

The University of Central Arkansas Board of Trustees convened at 10:00 a.m., October 8, 2021, with the following officers and members present:

Ms. Kay Hinkle – Chair
Dr. Terry Fiddler – Vice Chair
Mr. Curtis Barnett – Secretary
Mr. Bunny Adcock
Ms. Amy Denton
Rev. E.C. Maltbia

Mr. Joe Whisenhunt was absent.

MINUTES

The board unanimously approved the minutes of the August 13, 2021, board meeting as submitted upon motion by Curtis Barnett and second by Bunny Adcock.

REPORTS

President’s Report – President Davis recognized Daisy Martinez and Grant Williams as the recipients of the Bear C.L.A.W.S. awards.

Audit & Finance Committee Update – Curtis Barnett, chair of the Audit & Finance Committee, informed the trustees of the audits that were reviewed by the committee.

Financial Report – Diane Newton provided a financial update.

ACTION AGENDA

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 contract with the following company/organization:

1. First Real Estate Limited Partnership LLLP (Robert Adcock, Jr., Partner)

Bunny Adcock recused himself from participation in this agenda item. The following resolution was adopted upon motion by Curtis Barnett and second by E.C. Maltbia:

“BE IT RESOLVED: That the Board of Trustees authorizes the administration to enter into a contract with First Real Estate Limited Partnership LLLP, listed above and on the following page.”

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

2. Nabholz Construction Services
3. Software House International (SHI)

The following resolution was adopted upon motion by Bunny Adcock and second by Curtis Barnett:

“BE IT RESOLVED: That the Board of Trustees authorizes the administration to enter into the contracts with Nabholz Construction Services and Software House International (SHI), 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

1. Vendor/Party: First Real Estate Limited Partnership LLLP (Robert Adcock, Jr., Partner)

Amount: \$98,415.72 for the three-year period.

Summary of Contract Information: The university is renewing its lease of approximately 2,500 square feet at 1107 Oak Street, Conway. This is the location of UCA Downtown. The initial lease was from December 1, 2015, to November 30, 2018. The current lease (first lease amendment) expires on November 30, 2021. This second lease amendment was drafted and approved by the Department of Transformation and Shared Services, Division of Building Authority.

Term: December 1, 2021, to November 30, 2024.

2. Vendor/Party: Nabholz Construction Services

Amount: Approximately \$386,000.

Summary of Contract Information: The university is replacing the College Square dining hall roof and renovating the patio area. Nabholz was selected based on a job order contract.

Term: Estimated completion date is November 15, 2021.

3. Vendor/Party: Software House International (SHI)

Amount: Approximately \$130,000 for the five-year period.

Summary of Contract Information: The university is purchasing Cisco's Duo product from SHI to allow for multi-factor authentication in order to enhance security when employees access the university computer system.

Term: Approximately December 1, 2021, to November 30, 2026.

Acceptance of Legislative Audit Report for Fiscal Year 2020

In accordance with Act 4 of 1991, the Board of Trustees is required to review audit reports and the accompanying comments related to publicly-funded institutions. The act requires that the board take appropriate action related to each finding and recommendation contained in the report.

There were no audit report findings for fiscal year 2020. The audit was provided to management and was submitted for the board's review prior to the October 8, 2021, meeting.

The following resolution was adopted upon motion by E.C. Maltbia and second by Curtis Barnett:

“BE IT RESOLVED: That the Board of Trustees accepts the audit report for fiscal year 2020 as prepared by the Arkansas Division of Legislative Audit.”

Insurance Services

Health Insurance

After consultation with the Employee Benefits Advisory Committee (EBAC) and Stephens, Inc., the UCA Administration recommends that health rates be increased by 4.9% (\$552,598) for the 2022 calendar year. This increase is based on a review of claims data and medical and pharmacy trend analysis.

The initial projection was a 7.7 % increase, but the final recommendation of 4.9% was achieved through cost-savings incurred by renegotiating UCA's stop-loss renewal, an increase in pharmacy rebates, and use of health plan reserve funds.

The UCA health plan is in its sixth year of self-insurance, and, as of August 31, 2021, the plan had a surplus of \$972,882 above what it is required for the Incurred But Not Reported (IBNR) reserves.

2022 Proposed Health Rates (monthly)

	Current Point of Service Rates			Proposed Point of Service Rates		
	Employee	Employer	Total	**Employee	Employer	Total
Employee Only	\$66.83	\$420.63	\$487.46	\$70.10	\$441.25	\$511.35
Employee/Spouse	\$316.62	\$689.09	\$1,005.71	\$332.14	\$722.85	\$1,054.99
Employee/Child(ren)	\$219.46	\$706.17	\$925.63	\$230.22	\$740.77	\$970.99
Employee/Family	\$498.08	\$881.47	\$1,379.55	\$522.48	\$924.67	\$1,447.15
*Special Family	\$237.78	\$1,141.77	\$1,379.55	\$249.44	\$1,197.71	\$1,447.15

	Current Consumer Driven Health Plan Rates			Proposed Consumer Driven Health Plan Rates		
	Employee	Employer	Total	**Employee	Employer	Total
Employee Only	\$39.17	\$316.49	\$355.66	\$41.08	\$332.01	\$373.09
Employee/Spouse	\$232.08	\$509.12	\$741.20	\$243.46	\$534.06	\$777.52
Employee/Child(ren)	\$163.10	\$523.71	\$686.81	\$171.10	\$549.36	\$720.46
Employee/Family	\$385.35	\$628.45	\$1,013.80	\$404.24	\$659.24	\$1,063.48
*Special Family	\$181.41	\$832.39	\$1,013.80	\$190.30	\$873.18	\$1,063.48

*Special Family applies when two married employees are on the same plan.

**Employee monthly rate will be reduced by either \$20 or \$40 for BeWell participants that completed qualifying employee wellness activities between November 1, 2020, and October 31, 2021.

Dental Insurance

The university conducted a competitive Request for Proposals (RFP) during 2021 for the group dental insurance plan. Based upon the RFP results and consultation with Stephens, Inc., the EBAC recommends that the university continue the contract with Blue Advantage for the calendar year 2022. There will be no rate or plan design changes for 2022.

Vision Insurance

There are no rate or plan design changes for 2022 with Superior Vision Services, Inc. The current rates are guaranteed through 2023.

Life and Long-term Disability

The university conducted a competitive RFP during 2021 for the group term life insurance and long-term disability insurance plan. Based upon the RFP results and consultation with Stephens, Inc., the EBAC recommends accepting the proposal from Ochs/Securian beginning January 1, 2022. This proposal will result in an annual cost savings of \$51,700 for the university, while adding optional life insurance coverage for spouses and children, as well as increasing the monthly maximum long-term disability benefit from \$8,500 to \$15,000.

Curtis Barnett recused himself from participation in this agenda item. The following resolution was adopted upon motion by Terry Fiddler and second by E.C. Maltbia:

“BE IT RESOLVED: That the Board of Trustees hereby authorizes the administration to make the above changes to the UCA Health, Dental and Life & Long-term Disability Insurance Plans, and authorizes the president of the university, or his designee, to execute documents, enter into contracts, and take such other steps as may be necessary or required to facilitate the plans.”

Committee Structure for Strategic Planning – Revisions

In 2012, the UCA Board of Trustees approved a Strategic Planning and Resource Council (SPARC) to lead strategic planning at UCA; the SPARC structure was revised in 2013 and 2015. SPARC comprised a leadership superstructure that carried the SPARC name and coordinated the work of two constituent committees, the Strategic Planning Committee and the Strategic Budget Advisory Committee.

The university administration proposes the following changes to simplify and clarify the university's strategic planning processes and leadership:

1. Decommission the Strategic Budget Advisory Committee (SBAC). SBAC's activity has been suspended since 2016-2017, and the Resource Optimization Initiative (ROI) has provided an agile and transparent approach to allocation of financial resources.
2. Update the description of the Strategic Planning Committee (SPC) to align with current practices and needs, ensuring that the membership of the SPC continues to represent stakeholder groups, making clear that the SPC is the representative strategic planning body, and updating the charge of the SPC accordingly.
3. Decommission SPARC and its executive committee as no longer necessary for coordinating the work of SPC and SBAC.

The revised SPC description is reflected on the following page.

The administration further proposes that the Strategic Planning Committee be designated as a university committee and future updates to the SPC be subject to the procedures set forth by the University Committee on Committees.

The following resolution was adopted upon motion by Terry Fiddler and second by Bunny Adcock:

“BE IT RESOLVED: That the Board of Trustees approve the revisions to the university’s committee structure for strategic planning as reflected above and on the following page and that the Strategic Planning Committee be designated as a university committee.”

Strategic Planning Committee

Charge of the Strategic Planning Committee (SPC)

- a. Serve as the representative body for strategic planning at the university
- b. Undertake updates and revisions to the UCA Strategic Plan as directed by the president and conduct other studies and inquiries as the SPC, in consultation with the president, deems appropriate
- c. Report annually to the campus, based on reporting from the responsible units, on the university's implementation of the strategic plan, including any recommendations for near-term implementation changes
- d. Present concerns and recommendations to the president

Membership

The Strategic Planning Committee has the following members, appointed before October 1 of each year:

- a. A chair, appointed by the president
- b. The presidents and vice-presidents of the Faculty Senate, the Staff Senate, and the Student Government Association
- c. Three tenured faculty members, including one academic department chair or equivalent, appointed by the Faculty Senate to two-year, staggered terms
- d. Two staff members (one classified and one non-classified) appointed by the Staff Senate to two-year, staggered terms
- e. Two students appointed by the Student Government Association to one-year terms
- f. One dean, elected by the Council of Deans to a two-year term
- g. One vice president elected by the president's Cabinet to a two-year term
- h. One member of the UCA Board of Trustees appointed by the Board to a one-year term
- i. One community member appointed by the president to a two-year term
- j. The provost or designee
- k. The director of the Office of Institutional Research (non-voting ex-officio)

Meetings

- a. The SPC will meet at least twice per academic semester.
- b. The meeting schedule for the following year will be established before the end of each spring semester, and the schedule will be announced to the university community using whatever communication means are considered most likely to reach the broadest possible university audience.

Reports to

President

EXECUTIVE SESSION

The board unanimously declared an executive session to consider employment, appointments, promotions, demotions, disciplining and resignations of employees, upon motion by E.C. Maltbia and second by Curtis Barnett.

OPEN SESSION

No action was taken during Executive Session.

ADJOURNMENT

There being no further business to come before the board, the meeting was adjourned upon motion by E.C. Maltbia and second by Curtis Barnett.

The University of Central Arkansas Board of Trustees

Kay Hinkle
Chair

Curtis Barnett
Secretary