

**AGENDA FOR MEETING OF BOARD OF TRUSTEES
OF
UNIVERSITY OF CENTRAL ARKANSAS
AT
2:30 P.M.
ON
MAY 26, 2022**

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

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES

IV. END-OF-YEAR REPORTS FROM THE OUTGOING PRESIDENTS OF THE FACULTY SENATE, STAFF SENATE, AND STUDENT GOVERNMENT ASSOCIATION

- **Professor Amber Wilson, Outgoing Faculty Senate President**
- **Ms. Nadia Eslinger, Outgoing Staff Senate President**
- **Ms. Mya Hall, Outgoing Student Government Association President**

V. REPORTS

A. President’s Report

- **Bear C.L.A.W.S. (Celebrating the Lofty Achievements of our Wonderful Students)**
- **Newman Civic Fellow**

B. Audit & Finance Committee

C. UCA Alliance for Economic Impact Update

VI. COMMENTS ON ACTION AGENDA BY THE PRESIDENTS OF THE FACULTY SENATE, STAFF SENATE, AND STUDENT GOVERNMENT ASSOCIATION

- **Dr. Kristin Dooley, Faculty Senate President**
- **Mr. Carlos Herrera, Staff Senate President**
- **Ms. Courtney Clawson, Student Government Association President**

VII. ACTION AGENDA

A. Contract Review Procedures – Board Policy No. 416

- 1. Aramark Educational Services, LLC**
- 2. Startup Junkie Consulting**
- 3. CapFinancial (formerly Cammack)**

On-Call Services

- 4. WER Architects, AMR Architects, Stocks-Mann Architects, PLC, and WD&D Architects**
- 5. Crafton Tull & Associates and DCI**
- 6. Entegrity Partners and Cromwell Architects Engineers**
- 7. Environmental Enterprise Group (EEG) and Safety & Environmental Investigations, Inc.**
- 8. Insight Engineering**
- 9. Harbor Environmental**

B. Extracurricular Camps – Board Policy No. 653

C. Request for Provisional Positions

D. Fees – Mandatory General Registration and Other - Board Policy No. 630 and Fees – Other Instructional Fees – Board Policy No. 639

E. Operating Budget 2022-23

F. *Faculty Handbook* – Board Policy No. 300

G. Academic Calendar and Critical Dates – Fall 2025 through Summer 2026

H. Temporary Undergraduate Admission Criteria (2023/2024 Academic Year) – Board Policy No. 310

VIII. NOTIFICATIONS/DELETIONS

A. Notification: MS in Nutrition, New Dietetics and Nutrition Therapy Track

- B. Notification: New Bachelor of Public Administration Program by Reconfiguration**
- C. Notification: New Undergraduate Certificate of Proficiency in Financial Literacy**
- D. Notification: Title Change for the Existing Bachelor of Arts in Writing**
- E. Notification: Deletion of Three Concentrations from the MA in English**
- F. Notification: Deletion of the Bachelor of Science Program in Film [Retaining the BA in Film]**
- G. Notification: Deletion of the Bachelor of Science Program in Theatre [Retaining the BA in Theatre]**

IX. NEW BUSINESS

X. EXECUTIVE SESSION

XI. OPEN SESSION

XII. ADJOURNMENT

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III. MINUTES

Minutes of the February 18, 2022, board meeting, which can be found on UCA's website, were distributed to board members for review prior to the May 26, 2022, board meeting.

VII. ACTION AGENDA

A. 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:

1. Aramark Educational Services, LLC
2. Startup Junkie Consulting
3. CapFinancial (formerly Cammack)

On-Call Contracts

4. WER Architects, AMR Architects, Stocks-Mann Architects, PLC, and WD&D Architects
5. Crafton Tull & Associates and DCI
6. Entegrity Partners and Cromwell Architects Engineers
7. Environmental Enterprise Group (EEG) and Safety & Environmental Investigations, Inc.
8. Insight Engineering
9. Harbor Environmental

Therefore, the president recommends to the Board of Trustees the following resolution:

“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

1. Vendor/Party: Aramark Educational Services, LLC.

Amount: The amount will be based on meal plan rates and use, catering events, and revenues generated.

Summary of Contract Information: The purpose of the agreement 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. The initial term is for two years, but the contract may be extended in one- or two-year increments not to exceed a total contract length of ten years.

Term: July 1, 2022 to June 30, 2024.

2. Vendor/Party: Startup Junkie Consulting.

Amount: \$750,000 (\$250,000 per year).

Summary of Contract Information: This is a contract for innovation and entrepreneurship consultant services. This is the same vendor that has been operating the Makerspace, providing evaluation of programming, and developing innovation and entrepreneurship programs. The contract allows either party to terminate for convenience by providing sixty days written notice.

Term: July 1, 2022 to June 30, 2025, but date can be extended to a maximum of seven years upon approval of General Assembly

3. Vendor/Party: CapFinancial (formerly Cammack).

Amount: \$165,498.01 for the three-year period.

Summary of Contract Information: This is a renewal of an existing agreement to provide consulting services related to retirement plan. The contract has been in place for four years, and the renewal is for three years.

Term: July 1, 2022 to June 30, 2025.

SUMMARY OF ON-CALL CONTRACTS

4. **Vendor:** WER Architects; AMR Architects; Stocks-Mann Architects, PLC; and WD&D Architects

Amount: \$2,000,000 per vendor

Summary of Contract Information: To provide on-call architectural services for various campus projects.

Expiration Date: June 30, 2026, but date can be extended upon approval of General Assembly.

5. **Vendor:** Crafton Tull & Associates Inc. and DCI

Amount: \$500,000 per vendor

Summary of Contract Information: To provide on-call landscape architectural services for various campus projects.

Expiration Date: June 30, 2026, but date can be extended upon approval of General Assembly.

6. **Vendor:** Crafton Tull & Associates Inc. and DCI

Amount: \$500,000 per vendor

Summary of Contract Information: To provide on-call civil engineering services for various campus projects.

Expiration Date: June 30, 2026, but date can be extended upon approval of General Assembly.

7. **Vendor:** Crafton Tull & Associates Inc. and DCI

Amount: \$500,000 per vendor

Summary of Contract Information: To provide on-call land surveying services for various campus projects.

Expiration Date: June 30, 2026, but date can be extended upon approval of General Assembly.

8. **Vendor:** Entegrity Partners and Cromwell Architects Engineers

Amount: \$500,000 per vendor

Summary of Contract Information: To provide on-call LEEDS Commissioning services for various campus projects.

Expiration Date: June 30, 2026, but date can be extended upon approval of General Assembly.

9. **Vendor:** Environmental Enterprise Group (EEG) and Safety & Environmental Investigations, Inc.

Amount: \$500,000 per vendor

Summary of Contract Information: To provide on-call environmental services for various campus projects.

Expiration Date: June 30, 2026, but date can be extended upon approval of General Assembly.

10. **Vendor:** Insight Engineering and Cromwell Architects Engineers

Amount: \$500,000 per vendor

Summary of Contract Information: To provide on-call mechanical engineering services for various campus projects.

Expiration Date: June 30, 2026, but date can be extended upon approval of General Assembly.

11. **Vendor:** Harbor Environmental and Cromwell Architects Engineers

Amount: \$500,000 per vendor

Summary of Contract Information: To provide on-call structural engineering services for various campus projects.

Expiration Date: June 30, 2026, but date can be extended upon approval of General Assembly.

12. **Vendor:** Insight Engineering and Harbor Environmental

Amount: \$500,000 per vendor

Summary of Contract Information: To provide on-call electrical engineering services for various campus projects.

Expiration Date: June 30, 2026, but date can be extended upon approval of General Assembly.

VII. ACTION AGENDA

B. Extracurricular Camps – Board Policy No. 653

Board Policy No. 653, adopted pursuant to Ark. Code Ann. 6-62-401, authorizes the Board of Trustees to grant permission to employees to conduct, on and in campus facilities, certain outside work for private compensation, which is to be engaged in only after their employment responsibilities to the university have been fully discharged. These camps are designed to bring future students to campus who might decide to enroll as a result of their exposure to university facilities, personnel, and programs.

In order to approve these private camps, the Board must determine that:

- (i) the activity in question involves no conflict of interest with the mission and purpose of the university;
- (ii) the activity proposed will bring to the campus a significant number of persons who are potentially future students who might tend to enroll as a result of their exposure to the university's facilities and personnel while engaged in this activity; and
- (iii) the activity will, as a part thereof, generate funds to be paid to the university for housing, meals, and for the use of other university resources which will produce significant revenues in support of the auxiliary functions of the university serving enrolled students.

The camps will pay the same costs and fees for use of facilities, housing, food services, and other resources as established by the university for other camps. The exact dates, times, requirements, agreement terms, and policies shall be determined by the administration in accordance with existing university policy. The proposed camps are listed on the following page. These camps are distinct from university-sponsored camps and private camps operated by entities other than employees.

Therefore, the president recommends to the Board of Trustees the following resolution:

“BE IT RESOLVED: That the Board of Trustees makes the above findings and authorizes the administration to enter into agreements with employees to conduct the private camps listed below on and in campus facilities, effective through June 30, 2023.”

Program	Employees	Facilities
Baseball	Baseball coaching staff	Bear Stadium
Football	Football coaching staff	Estes Stadium and Practice Facility
Men's Basketball	Basketball coaching staff	Farris Center
Women's Basketball	Basketball coaching staff	Farris Center
Men's/Women's Golf	Golf coaching staff	
Men's/Women's Soccer	Soccer coaching staff	Bill Stephens Field
Softball	Softball coaching staff	Farris Field
Tennis	Tennis coaching staff	Tennis Courts
Volleyball	Volleyball coaching staff	Prince Center
Beach Volleyball	Volleyball coaching staff	Beach Courts and Prince Center
Strength/Conditioning	Strength/Conditioning coaching staff	Indoor Center
ACC Choir Camp	Music faculty and staff	Snow Fine Arts Center

*Each camp may utilize housing, food services, student health clinic, meeting spaces, HPER, and other campus facilities and resources at applicable rates and subject to university policies.

VII. ACTION AGENDA

C. Request for Provisional Positions

The State of Arkansas, through the position appropriation process, permits the university to request provisional positions when there is an emergency or an unexpected need.

Provisional positions may be assigned when the university receives temporary and/or unanticipated funding through grants, contract agreements, or increased collections. Provisional positions exist only as long as the funding for those positions is available and do not automatically convert to regular, budgeted positions.

In submitting a request for the allocation of provisional positions, the state process first requires authorization for that request through the university's Board of Trustees.

At this time, the university has funding through federal, state and private grants for 60 additional positions.

Name	State Title	Funding Source
Jacob Walker	Research Associate	Arkansas Research Center (ARC) - Arkansas Department of Education & Arkansas Department of Human Services
Eleanor Wheeler	Project/Program Specialist	Arkansas Research Center (ARC) - Arkansas Department of Human Services
Vacant	Project/Program Director	Arkansas Center for Research in Economics (ACRE) - Private Funds
Jessie Beal	Project/Program Specialist	Upward Bound - Federal - U.S. Department of Education
Melanie Bradford	Research Associate	Arkansas Research Center (ARC) - Arkansas Department of Education- Environmental And Spatial Technology Initiative (EAST) - Technology Information Center for Administrative Leaders (TICAL)
Joyce Ajayi	Research Associate	Arkansas Center for Research in Economics (ACRE) - Private Funds
Zachary Burt	Research Associate	Arkansas Center for Research in Economics (ACRE) - Private Funds
Mavuto Kalulu	Research Associate	Arkansas Center for Research in Economics (ACRE) - Private Funds
Emily Lane	Project/Program Manager	Arkansas Tobacco Settlement
Vacant	Project/Program Director	Arkansas Center for Research in Economics (ACRE) - Private Funds

Chad Hearne	Project/Program Director	UCA Foundation - Private Funds
Jessica Taylor	Project/Program Specialist	UCA Foundation - Private Funds & Collections - Athletics
Kimberly Calhoon	Project/Program Director	Arkansas Department of Education & Private Funds
Colin Hodges	Assistant Professor – 9 Month	Arkansas Center for Research in Economics (ACRE) – Private Funds
Michelle Stoll	Project/Program Specialist	Arkansas Center for Research in Economics (ACRE) – Private Funds
Joseph Johns	Research Associate	Arkansas Center for Research in Economics (ACRE) – Private Funds
Vacant	Research Assistant	Arkansas Center for Research in Economics (ACRE) – Private Funds
Vacant	Assistant Professor – 12 Month	Scholar in Residence for Arkansas Center for Research in Economics (ACRE) – Private Funds
Terra Votaw	Project/Program Manager	Arkansas Center for Research in Economics (ACRE) – Private Funds
Vacant	Project/Program Manager	Arkansas Center for Research in Economics (ACRE) – Private Funds
Michelle Erwin	Project/Program Director	Upward Bound - Federal - U.S. Department of Education
Sarah Argue	Research Associate	Arkansas Research Center (ARC) - Arkansas Department of Career Education/Arkansas Department of Human Services/Arkansas Department of Education
Greg Holland	Director of Computer Services	Arkansas Research Center (ARC) - Arkansas Department of Career Education/Arkansas Department of Human Services/Arkansas Department of Education
Angela Polk	Project/Program Specialist	UCA Foundation - Private Funds
Mauree Peppers	Project/Program Specialist	UCA Foundation - Private Funds
Felicia Osborn	Research Associate	Biology – Federal - National Science Foundation (NSF)

Vacant	Research Associate	Arkansas Center for Research in Economics (ACRE) – Private Funds
Vacant	Research Associate	Arkansas Center for Research in Economics (ACRE) – Private Funds
Vacant	Research Assistant	Arkansas Center for Research in Economics (ACRE) – Private Funds
Vacant	Project/Program Manager	Arkansas Center for Research in Economics (ACRE) – Private Funds
Vacant	Research Associate	Computer Science and Engineering – Federal - National Institutes of Health (NIH) Virtual Operating Room Team/VORTeX Supplement Grant
Vacant	Administrative Specialist III	Upward Bound - Federal - U.S. Department of Education
Vacant	Research Associate	Arkansas Research Center (ARC) - Arkansas Department of Education/Arkansas Department of Human Services
Melissa Wax	Project/Program Specialist	UCA Foundation - Private Funds
Vacant	9-month Instructor	National History Day Grant/History Department
Scott Smith	President	Arkansas Public School Resource Center
Vacant	Executive Vice-President	Arkansas Public School Resource Center
Vacant	Executive Project/Program Director	Arkansas Public School Resource Center
Vacant	Executive Project/Program Director	Arkansas Public School Resource Center
Lisa Walters	Business Manager	Arkansas Public School Resource Center
Vacant	Business Manager	Arkansas Public School Resource Center
Joie Ketcham	Associate for Administration	Arkansas Public School Resource Center
Vacant	Associate for Administration	Arkansas Public School Resource Center

Vacant	Executive Project/Program Director	Arkansas Public School Resource Center
Christina Fowler	Project/Program Director	Arkansas Public School Resource Center
Vacant	Executive Project/Program Director	Arkansas Public School Resource Center
Vacant	Financial Systems Coordinator	Arkansas Public School Resource Center
Scott McRae	Financial Systems Coordinator	Arkansas Public School Resource Center
Kathy Hanlon	Financial Systems Coordinator	Arkansas Public School Resource Center
Bonnie Colville	Financial Systems Coordinator	Arkansas Public School Resource Center
Melody Morgan	Executive Project/Program Director	Arkansas Public School Resource Center
Jeana Wiliams	Executive Project/Program Director	Arkansas Public School Resource Center
Joanna Lever	Executive Project/Program Director	Arkansas Public School Resource Center
Jim Fowler	Project/Program Specialist	Arkansas Public School Resource Center
Ben Janelle	Executive Project/Program Director	Arkansas Public School Resource Center
Trent Saracini	Project/Program Specialist	Arkansas Public School Resource Center
Vacant	Project/Program Specialist	Arkansas Public School Resource Center
Michael Helms	General Counsel	Arkansas Public School Resource Center
Tripp Walter	Associate General Counsel	Arkansas Public School Resource Center
Vacant	Associate General Counsel	Arkansas Public School Resource Center

Therefore, the president recommends to the Board of Trustees the following resolution:

"BE IT RESOLVED: That the Board of Trustees authorizes the administration to proceed with requests for allocation of 60 provisional positions, shown on the above list, that will be funded by institutional funds, federal, state and private grants."

VII. ACTION AGENDA

D. Fees – Mandatory General Registration and Other – Board Policy No. 630 and Fees – Other Instructional Fees – Board Policy No. 639

The administration proposes the following changes in mandatory fees:

1. Mandatory Tuition and Fees:

For undergraduate students, the current tuition rate is \$229.00 per credit hour. For graduate students, the current tuition rate is \$281.25 per credit hour.

Based upon a review of the needs of the university and in order to prepare the proposed operating budget for the university for the next academic year, the administration proposes that tuition for undergraduate and graduate students increase by 2.25%. The changes proposed in the chart below include increases for general registration, and mandatory fees which includes Technology, Facilities, and Fine/Performing Arts.

Student Status	Hours per Semester	Current FY22 Cost Fall/Spring	Proposed FY23 Cost Fall/Spring	Dollar Change	Percent Change
Undergraduate	15	\$9,563	\$9,778	\$215	2.25%
Graduate	12	\$8,944	\$9,145	\$201	2.25%

Justification:

The proposed tuition and fee rate reflects an increase of **2.25%** for undergraduate students and **2.25%** for graduate students. Based on the projected enrollment of full-time equivalent students, if approved, the fee increases will generate approximately \$1.57 million in additional revenue for Education and General (E&G). The additional fee revenue will be applied toward bond obligations and for other expenses related to normal operations.

The administration proposes the following changes to other instructional fees:

2. Global Education Project

UCA enters into agreements with foreign universities to establish the Global Education Project (GEP). The general purpose of the agreements is to establish a specific educational program between participating institutions, which will promote academic linkages and enrich understanding of the cultures of the countries involved. The university establishes a flat rate encompassing several estimated costs, including tuition and fees, housing, meals, insurance and other necessary costs.

Term	Hours	Current FY22 Cost	Proposed FY23 Cost	Dollar Change
Fall/Spring	12	\$9,400	\$9,800	\$400
Summer	3	\$2,850	\$3,025	\$175

Justification:

The Center for Global Learning & Engagement and the Office of Student Accounts work together to determine the best estimate for an all-in rate for students participating in the GEP program. The proposed increase takes into consideration room and board rate increases along with projected costs of insurance and other necessary costs.

Therefore, the president recommends to the Board of Trustees the following resolution:

“BE IT RESOLVED: That the Board of Trustees approves the schedule of fees as the General Registration and Fee charges, and the Global Education Project (GEP) increase, effective fall 2022.”

VII. ACTION AGENDA

E. Operating Budget 2022-2023

The following is a summary of the proposed operating budget for fiscal year 2023 (July 1, 2022-June 30, 2023).

This operating budget has been prepared based on the following:

- a. Approval of a 2.25% increase in FY 2022-23 undergraduate and 2.25% increase in FY 2022-23 graduate mandatory tuition and student fees as set forth in the schedule of tuition and fees;
- b. Student semester credit hour production based on 96% of FY22 actual;
- c. Recognized State Appropriations increase of \$639,082 which the State has placed in categories A & B. Educational Excellence Trust Fund (EETF) revenue is budgeted at the FY22 level of \$6,239,411;
- d. Previous approval of the overall increase in room and board rates of 4.48%;
- e. Adjustments within existing budgets; and
- f. Commitment of prior year-end funding. Covered expenses are included in the FY23 operating budget, offset by a transfer-in from Plant Funds.

The budget totals \$190,532,330, a decrease of \$2,762,742 or 1.43% under the October revised budget.

The departmental expense budgets are generally held to the same levels as the prior fiscal year (FY22) with a few strategic exceptions.

This budget is prepared with cautious optimism. Primary objectives are to 1) focus on student success, 2) maintain stable reserves, and 3) minimize the financial impact to students and their families.

Major Components of Sources

- a. The Educational & General (E&G) Tuition and Fee budget at \$82,169,841 comprises 43.13% of the total budgeted revenue (55.84% of E&G only) and is based on 96% of FY22 student semester credit hour production. The annualized increase in Tuition and Fees is 2.25% or \$214.80 per year for an undergraduate student enrolled in 15 hours per semester.
- b. The State Appropriation budget at \$63,063,384 represents 33.10% of the total budgeted revenue (42.86% of E&G only). Funding consists of the Revenue Stabilization Act (RSA), categories A, B and Educational Excellence Trust Fund (EETF).
- c. Auxiliary revenues account for 22.77% of the budgeted revenue, which reflects a net decrease of 3.31% over all auxiliary units.

Major Components of Uses

- a. Salaries and benefits together make up 56.28% of the operating budget for E&G and Auxiliary, which is consistent with industry standards and the prior year. Salary items include (i) \$220,000 for increases related to faculty promotions and advancement and (ii) \$200,000 for equity/merit/market compression and other positions in critical-need areas.
- b. Maintenance and Operation (M&O) makes up 15.68% of the budget and includes increases for academic and administrative support contracts and other smaller adjustments.
- c. Scholarships and waivers account for 15.78% of the budget. The change reflects an increase in the entering academic award pool, and an increase in athletic scholarships based on the change in tuition/fees/room/board.
- d. Debt service comprises 8.48% of the university's operating budget and reflects increases related to the Integrated Health Sciences building and Windgate Center for Fine and Performing Arts.

Pursuant to Board Policy 200, this budget is presented for consideration by the Board of Trustees.

Therefore, the president recommends to the Board of Trustees the following resolution:

“BE IT RESOLVED: That the Board of Trustees approves the 2022-23 operating budget totaling \$190,532,330.”

VII. ACTION AGENDA

F. Faculty Handbook – Board Policy No. 300

The UCA *Faculty Handbook* Committee recommends revisions to the opening pages and chapters three, four, five, and seven of the current *Faculty Handbook*. The following is a summary of the recommended revisions:

- Opening Pages:
 - Cover page: modify date of the document
 - Title page: modify date of Board approval (pg. i)
- Chapter Three:
 - III.B.4.: remove Non-Tenure-Track, Multi-Year Appointments (Board Policy No. 302) (pg. 16)
 - IV.C.1-2.: correct formatting (pg. 22)
- Chapter Four:
 - II.: rename title to Assignment of Instructional Duties and revise language (pg. 46)
 - V.D.: revise attendance language (pg. 47)
 - VII.: add language to include description and membership for Student Course Evaluations (pg. 48)
- Chapter Five:
 - V.B. rename Wellness Services and modify language to reflect new title (pg. 54)
- Chapter Seven:
 - Introduction: add language regarding committee information located on website (pg. 62)
 - I.F.2.: revise University Admissions Committee to specify membership (pg. 65)
 - II.B.: revise Academic Adjustments and Appeals Committee membership (pg. 67)
 - II.G.2.: revise Honors Council to specify membership and remove organizational chart information (pg. 69)
 - II.O.2.b.: replace University College with Department of Student Transitions (pg. 73)
 - II.P.: remove Student Course Evaluations (SCE) Committee (pg. 74)
 - II.S.2.h.: replace University College with Department of Student Transitions (pg. 75)
 - II.T.2.: revise language to include director of advising (pg. 76)
 - III.A.2: revise Academic Integrity and Discipline Committee language to correspond Student Handbook language (pg. 77)

The recommendations of the Faculty Handbook Committee have been considered and endorsed by the Faculty Senate and other appropriate administrators.

Therefore, the president recommends the following resolution to the Board of Trustees:

“BE IT RESOLVED: That the Board of Trustees hereby approves the above revisions to the UCA *Faculty Handbook*.”

VII. ACTION AGENDA

G. Academic Calendar and Critical Dates—Fall 2025 through Summer 2026

The academic calendar covering the period from fall 2025 through summer 2026 has been reviewed by the University Calendar Committee and has been recommended by all appropriate academic administrators.

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

Therefore, the president recommends to the Board of Trustees the following resolution:

“BE IT RESOLVED: That the Board of Trustees hereby approves the attached schedule, which includes the academic calendar and critical dates, and authorizes the administration to make minor adjustments as necessary.”

Academic Calendar 2025-2026

FALL SEMESTER 2025

August 16-20, Saturday - Wednesday	Welcome Week
August 18, Monday	Opening Freshman Convocation
August 21, Thursday	Instruction begins (day and evening classes)
September 1, Monday	Labor Day Holiday
October 16-19, Thursday - Sunday	Fall Break
November 26, Wednesday	Thanksgiving Break (No classes - university offices open)
November 27-30, Thursday - Sunday	Thanksgiving Holiday (university closed)
December 5, Friday	Study Day
December 6, Saturday	Final Examinations (Saturday classes)
December 8-12, Monday - Friday	Final Examinations (day and evening classes)
December 13, Saturday	Winter Commencement: Graduate Ceremony (morning) and Undergraduate Ceremonies (afternoon)

WINTER INTERSESION

December 15, Monday	Instruction begins for Winter Intersession
January 2, Friday	Final Examinations for Winter Intersession

SPRING SEMESTER 2026

January 8, Thursday	Instruction begins (day and evening classes)
January 19, Monday	Martin Luther King, Jr. Holiday
March 22-29, Sunday - Sunday	Spring Break
April 24, Friday	Study Day
April 25, Saturday	Final Examinations (Saturday classes)
April 27-May 1, Monday - Friday	Final Examinations (day and night classes)
May 1, Friday	Graduate Spring Commencement
May 2, Saturday	Undergraduate Spring Commencement Ceremonies

SUMMER 2026

May 11, Monday	Instruction begins for May Intersession and 13-Week Summer Session classes
May 25, Monday	Memorial Day Holiday
May 29, Friday	Final Examinations for May Intersession classes
June 1, Monday	Instruction begins for 1 st Five-Week Summer Session and 10-Week Summer Session classes
July 2, Thursday	Final Examinations for 1 st Five-Week Summer Session
July 3, Friday	Independence Day Holiday Observed (university closed)
July 6, Monday	Instruction begins 2 nd Five-Week Summer Session classes
August 7, Friday	Final Examinations for 13-Week Summer Session classes, 10-Week Summer Session classes, and 2 nd Five-Week Summer Session classes
August 7-8, Friday - Saturday	Graduate Summer Commencement Ceremonies

VII. ACTION AGENDA

H. Temporary Undergraduate Admission Criteria (2023/2024 Academic Year) – Board Policy No. 310

In our continued effort to respond to the needs of high school students from the effects of the pandemic and standardized testing impacts within their educational preparation, this proposal advocates for the continuation of the temporary admission policy that was put into place during spring 2020.

Over the last two years, disruptions to standardized tests, such as the ACT and SAT, have reduced the access for students in test offerings. While normalcy appears to be ahead of us, the educational journey of our high school students within the state has been disrupted by various methods of educational formats and readiness. For the fall 2023 academic year, we are requesting a continuance of our temporary policy that provides two options for admission to UCA. First, the use of our traditional undergraduate admission standard. The second option is based on high school grade point average (GPA). Based on an analysis of data, the administration has determined that a 3.0 high school GPA indicates strong potential for success at UCA for our incoming students.

The continuation of test-optional for the recruitment of students through the 2023/2024 academic year will allow UCA flexibility in our work with students who have faced a unique educational journey. For the fall 2020, this flexibility in admission standard resulted in admitting 237 students - 51 enrolled at UCA. During the fall 2021 term, this continued flexibility aided in 859 students being admitted to UCA - 214 enrolled in the 2021 first-year cohort.

The temporary policy will continue to allow students who are having access or retake issues with standardized tests the opportunity to be admitted to UCA based solely on their high school academic success.

The University Admissions Committee and all appropriate administrators have recommended approval of this continuation of the temporary Admissions Policy.

Therefore, the president recommends to the Board of Trustees the following resolution:

“BE IT RESOLVED: That the Board of Trustees approves the proposed temporary admission criteria through the 2023/2024 Academic Year.”

VIII. NOTIFICATIONS/DELETIONS

A. **Notification: MS in Nutrition, New Dietetics and Nutrition Therapy Track**

The Department of Nutrition and Family Sciences in the College of Health and Behavioral Sciences has added a new track to the existing Master of Science (MS) program in Nutrition. The Accreditation Council for Education in Nutrition and Dietetics (ACEND) has updated standards for 2022 and has requested that programs align with Future Education Models at the undergraduate and graduate levels. To comply with ACEND standards, the UCA Master of Science Dietetic Internship will become a formal option—with the title Dietetics and Nutrition Therapy (DNT)—within the MS in Nutrition. The curriculum will not change.

The Dietetics and Nutrition Therapy Track meets performance requirements for eligibility to write the Commission on Dietetics Registration exam to become a Registered Dietitian Nutritionist (RDN). The Dietetics and Nutrition Therapy Track is designed to be completed in 15 months. The first year includes instruction and practicum experiences in community nutrition, research, and food-service management. Instruction and practicum experiences during the second year include clinical nutrition and clinical management. Practice sites include various health care facilities in Arkansas.

All appropriate university councils and administrators have recommended adoption of this change.

Supporting materials (following pages): (1) UCA Curriculum Form G3, (2) DNT Admission Requirements, and (3) DNT Curriculum Outline

New Graduate Program Transmittal Form

Department: Nutrition and Family Sciences

Date: 10.5.2021

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 term, provide details on the following page.

Title of program/concentration: Master of Science in Nutrition / Master of Science Dietetic Internship

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

- New degree program** (Attach ADHE Form P-1 and Curriculum Attachment D.*)
- New degree program by "reconfiguration" of an existing degree program** (Attach ADHE Attachment K and Curriculum Attachment D.*)
- New certificate program** (Attach ADHE Attachment H, Curriculum Attachment D,* AND Curriculum Attachment C signed by the Director of Financial Aid.**)
- New concentration in an existing program** (Attach ADHE I1 and Curriculum Attachment D.*)

*Consult the Director of Assessment before completing Curriculum Attachment D. This attachment, signed by the Director of Assessment, must accompany the curriculum proposal throughout the internal curriculum process.

**Consult the Director of Financial Aid early in the development of a new certificate program to determine whether students enrolled in the program will be eligible for financial aid. Attachment C must accompany the proposal throughout the internal curriculum process.

Are any of the prerequisites or requirements of the proposed program offered by another department? No
If YES, attach a signed letter from each department's chair describing the impact on the department.

<u>202310</u>			
Recommended by Department and College			
1. <u>Kathryn A. Carroll</u> <u>10/20/21</u> <small>Department Curriculum Committee Date</small>	2. <u>Nanci Roche</u> <u>11/2/21</u> <small>Department Chair Date</small>		
3. <u>[Signature]</u> <u>11/12/21</u> <small>College Curriculum & Assessment Committee Date</small>	4. <u>[Signature]</u> <u>11/15/2021</u> <small>College Dean Date</small>		
Recommended by University Councils			
Submit proposals to the appropriate university Council at least one month before the meeting in which action is desired.			
Is this a new teacher education program or option? <u>No</u>			
If YES, it must be reviewed by the Professional Education Council.			
5. _____ <small>Professional Education Council Date</small>	6. <u>[Signature]</u> <u>1/20/2022</u> <small>Graduate Council Date</small>		
7. <u>[Signature]</u> <u>2/23/22</u> <small>Council of Deans Date</small>	8. <u>[Signature]</u> <u>3/8/2022</u> <small>Provost Date</small>		
Approved by 9. <u>[Signature]</u> <u>3/8/22</u> <small>President Date</small>			
The Office of the Provost sends all required documentation to the AHECB and the Board of Trustees.			
10. Letter of Intent to AHECB (if required) <u>N/A</u> <small>Date</small>	11. Notification to or Approval by Board of Trustees (as required) _____ <small>Date</small>		
12. Notification to or Approval by AHECB (as required) <u>N/A</u> <small>Date</small>	Recorded in Bulletin by 13. _____ <small>Office of the Provost Date</small>		
Recorded in Banner by 14. _____ <small>Office of the Provost Date</small>		Recorded in Degree Works by 15. _____ <small>Graduate School Date</small>	
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.			

Admission Requirements: Dietetics and Nutrition Therapy Track

The mission of the University of Central Arkansas Master of Science in Nutrition, Dietetics and Nutrition Therapy Track is to maintain a high-quality program in dietetics, dedicated to assisting graduates with development of needed skills for the varied roles of the dietitian in today's society, and which ultimately culminates in preparation of entry-level registered dietitian nutritionists and therefore registration eligibility with the Commission on Dietetic Registration (CDR). Graduates will be provided opportunities to develop expertise in nutrition therapy, community nutrition, and foodservice systems management, while developing professional attitudes, maturity, and competent professional behavior.

To be granted regular admission to graduate school and to the Master of Science in Nutrition, Dietetics and Nutrition Therapy Track, students must have accomplished the following:

1. **BS Degree:** Applicants must hold a baccalaureate degree from a four-year college or university, or its international equivalent with a 3.00 GPA or better in any subject. Students who earned a degree in nutrition/dietetics and have received a verification statement are eligible to apply, as are students who earned a degree in any other subject, as long as they have completed the required prerequisite courses prior to admission.
2. Prior to applying, students must complete the following prerequisite courses [NOTE 1]:
 - a. 1 semester of an introductory or basic statistics course
 - b. 1 semester of general chemistry
 - c. 1 semester of organic chemistry (preferably with biochemistry)
 - d. 2 semesters of anatomy and physiology
 - e. 1 semester of microbiology
 - f. 1 semester of an introductory nutrition course (minimum 3 units and taught by a registered dietitian)
 - g. 1 semester course in food safety and sanitation or proof of a current ServSafe® certification
 - h. 1 semester each of Nutrition Counseling, Community Nutrition, Nutrition and Metabolism, Food Economics, Nutrition Services Administration, Food Science, Experimental Foods
 - i. 2 semesters of Medical Nutrition Therapy
 - j. 2 semesters of Lifecycle Nutrition
3. At least 275 on the GRE composite and a 3 or above on writing.
4. Approved background check.

NOTE 1: Students who have not completed all prerequisite courses prior to submitting their application will still be considered for the program as long as no more than 3 prerequisite courses are outstanding prior to the application deadline, and the student can demonstrate proof of enrollment in the remaining prerequisite courses in their application. Students with outstanding prerequisite courses must demonstrate that they have completed those courses with a B or better prior to the start of the program. Students will be dropped from the program if prerequisite courses are not complete, or if a B or better was not earned prior to the start of the program. Prerequisite courses completed more than 6 years prior to the application deadline may need to be retaken.

Curriculum Outline for Dietetics and Nutrition Therapy Track

The Dietetics and Nutrition Therapy Track requires completion of 36 total credit hours as outlined below.

Core Requirements (9 credit hours)

NUTR 6308 Trends in Nutrition

FACS 6335 Evidence-Based Research in Nutrition **or** ASTL 6380 Research Methods **or**
HLTH 6379 Research in Health Sciences

FACS 6350 Statistical Methods in Family and Consumer Sciences **or** ASTL 6382
Educational Statistics **or** EXSS 6316 Data Analysis

Dietetics and Nutrition Therapy Requirements (24 credit hours)

NUTR 5V15 Nutrition Services Practicum (variable credit 1-6 hours)

NUTR 5V17 Community Nutrition Practicum (variable credit 1-3 hours)

NUTR 5V18 Clinical Nutrition Practicum (variable credit 1-6 hours)

NUTR 6313 Diet Therapy

NUTR 5324 Nutrition Assessment

NUTR 6335 Nutrition Counseling

Dietetic and Nutrition Therapy Directed Elective (3 credit hours)

NUTR 5V19 Nutrition Research Practicum (variable credit 1-9 hours)

NUTR 5V20 Dietetic Practicum (variable credit 1-9 hours)

NUTR 5321 Nutrition Services Administration

NUTR 5375 Nutrition in Exercise and Sports

NUTR 6307 Current Findings in Foods

NUTR 6314 Business and Entrepreneurship in the Nutrition Profession

NUTR 6330 Metabolic Nutrition

NUTR 6340 Diabetes Medical Nutrition Therapy

VIII. NOTIFICATIONS/DELETIONS

B. Notification: New Bachelor of Public Administration Program by Reconfiguration

The Department of Political Science in the College of Arts, Humanities, and Social Sciences has developed a Bachelor of Public Administration (BPA) program to replace the existing Bachelor of Arts (BA) and Bachelor of Science (BS) programs in Public Administration. This reconfiguration addresses the fact that the existing BA program does not meet state viability standards and that the existing BS program is viable, but not comfortably so. The numbers of declared majors in and graduates of the two existing programs are historically sufficient, however, to maintain viability in a single program, and the new BPA is expected to thrive.

The BPA, like the programs it replaces, requires 120 credit hours of coursework. The reconfiguration provides an opportunity to make slight adjustments to the Public Administration major, but the BPA program will be supported by existing funds, and no new resources are requested for the reconfiguration. Once the new program is in place, the BA and BS in Public Administration will be deleted. Students currently in the BA and BS programs may choose to complete the program they are in or move to the new BPA.

All appropriate university councils and administrators have recommended adoption of this change.

Supporting materials (following pages): (1) UCA Curriculum Form U3 and (2) BPA Curriculum Outline

New Undergraduate Program Transmittal Form

Department: Political Science Date: 11-5-2021

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: Bachelor of Public Administration

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

- New degree program (Attach ADHE Form P-1 and Curriculum Attachment D.*)
- New degree program by "reconfiguration" of an existing degree program (Attach ADHE Attachment K and Curriculum Attachment D.*)
- New certificate program (Attach ADHE Attachment G1 or G2, Curriculum Attachment D,* and Curriculum Attachment C signed by the Director of Financial Aid.**)
- New concentration, emphasis, option, or track in an existing program. (Attach ADHE Attachment I1 and Curriculum Attachment D.)
- New minor program (Attach ADHE Attachment I2.)

*Consult the Director of Assessment before completing Curriculum Attachment D. This attachment, signed by the Director of Assessment, must accompany the curriculum proposal throughout the internal curriculum process.

**Consult the Director of Financial Aid early in the development of a new certificate program to determine whether students enrolled in the program will be eligible for financial aid. Attachment C must accompany the proposal throughout the internal curriculum process.

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.

<i>202310</i>	
Recommended by Department and College	
1. <u>Kisha A. Hardwick</u> <u>11/19/2021</u> Department Curriculum Committee Date	2. <u>Clay Arnold</u> <u>11/19/2021</u> Department Chair Date
3. <u>Mark Mullentach</u> <u>12/14/2021</u> College Curriculum & Assessment Committee Date	4. <u>[Signature]</u> <u>12/20/2021</u> College Dean Date
Recommended by University Councils	
Submit proposals to the appropriate university Council(s) at least one month before the meeting in which action is desired.	
Is this a new teacher education program or option? <u>NO</u> Type text here	
If YES, it must be reviewed by the Professional Education Council.	
5. _____ Professional Education Council Date	6. <u>A. Masey</u> <u>2-3-22</u> Undergraduate Council Date
7. <u>April Blum</u> <u>2-23-22</u> Council of Deans Date	
Approved by	
8. <u>[Signature]</u> <u>3/1/2022</u> Provost Date	9. <u>[Signature]</u> <u>3/3/22</u> President Date
The Office of the Provost sends all required documentation to the UCA Board of Trustees and the AHECB.	
10. Letter of Intent to AHECB (if required) <u>N/A</u> Date	11. Notification to or Approval by Board of Trustees (as required) _____ Date
12. Notification to or Approval by AHECB (as required) _____ Date	Recorded in Bulletin by
	13. _____ 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.	
Recorded in Banner by	
14. _____ Office of the Provost Date	Recorded in Degree Works by
	15. _____ Office of the Registrar Date
The Registrar returns the signed copy to the Office of the Provost. The Office of the Provost sends a copy to the originating department.	

Bachelor of Public Administration Curriculum Outline

The Bachelor of Public Administration requires a total of 120 credit hours. In addition to UCA Core (general education and upper-division core) and major requirements, the program requires a minor and/or elective courses approved by the BPA program director. The 36-hour major and the 7-hour BPA Foundation and Experiential Learning Requirements (43 credit hours in total) are outlined here. New courses are indicated by underlining.

BPA Foundation and Experiential Learning Requirements (7 credit hours)

PADM 1110 Public Service as a Profession

PADM 4610 Internship in Public Administration **or** (two three-hour courses) PADM 4310 Internship in Public Administration

Public Administration Major Core Requirements (21 credit hours)

Communication Skills (3 hours) – students choose one of the following:

WRTG 3310 Technical Writing

COMM 2311 Business and Professional Speaking

COMM 33 10 Advanced Public Speaking

Data Analysis Skills (3 hours) – students choose one of the following:

PSCI 2312 Statistical Methods

PSCI 2322 PS Applications in GIS

GEOG 2475 Cartography

Substantive Knowledge (15 hours):

PADM 2310 Introduction to Public Administration and Policy

PSCI 3300 State Government and Politics

PADM 3310 Public Management

PADM 3320 Public Policy Analysis

PADM 4320 Government Budgeting

Issue Areas (15 credit hours)

Public and Non-Profit Management – 9 credit hours (3 courses):

PSCI 3336 Local Government and Politics

PADM 4340 Non-Profit Management

PADM 4350 Intergovernmental Relations

PADM 4370 Special Topics in Public and Non-Profit Management

PADM 4V89 Studies in Public and Non-Profit Management

NOTE: Students must take at least two courses (six hours) of the required nine hours in this issue area from the courses listed above.

PSCI 4334 The American Presidency

GEOG 3325 Urban and Regional Planning

GEOG 3371 Urban Geography

GEOG 3381 Political Geography

GEOG 4313 Recreation and Tourism

COMM 4315 Communication & Leadership

HLTH 4370 Administration of Health Programs

PRLS 4310 Non-Profit Public Relations

Policy Analysis and Advocacy – 6 credit hours (two courses):

PADM 4330 Public Policy and Program Evaluation

PADM 4360 Education Policy

PADM 4380 Special Topics in Public Policy

PADM 4V99 Studies in Public Policy

NOTE: Students must take at least one course (three hours) of the required six hours in this issue area from the courses listed above.

PSCI 3316 Cybersecurity Law and Policy

PSCI 3320 Environmental Policy

PSCI 4335 The American Congress

CRIM 3370 Criminology

SOC 4301 Social Movements and Social Change

HLTH 4300 Community Health Problems

GEOG 3301 Conservation of Natural Resources

COMM 3308 Argumentation and Advocacy

WRTG 4308 Writing for Change: Advocacy Writing

VIII. NOTIFICATIONS/DELETIONS

C. Notification: New Undergraduate Certificate of Proficiency in Financial Literacy

The Department of Economics, Finance, and Insurance and Risk Management (EFIRM) in the College of Business has developed an undergraduate Certificate of Proficiency (CP) in Financial Literacy. The certificate may be awarded without an undergraduate degree, concurrently with an undergraduate major in another field, or as a post-baccalaureate study. The certificate's curriculum is built with existing courses. The new CP will not require additional resources.

The Covid-19 pandemic highlighted the need for personal financial planning. Countless families did not have the financial resources to weather extended periods of job loss. A 2018 survey conducted by the FINRA Investor Education Foundation reported that 50% of Arkansans lack a rainy-day fund and only 33% of Arkansans can answer four out of five basic financial literacy questions. In addition, 38% of Arkansans only made the minimum payment on their credit cards for some months during the year. Completion of the CP in Financial Literacy will equip students with the financial tools needed to become financially secure so that they can prepare for unexpected events and successfully navigate life's financial requirements such as buying a home, investing, and taking out student loans.

EFIRM also receives multiple contacts from regional financial planning firms looking for employees. We do not have sufficient graduates to fill all of these positions. Many of these firms will hire graduates with any major, but having a CP in Financial Literacy makes the student a more attractive job prospect.

All appropriate university councils and administrators have recommended adoption of this change.

Supporting materials (following pages): (1) Curriculum Form U3 and (2) CP in Financial Literacy Curriculum Outline

New Undergraduate Program Transmittal Form

Department: EFIRM Date: 1/19/22

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: Certificate of Proficiency in Financial Literacy

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

- New degree program (Attach ADHE Form P-1 and Curriculum Attachment D.*)
- New degree program by "reconfiguration" of an existing degree program (Attach ADHE Attachment K and Curriculum Attachment D.*)
- New certificate program (Attach ADHE Attachment G1 or G2, Curriculum Attachment D,* and Curriculum Attachment C signed by the Director of Financial Aid.**)
- New concentration, emphasis, option, or track in an existing program. (Attach ADHE Attachment I1 and Curriculum Attachment D.)
- New minor program (Attach ADHE Attachment I2.)

*Consult the Director of Assessment before completing Curriculum Attachment D. This attachment, signed by the Director of Assessment, must accompany the curriculum proposal throughout the internal curriculum process.

**Consult the Director of Financial Aid early in the development of a new certificate program to determine whether students enrolled in the program will be eligible for financial aid. Attachment C must accompany the proposal throughout the internal curriculum process.

Are any of the prerequisites or requirements of the proposed program offered by another department? No
If YES, attach a signed letter from each department's chair describing the impact on the department.

Recommended by Department and College			
1. <u>Jessell C. Mann</u> <u>1/20/22</u> Department Curriculum Committee Date	2. <u>Tom Stone</u> <u>1/20/2022</u> Department Chair Date		
3. <u>[Signature]</u> <u>2/14/22</u> College Curriculum & Assessment Committee Date	4. <u>[Signature]</u> <u>3/1/22</u> College Dean Date		
Recommended by University Councils			
Submit proposals to the appropriate university Council(s) at least one month before the meeting in which action is desired.			
Is this a new teacher education program or option? <u>Yes/No:</u> If YES, it must be reviewed by the Professional Education Council.			
5. _____ Professional Education Council Date	6. <u>[Signature]</u> <u>4-7-22</u> Undergraduate Council Date		
7. <u>[Signature]</u> <u>4-20-22</u> Council of Deans Date			
Approved by			
8. <u>[Signature]</u> <u>4/22/2022</u> Provost Date	9. <u>[Signature]</u> <u>4/25/22</u> President Date		
The Office of the Provost sends all required documentation to the UCA Board of Trustees and the AHECB.			
10. Letter of Intent to AHECB (if required) <u>N/A</u> Date	11. Notification to or Approval by Board of Trustees (as required) _____ Date		
12. Notification to or Approval by AHECB (as required) _____ Date	Recorded in Bulletin by _____ 13. _____ 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.			
Recorded in Banner by		Recorded in Degree Works by	
14. _____ Office of the Provost Date	15. _____ Office of the Registrar Date		
The Registrar returns the signed copy to the Office of the Provost. The Office of the Provost sends a copy to the originating department.			

CP in Financial Literacy, Curriculum Outline

The Certificate of Proficiency in Financial Literacy requires successful completion of the following course requirements. A minimum 2.0 grade point average on certificate coursework is required for the certificate to be awarded.

Required Course

FINA 2330 Personal Finance **or** FINA 3350 Personal Financial Planning

Selective Courses (choose two of the following):

FINA 3323 Real Estate

FINA 4332 Investments

INSU 1300 Introduction to Insurance **or** INSU 3324 Risk and Insurance

FINA 3340 Money, Banking, and Financial Markets

VIII. NOTIFICATIONS/DELETIONS

D. Notification: Title Change for the Existing Bachelor of Arts in Writing

The School of Communication, in the College of Arts, Humanities, and Social Sciences, proposes to change the title of the existing Bachelor of Arts (BA) program in Writing to “Writing, Rhetoric, and Information Design.” When the Writing major was first created (2000), it encompassed the disciplines of creative writing and linguistics in addition to the disciplines of technical/professional writing and composition studies. In 2009, standalone degrees in Creative Writing and Linguistics were created, and the Writing major was revised. The name of the major has remained the same, however, and this has proven to be problematic, with students and various offices on campus often confusing Writing with Creative Writing. Furthermore, even when there is no confusion with other programs, “Writing” does not adequately clarify the scope of the program for students and the general campus community. For these reasons, the department proposes the new title.

All appropriate university councils and administrators have recommended adoption of this change.

Supporting materials (following pages): UCA Curriculum Form U2-A

Undergraduate Curriculum Change: Action Item

Department/program/concentration: School of Communication/Writing Date: 12/13/2021

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 major/minor Current requirement: _____ Proposed: _____
- Add/remove required course(s) or change course(s) from an elective to a requirement in a major or minor.* (List prefix and number; list multiple courses on the following page.)
Add: _____ Remove: _____ Change: _____
- Add/remove elective course(s) or change course(s) from a requirement to an elective in a major or minor when the change affects total hours and/or affects another department.* (List prefix and number; list multiple courses on following pages.)
Add: _____ Remove: _____ Change: _____
- Add existing course(s) to the UCA Core. Attach Curriculum Attachment A for each course.
Course(s) (list prefix and number): _____
- Designate existing UCA Core course(s) as Freshmen Year Seminar (FYS). Attach Curriculum Attachment B for each course.
Course(s) (list prefix and number): _____
- Remove course(s) from the lower-division UCA Core (list prefix and number): _____
- Add/remove course prerequisite(s) when the change affects total hours for a major/minor 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 Catalog Inventory at <http://uca.edu/go/reg-finfo> to verify that the requested number is available.
- 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 U2-I. After five years, the course(s) will be permanently inactivated and can be reinstated only through the new course proposal process.)
Course(s) (list prefix and number): _____
- Other (specify): 1.) Change titles of the Writing major, the Professional Writing track, and the Professional Writing minor.
2.) Change prefix name of the Writing major.

*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> Department Curriculum Committee Date <u>1/25/22</u>	2. <u>[Signature: Donna L. Stephens]</u> Department Chair Date <u>1/25/22</u>		
3. <u>Mark Mullenbach</u> College Curriculum & Assessment Committee Date <u>1/25/2022</u>	4. <u>[Signature]</u> College Dean Date <u>2/16/2022</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.			
Recommended by University Councils			
Does the change affect a teacher education program? <u>No</u> If YES, must be reviewed by the Professional Education Council:		Does the change affect the UCA Core? <u>No</u> If YES, must be reviewed by the UCA Core Council:	
5. _____ Professional Education Council Date _____	6. _____ UCA Core Council Date _____		
7. <u>[Signature]</u> Undergraduate Council Date <u>4-7-22</u>	8. <u>[Signature]</u> Council of Deans Date <u>4-20-22</u>		
Approved by		Recorded in the Bulletin by	
9. <u>[Signature]</u> Provost Date <u>4/22/2022</u>	10. _____ Office of the Provost Date _____		
The Office of the Provost sends a copy to the Office of the Registrar for changes in Degree Works.			
Recorded in Banner by		Recorded in Degree Works by	
11. _____ Office of the Provost Date _____	12. _____ Office of the Registrar Date _____		

VIII. NOTIFICATIONS/DELETIONS

E. Notification: Deletion of Three Concentrations from the MA in English

The Department of English, in the College of Arts, Humanities, and Social Sciences, has over the last two years completed an extensive review and revision of the existing Master of Arts (MA) program in English. To complete the revision of the program, the department has removed three unused concentrations from the curriculum—Literature, Language Arts, and Medieval and Renaissance Studies—in favor of a unitary curriculum that provides graduate students with greater choice and allows the department to manage its resources more efficiently.

All appropriate university councils and administrators have recommended adoption of this change.

Supporting materials (following page): UCA Curriculum Form G3-D

Graduate Program Deletion Form

Department: English Department / MA in English program

Date: Oct. 1, 2021

Check the type of program to be deleted.

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

Bulletin title of program (brief): MA in English

Complete and attach the appropriate ADHE attachment (E1 Degree or Certificate program; E2 Concentration/Emphasis/Track

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.

<i>Immediate</i>	
Recommended by Department and College (action required)	
1. <u>Glen Sillik</u> <u>10/12/21</u> Department Curriculum Committee Date	2. <u>[Signature]</u> <u>10/11/21</u> Department Chair Date
3. <u>Mark Mullenbach</u> <u>11/9/2021</u> College Curriculum & Assessment Committee Date	4. <u>[Signature]</u> <u>11/24/2021</u> College Dean Date
Recognized by University Councils (Information only)	
Is this a teacher education program or option? No If YES, must be reviewed by the Professional Education Council.	
5. _____ Professional Education Council Date	6. <u>[Signature]</u> <u>January 20, 2022</u> Graduate Council Date
7. <u>[Signature]</u> <u>2/23/22</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.	
Approved by	
8. <u>[Signature]</u> <u>3/8/2022</u> Provost Date	9. <u>[Signature]</u> <u>3/8/22</u> President Date
The Office of the Provost sends all required documentation to the Board of Trustees and the AHECB.	
10. Notification to Board of Trustees _____ Date	11. Notification to AHECB <u>N/A</u> Date
Removed from the Bulletin by	
12. _____ Office of the Provost Date	Ended in Banner by
	13. _____ Office of the Provost Date
Ended in Degree Works by	
14. _____ 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.	

VIII. NOTIFICATIONS/DELETIONS

F. **Notification: Deletion of the Bachelor of Science Program in Film [Retaining the BA in Film]**

UCA academic policy, effective fall 2022, no longer requires “special degree requirements” for Bachelor of Arts (BA) and Bachelor of Science (BS) degree programs. This change means that departments with BA/BS program pairs must either (1) choose to retain one of the otherwise identical programs (BA or BS) based on program content and discipline or (2) justify retaining both degrees by demonstrating or developing differences between the two degree programs in curricular content, student learning outcomes, and student audience.

In response to these options, the Department of Film, Theatre, and Creative Writing in the College of Arts, Humanities, and Social Sciences, has chosen to delete the BS degree program in Film. Students currently enrolled in the BS program in Film may choose to complete their current program or move to the BA. It is anticipated that all students currently enrolled in the BS program will have completed by May 2025.

This deletion will allow the department to focus program resources on the BA program in Film.

All appropriate university councils and administrators have recommended adoption of this change.

Supporting materials (following page): UCA Curriculum Form U3-D

Undergraduate Program Deletion Form

Department: Film, Theatre, and Creative Writing Date: 9/20/2021

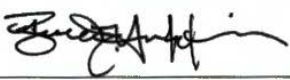
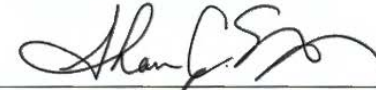
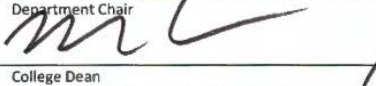
Check the type of program to be deleted.



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

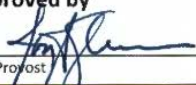

Bulletin title of program (brief): Bachelor of Science in Film

Complete and attach the appropriate ADHE Attachment (E1 Degree/Certificate program; E2 Concentration; E3 Minor program)

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.

Recommended by Department and College (action required)			
1.  Department Curriculum Committee Date <u>11/9/2021</u>	2.  Department Chair Date <u>11/10/21</u>		
3. <u>Mark Mullenbach</u> <u>12/14/2021</u> College Curriculum & Assessment Committee Date	4.  College Dean Date <u>12/14/21</u>		

Recognized by University Councils (information only)	
Is this a teacher education program or option? <u>No</u> If YES, must be reviewed by the Professional Education Council.	5. _____ Professional Education Council Date
6.  Undergraduate Council Date <u>3-3-22</u>	7.  Council of Deans Date <u>3/9/22</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.	

Approved by	
8.  Provost Date <u>3/31/2022</u>	9.  President Date <u>4/5/22</u>

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

10. Notification to Board of Trustees Date _____	11. Notification to AHECB Date _____
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The Office of the Provost retains the original and sends a copy to the Office of the Registrar for changes in Degree Works.	12. _____ Office of the Provost Date
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13. _____ Office of the Provost Date	14. _____ Office of the Registrar Date
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The Registrar returns the copy, signed, to the Office of the Provost. The Office of the Provost sends a copy to the originating department.

VIII. NOTIFICATIONS/DELETIONS

G. Notification: Deletion of the Bachelor of Science Program in Theatre [Retaining the BA in Theatre]

UCA academic policy, effective fall 2022, no longer requires “special degree requirements” for Bachelor of Arts (BA) and Bachelor of Science (BS) degree programs. This change means that departments with BA/BS program pairs must either (1) choose to retain one of the otherwise identical programs (BA or BS) based on program content and discipline or (2) justify retaining both degrees by demonstrating or developing differences between the two degree programs in curricular content, student learning outcomes, and student audience.

In response to these options, and to address the non-viability of the BS program in Theatre, the Department of Film, Theatre, and Creative Writing, in the College of Arts, Humanities, and Social Sciences, has chosen to delete the BS degree program in Theatre. Students currently enrolled in the BS program in Theatre may choose to complete their current degree program or move to the BA. It is anticipated that all students currently enrolled in the BS program will have completed by May 2025.

This deletion will allow the department to focus program resources on the BA program in Theatre.

All appropriate university councils and administrators have recommended adoption of this change.

Supporting materials (following pages): UCA Curriculum Form U3-D

Undergraduate Program Deletion Form

Department: FTCW

Date: November 5, 2021

Check the type of program to be deleted.

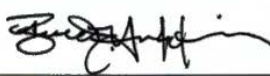
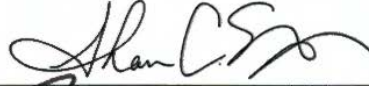

- Degree program
- Certificate program
- Concentration, emphasis, or track in a program
- Minor program

Bulletin title of program (brief): Bachelor of Science in Theatre

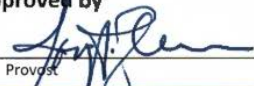

Complete and attach the appropriate ADHE Attachment (E1 Degree/Certificate program; E2 Concentration; E3 Minor program)

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.

Recommended by Department and College (action required)			
1.		<u>11/9/2021</u>	
	Department Curriculum Committee	Date	
2.		<u>11/10/21</u>	
	Department Chair	Date	
3.	<u>Mark Mullenbach</u>	<u>12/14/2021</u>	
	College Curriculum & Assessment Committee	Date	
4.		<u>12/15/21</u>	
	College Dean	Date	

Recognized by University Councils (information only)			
Is this a teacher education program or option? <u>No</u>		5. _____	
If YES, must be reviewed by the Professional Education Council.		Professional Education Council	Date
6.	<u>A. Marney</u>	<u>2-3-22</u>	
	Undergraduate Council	Date	
7.	<u>April Shum</u>	<u>2-23-22</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.			

Approved by			
8.		<u>3/1/2022</u>	
	Provost	Date	
9.		<u>3/3/22</u>	
	President	Date	

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

10. Notification to Board of Trustees _____ Date	11. Notification to AHECB _____ Date
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The Office of the Provost retains the original and sends a copy to the Office of the Registrar for changes in Degree Works.	Removed from Bulletin by _____ Office of the Provost Date
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Ended in Banner by _____ Office of the Provost Date	Ended in Degree Works by _____ Office of the Registrar Date
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The Registrar returns the copy, signed, to the Office of the Provost. The Office of the Provost sends a copy to the originating department.