificate will increase their accounting knowledge enough for them to work in positions are fully accounting.

Goal 2: Provides and certifies undergraduate prerequisites needed for entry into the Master of Accountancy program at UCA.

**e. Expected student learning outcomes**

- ◆ Our graduates will have the ability to recognize the impact actions have on accounting systems and related stakeholders.
- ◆ Our graduates will possess effective communication abilities.
- ◆ Our graduates will demonstrate knowledge in accounting.

**f. Documentation that program meets employer needs**

The U.S. Bureau of Labor and Statistics projects that jobs for accountants and auditors will increase 10% between 2016 and 2026. Letters of support from public accounting and governmental accounting are attached.

**g. Student demand (projected enrollment) for proposed program**

We project an enrollment of 15 students annually. This estimate is based on meeting with about 20 students each year who are interested in returning to study accounting. After being presented with their options, some decide not to pursue accounting at UCA.

**h. Program approval letter from licensure/certification entity, if applicable**

N/A

**i. Names of institutions offering similar programs and the institution(s) used as a model to develop proposed program**

Auburn University  
Berkeley  
Louisiana State University  
Thomas Edison State University  
Champlain College  
Southern New Hampshire University

**j. Scheduled program review date (within 10 years of program implementation)**

Spring 2024

**9. Institutional curriculum committee review/approval date**

Undergraduate/Graduate Council: 2018-12-13  
Council of Deans: 2019-01-09

**10. Will this program be offered on-campus, off-campus, or via distance delivery?  
Indicate mode of distance delivery.**

This program will be offered primarily on campus as most of the classes are only offered in the traditional lecture format. Some of the classes are available online (via distance delivery) in selected semesters, and the internship course is off-campus.

**11. Identify off-campus location, if applicable.**

N/A. The only off-campus location would be an employer's worksite for an internship.

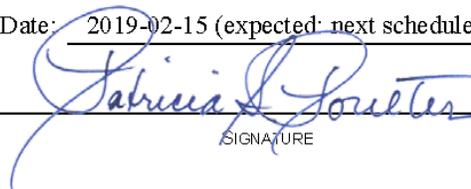
**12. Provide additional program information if requested by ADHE staff.**

If requested.

President/Chancellor Approval Date: 2019-01-11

Board of Trustees Notification Date: 2019-02-15 (expected next scheduled Board meeting)

Chief Academic Officer:



SIGNATURE

2019-01-10

DATE

[UCA form updated 2018-03-23]

## **Curricular Changes to Graduate Programs in Special Education**

To meet the Science of Reading Competencies requirement from the Arkansas Department of Education (ADE), the Department of Elementary, Literacy, and Special Education are implementing minor changes to three graduate programs in Special Education:

(1) The Graduate Certificate (GC) in Special Education K-12 removes one course, adds one course, and adds a second course for students who have not previously established competency in the Science of Reading. Required hours, therefore, change from 21 to 21-24 semester credit hours, depending on the prior preparation of the student.

(2) The Master of Arts in Teaching (MAT) in Special Education K-12 removes one course and adds two courses. Required hours, therefore, increase from 36 to 39 semester credit hours.

(3) The Master of Science in Education (MSE) in Special Education K-12 removes two courses and adds two courses. Required hours, therefore, remain 30 semester credit hours.

These changes are detailed in the supporting materials provided.

All appropriate councils and administrators have recommended approval of these changes.

Supporting materials (following pages): (1) UCA Curriculum Forms G2-A for each program; (2) ADHE Form LON-11C (a combined form for all three programs).

### Graduate Curriculum Change: Action Item

Department/program/concentration: Elementary, Literacy, and Special Education Graduate Certificate: K-12

Date: November 15, 2018

NOTE: CHANGES APPROVED BY THE PROVOST BEFORE JANUARY 31 WILL BE PUBLISHED IN THE BULLETIN FOR THE NEXT ACADEMIC YEAR.

If you wish to request an effective date earlier or later than this deadline stipulates, provide details in section III below.

REC'D UCA  
GRADUATE SCHOOL

**Check all that apply and supply requested information. Attach required documentation.**

- Change in total semester credit hour requirements for a degree or certificate program  
Current requirement: 21 Proposed requirement: 21-24
- Add/remove required course(s) or change course(s) from an elective to a requirement in a degree or certificate program. (List prefix and number; list multiple course on following pages.)  
Add: ELSE 6348 Remove: ELSE 6347 Change: \_\_\_\_\_
- Add/remove elective course(s) or change course(s) from a requirement to an elective in a degree or certificate program when the change affects total hours and/or affects another department.\* (List prefix and number; list multiple courses on the following page.)  
Add: \_\_\_\_\_ Remove: \_\_\_\_\_ Change: \_\_\_\_\_
- Add or remove course prerequisite(s) when the change affects total hours for a degree/certificate program and/or affects another department.\*  
Course prefix and number: \_\_\_\_\_ Remove: \_\_\_\_\_  
Add: \_\_\_\_\_
- Change level and/or credit value of course. Do the course expectations warrant the change in level or credit value? Justify on page 2 and attach relevant documentation (e.g., syllabus).  
Course prefix: \_\_\_\_\_ Current course number: \_\_\_\_\_ Proposed course number: \_\_\_\_\_ (Consult the registrar for available course number.)
- Remove course(s) from the Bulletin when the change affects total hours and/or affects another department.\* (Note: The course(s) will be inactive for a period of five years, and can be reinstated by submitting Curriculum Form G2-I. After five years, the course(s) will be deleted, and can be reinstated only through the new course proposal process.)  
Course(s) (list prefix and number): \_\_\_\_\_
- Other (specify): Addition of ELSE 6349 as a program completion prerequisite.

~~JAN 03 2019~~  
DEC 20 2018

\*If the change affects another department, attach correspondence from the department's chair describing the impact on the department.

Does the change affect student financial aid? No Consult Curriculum Attachment C for qualifying changes. If YES, attach Curriculum Attachment C signed by the Director of Financial Aid.

Recommended by Department and College			
1. <u>[Signature]</u>	Date	2. <u>[Signature]</u>	Date
<u>11-27-18</u>		<u>11-27-18</u>	
3. <u>[Signature]</u>	Date	4. <u>[Signature]</u>	Date
<u>12-10-18</u>		<u>12-17-18</u>	

Recommended by University Councils			
Does this change affect a teacher education program? <u>Yes</u>		5. <u>[Signature]</u>	
If YES, must be reviewed by the Professional Education Council.		Date	
<u>12-17-18</u>			
6. <u>[Signature]</u>	Date	7. <u>[Signature]</u>	Date
<u>1/17/19</u>		<u>2/1/19</u>	

Submit proposals to 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 term.

Approved by <u>[Signature]</u>		Recorded in the Bulletin by _____	
Date		Date	
<u>2/4/2019</u>			
Recorded in Banner by _____		Recorded in Degree Works by _____	
Date		Date	
<u>2/4/2019</u>			

The Office of the Provost sends the signed original to the Graduate School. The Graduate School retains the original and sends a copy to the originating department.

**ORIGINAL**

**Graduate Curriculum Change: Action Item**

Department/program/concentration:

n: Elementary, Literacy, and Special Education M.A.T.

Date: November 20, 2018

NOTE: CHANGES APPROVED BY THE PROVOST BEFORE JANUARY 31 WILL BE PUBLISHED IN THE BULLETIN FOR THE NEXT ACADEMIC YEAR.

If you wish to request an effective date earlier or later than this deadline stipulates, provide details in section III below.

REC'D UCA  
GRADUATE SCHOOL  
DEC 20 2018

**Check all that apply and supply requested information. Attach required documentation.**

- Change in total semester credit hour requirements for a degree or certificate program  
 Current requirement: 36 Proposed requirement: 39
- Add/remove required course(s) or change course(s) from an elective to a requirement in a degree or certificate program. (List prefix and number; list multiple course on following pages.)  
 Add: \_\_\_\_\_ Remove: \_\_\_\_\_ Change: \_\_\_\_\_
- Add/remove elective course(s) or change course(s) from a requirement to an elective in a degree or certificate program when the change affects total hours and/or affects another department.\* (List prefix and number; list multiple courses on the following page.)  
 Add: ELSE 6347 and ELSE 6349 Remove: ELSE 6314 Change: \_\_\_\_\_
- Add or remove course prerequisite(s) when the change affects total hours for a degree/certificate program and/or affects another department.\*  
 Course prefix and number: \_\_\_\_\_ Remove: \_\_\_\_\_  
 Add: \_\_\_\_\_
- Change level and/or credit value of course. Do the course expectations warrant the change in level or credit value? Justify on page 2 and attach relevant documentation (e.g., syllabus).  
 Course prefix: \_\_\_\_\_ Current course number: \_\_\_\_\_ Proposed course number: \_\_\_\_\_ (Consult the registrar for available course number.)
- Remove course(s) from the Bulletin when the change affects total hours and/or affects another department.\* (Note: The course(s) will be inactive for a period of five years, and can be reinstated by submitting Curriculum Form G2-1. After five years, the course(s) will be deleted, and can be reinstated only through the new course proposal process.)  
 Course(s) (list prefix and number): \_\_\_\_\_
- Other (specify): \_\_\_\_\_

\*If the change affects another department, attach correspondence from the department's chair describing the impact on the department.

Does the change affect student financial aid? No Consult Curriculum Attachment C for qualifying changes. If YES, attach Curriculum Attachment C signed by the Director of Financial Aid.

Recommended by Department and College			
1. <u>[Signature]</u>	<u>11-27-18</u>	2. <u>[Signature]</u>	<u>11-27-18</u>
Department Curriculum Committee	Date	Department Chair	Date
3. <u>[Signature]</u>	<u>12-10-18</u>	4. <u>[Signature]</u>	<u>12-18-18</u>
College Curriculum & Assessment Committee	Date	College Dean	Date

Recommended by University Councils			
Does this change affect a teacher education program? <u>Yes</u>		5. <u>[Signature]</u>	<u>12-17-18</u>
If YES, must be reviewed by the Professional Education Council.		Professional Education Council	Date
6. <u>[Signature]</u>	<u>1/17/19</u>	7. <u>[Signature]</u>	<u>2/11/19</u>
Graduate Council	Date	Council of Deans	Date

Submit proposals to 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 term.

8. <u>[Signature]</u>	<u>2/4/2019</u>	9. _____	_____
Provost	Date	Office of the Provost	Date
10. _____	_____	11. _____	_____
Office of the Provost	Date	Graduate School	Date

The Office of the Provost sends the signed original to the Graduate School. The Graduate School retains the original and sends a copy to the originating department.

ORIGINAL

**Graduate Curriculum Change: Action Item**

Department/program/concentration: Elementary, Literacy, and Special Education M.S.E. Date: November 15, 2018

NOTE: CHANGES APPROVED BY THE PROVOST BEFORE JANUARY 31 WILL BE PUBLISHED IN THE BULLETIN FOR THE NEXT ACADEMIC YEAR.

If you wish to request an effective date earlier or later than this deadline stipulates, provide details in section III below.

**Check all that apply and supply requested information. Attach required documentation.**

- Change in total semester credit hour requirements for a degree or certificate program  
Current requirement: \_\_\_\_\_ Proposed requirement: \_\_\_\_\_
- Add/remove required course(s) or change course(s) from an elective to a requirement in a degree or certificate program.  
(List prefix and number; list multiple course on following pages.)  
Add: ELSE 6348 and ELSE 6349 Remove: \_\_\_\_\_ Change: \_\_\_\_\_
- Add/remove elective course(s) or change course(s) from a requirement to an elective in a degree or certificate program when the change affects total hours and/or affects another department.\* (List prefix and number; list multiple courses on the following page.)  
Add: \_\_\_\_\_ Remove: \_\_\_\_\_ Change: ELSE 6309 and ELSE 6384
- Add or remove course prerequisite(s) when the change affects total hours for a degree/certificate program and/or affects another department.\*  
Course prefix and number: \_\_\_\_\_ Remove: \_\_\_\_\_ Add: \_\_\_\_\_
- Change level and/or credit value of course. Do the course expectations warrant the change in level or credit value?  
Justify on page 2 and attach relevant documentation (e.g., syllabus).  
Course prefix: \_\_\_\_\_ Current course number: \_\_\_\_\_ Proposed course number: \_\_\_\_\_ (Consult the registrar for available course number.)
- Remove course(s) from the Bulletin when the change affects total hours and/or affects another department.\*  
(Note: The course(s) will be inactive for a period of five years, and can be reinstated by submitting Curriculum Form G2-1. After five years, the course(s) will be deleted, and can be reinstated only through the new course proposal process.)  
Course(s) (list prefix and number): \_\_\_\_\_
- Other (specify): \_\_\_\_\_

\*If the change affects another department, attach correspondence from the department's chair describing the impact on the department.

Does the change affect student financial aid? No Consult Curriculum Attachment C for qualifying changes. If YES, attach Curriculum Attachment C signed by the Director of Financial Aid.

Recommended by Department and College			
1. <u>Shady Rg</u>	<u>11-12-18</u>	2. <u>[Signature]</u>	<u>11-27-18</u>
Department Curriculum Committee	Date	Department Chair	Date
3. <u>[Signature]</u>	<u>12-12-18</u>	4. <u>Victoria Proveslett</u>	<u>12-17-18</u>
College Curriculum & Assessment Committee	Date	College Dean	Date

Recommended by University Councils			
Does this change affect a teacher education program?	<u>Yes</u>	5. <u>Victoria Proveslett</u>	<u>12-17-18</u>
If YES, must be reviewed by the Professional Education Council.		Professional Education Council	Date
6. <u>[Signature]</u>	<u>1/17/19</u>	7. <u>Alina Crow</u>	<u>2/1/19</u>
Graduate Council	Date	Council of Deans	Date

Submit proposals to 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 term.

Approved by	Recorded in the Bulletin by
8. <u>[Signature]</u>	9. _____
Provost	Office of the Provost
Date: <u>2/4/2019</u>	Date
Recorded in Banner by	Recorded in Degree Works by
10. _____	11. _____
Office of the Provost	Graduate School
Date	Date

The Office of the Provost sends the signed original to the Graduate School. The Graduate School retains the original and sends a copy to the originating department.



## LETTER OF NOTIFICATION – 11C

### CURRICULUM REVISION OF EXISTING CERTIFICATE OR DEGREE PROGRAM

Note: This letter of notification combines related changes in three graduate Special Education programs (see item 3, below). Because the changes to each program derive from the same change in Special Education K-12 teacher licensure standards, a combined letter of notification seems to demonstrate the relationships best.

**1. Institution submitting request**

University of Central Arkansas

**2. Contact person/title**

Jonathan A. Glenn  
Associate Provost

(501) 450-3126  
jona@uca.edu

**3. Title of certificate/degree program**

(1) GC, Special Education K-12

(2) MAT, Special Education K-12

(3) MSE, Special Education K-12

**4. CIP code**

13.1001 (all three programs)

**5. Degree code**

(1) 4980 (GC)

(2) 6953 (MAT)

(3) 5870 (MSE)

**6. Effective date**

Fall 2019

**7. Reason for proposed change**

The program changes detailed here are implemented to meet the Science of Reading Competencies requirement from the Arkansas Department of Education (ADE).

**8. Current and proposed curriculum outline**

(Indicate total semester credit hours required for current certificate/degree and total credit hours for revised program.)

**8.1 Graduate Certificate, Special Education K-12**

8.1.1 Current Curriculum

Total credit hours required: 21 semester credit hours

List of required courses (include subject prefix, course number, course title):

ELSE 6300 SPED 101 Academy: Philosophical, Historical, and Legal Aspects of Special Education

ELSE 6304 Behavior Management and Analysis in Special Education

ELSE 6308 Educational Assessment in Special Education

ELSE 6333 Math and Science for Diverse Learners

ELSE 6347 Foundations of Dyslexia and the Language

ELSE 6366 Educational Programming for Students with Mild Disabilities K-12

ELSE 6367 Educational Programming for Students with Significant Disabilities K-12

8.1.2 Proposed curriculum

Total credit hours required: 21–24 semester credit hours

List of required courses (include subject prefix, course number, course title):

ELSE 6300 SPED 101 Academy: Philosophical, Historical, and Legal Aspects of Special Education

ELSE 6304 Behavior Management and Analysis in Special Education

ELSE 6308 Educational Assessment in Special Education

ELSE 6333 Math and Science for Diverse Learners

ELSE 6348 Multisensory Approach to Language I

ELSE 6366 Educational Programming for Students with Mild Disabilities K-12

ELSE 6367 Educational Programming for Students with Significant Disabilities K-12

Students who enter the endorsement program *without* having completed the Science of Reading test, will be required to complete the following course, bringing the total hours required to 24 semester credit hours:

ELSE 6349 Multisensory Approach to Language II

**8.2 Master of Arts in Teaching, Special Education K-12**

8.2.1 Current Curriculum

Total credit hours required: 36

List of required courses (include subject prefix, course number, course title):

- ELSE 6300 SPED 101 Academy: Philosophical, Historical, and Legal Aspects of Special Education
- ELSE 6304 Behavior Management and Analysis in Special Education
- ELSE 6308 Educational Assessment in Special Education
- ELSE 6314 Diagnosis and Intervention of Reading Difficulties
- ELSE 6333 Math and Science for Diverse Learners
- ELSE 6348 Multisensory Approach to Language I
- ELSE 6366 Educational Programming for Students with Mild Disabilities K-12
- ELSE 6367 Educational Programming for Students with Significant Disabilities K-12
- ELSE 6375 The Practice of Teaching Diverse Learners
- ELSE 6600 Special Education MAT Internship
- ASTL 6380 Research Methods

8.2.2 Proposed Curriculum

Total credit hours required: 39

List of required courses (include subject prefix, course number, course title):

- ELSE 6300 SPED 101 Academy: Philosophical, Historical, and Legal Aspects of Special Education
- ELSE 6304 Behavior Management and Analysis in Special Education
- ELSE 6308 Educational Assessment in Special Education
- ELSE 6333 Math and Science for Diverse Learners
- ELSE 6347 Foundations of Dyslexia and the Language
- ELSE 6348 Multisensory Approach to Language I
- ELSE 6349 Multidisciplinary Approach to Language II
- ELSE 6366 Educational Programming for Students with Mild Disabilities K-12
- ELSE 6367 Educational Programming for Students with Significant Disabilities K-12

ELSE 6375 The Practice of Teaching Diverse Learners

ELSE 6600 Special Education MAT Internship

ASTL 6380 Research Methods

### **8.3 Master of Science in Education, Special Education K-12**

#### 8.3.1 Current Curriculum

Total credit hours required: 30 semester credit hours

List of required courses (include subject prefix, course number, course title):

ELSE 6300 SPED 101 Academy: Philosophical, Historical, and Legal Aspects of Special Education

ELSE 6304 Behavior Management and Analysis in Special Education

ELSE 6308 Educational Assessment in Special Education

ELSE 6309 Solution-Focused Learning [Class substitution for those who come into the program having completed the Science of Reading test]

ELSE 6333 Math and Science for Diverse Learners

ELSE 6347 Foundations of Dyslexia and the Language

ELSE 6366 Educational Programming for Students with Mild Disabilities K-12

ELSE 6367 Educational Programming for Students with Significant Disabilities K-12

ELSE 6384 Research and Best Practices in Special Education [Class substitution for those who come into the program having completed the Science of Reading test]

ASTL 6380 Research Methods

#### 8.3.2 Proposed Curriculum

Total credit hours required: 30 semester credit hours

List of required courses (include subject prefix, course number, course title):

ELSE 6300 SPED 101 Academy: Philosophical, Historical, and Legal Aspects of Special Education

ELSE 6304 Behavior Management and Analysis in Special Education

ELSE 6308 Educational Assessment in Special Education

ELSE 6333 Math and Science for Diverse Learners

ELSE 6347 Foundations of Dyslexia and the Language

ELSE 6348 Multisensory Approach to Language I

ELSE 6349 Multidisciplinary Approach to Language II

ELSE 6366 Educational Programming for Students with Mild Disabilities K-12

ELSE 6367 Educational Programming for Students with Significant Disabilities K-12

ASTL 6380 Research Methods

Graduate candidates who enter the program having previously established proficiency in the Science of Reading may (1) substitute ELSE 6384 Research and Best Practices in Special Education and/or ELSE 6309 Solution-Focused Learning for ELSE 6348 and/or ELSE 6349; or (2) if they wish to complete the Gifted and Talented certificate program (15 credit hours), they may substitute six hours of gifted and talented (GATE) coursework for ELSE 6348 and ELSE 6349.

**9. Institutional curriculum committee review/approval date for revised certificate/degree**

Undergraduate/Graduate Council: 2019-01-17

Council of Deans: 2019-02-01

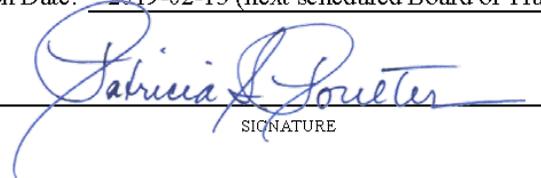
**11. Additional program information requested by ADHE staff**

If requested.

President/Chancellor Approval Date: 2019-02-06

Board of Trustees Notification Date: 2019-02-15 (next scheduled Board of Trustees meeting)

Chief Academic Officer:

  
SIGNATURE

2019-02-04

DATE

[UCA form updated 2018-03-07]

**EXECUTIVE SESSION**

The board unanimously declared an executive session to consider employment, appointments, promotions, demotions, disciplining and resignations of employees, upon motion by Kay Hinkle with a second by Shelia Vaught.

**OPEN SESSION**

The board unanimously approved the following motion made by Shelia Vaught with a second by Kay Hinkle:

**“I move that all appointments, adjustments to salary and title, and other matters set forth on the personnel action 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 Cornell Maltbia and second by Terry Fiddler.

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

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**Bunny Adcock**  
**Chair**

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**Kay Hinkle**  
**Secretary**