

**AGENDA FOR MEETING OF BOARD OF TRUSTEES  
OF  
UNIVERSITY OF CENTRAL ARKANSAS  
AT  
10:00 A.M.  
ON  
FEBRUARY 17, 2023**

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**Mr. Curtis Barnett – Chair  
Ms. Amy Denton – Vice Chair  
Dr. Michael Stanton – Secretary  
Dr. Terry Fiddler  
Ms. Kay Hinkle  
Rev. E.C. Maltbia  
Mr. Jim Rankin, Jr.**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. MINUTES**

**IV. REPORTS**

**A. President’s Report**

- **Bear C.L.A.W.S. (Celebrating the Lofty Achievements of our Wonderful Students)**
- **President’s Update**

**B. Audit and Finance Committee**

**C. Academic Affairs Update**

**D. Financial Update**

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

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

**VI. ACTION AGENDA**

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

**B. University Facilities – Scheduling, Use and Rental – Board Policy No. 400**

**C. Fees – Room and Board – Board Policy No. 632**

**D. Key Performance Indicators for the Strategic Plan**

**E. Distinguished Professor Emeritus Award**

**VII. NOTIFICATIONS/DELETIONS**

**A. Notification: Approval to Offer the Bachelor of Science in Family and Consumer Sciences Online**

**VIII. NEW BUSINESS**

**IX. EXECUTIVE SESSION**

**X. OPEN SESSION**

**XI. ADJOURNMENT**

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### **III. MINUTES**

Minutes of the December 2, 2022, board meeting, which can be found on UCA's website, were distributed to board members for review prior to the February 17, 2023, board meeting.

## VI. ACTION AGENDA

### A. 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.

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

**“BE IT RESOLVED: That the Board of Trustees approves the following statement concerning reimbursement of expenses for official board duties for 2023:**

**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.

## VI. ACTION AGENDA

### **B. University Facilities – Scheduling, Use and Rental – Board Policy No. 400**

Board Policy No. 400, University Facilities – Scheduling, Use and Rental, has been revised to reflect the addition of the Windgate Center for Fine and Performing Arts. Minor changes were also made to other areas of the policy.

The language to be deleted is stricken through, and language to be added is highlighted.

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

**“BE IT RESOLVED: That the Board of Trustees approve the following revisions to Board Policy No. 400, University Facilities – Scheduling, Use and Rental, as attached to this resolution, and the changes set forth shall be effective from and after this date.”**

**UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY**

Policy Number: 400

Subject: University Facilities – Scheduling, Use and Rental

Date Adopted: 8/78 Revised: Passim – most recent 08/16-02/23

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**NOTE:** This policy addresses the scheduling, use and rental of university facilities. Ticketing services and fees are addressed in Board Policy No. 646.

**1. PURPOSE:**

The University of Central Arkansas (university) is a state-supported institution of higher education. All university facilities are designed primarily to accomplish its educational objectives. This document provides policies and procedures for the scheduling, use and rental of university facilities. The word facilities, as used in this policy, includes all buildings, structures, fields, parking lots, and all other areas owned, leased, or operated by the university.

**2. ROLES AND FUNCTIONS:**

a. **Centralized Scheduling System:** The university maintains a calendar of all events occurring on campus. **Each facility administrator (see item 2.c.) shall ensure that all activities scheduled in such building/facility are recorded in the Centralized Scheduling System.**

b. **Conference Services:**

After an event is approved and added to the Centralized Scheduling System, departments or external groups may contact Conference Services, which is part of Outreach and Community Engagement, for assistance with planning and coordinating details of the event. Assistance includes, but is not limited to, setup, decorations, catering, technology, and take-down/cleanup.

c. **Facility Administrators:**

Each facility shall have a person designated as the administrator, who shall:

- Be responsible for carrying out the terms of this policy;
- Ensure that scheduled events are recorded in the Centralized Scheduling System;
- Report all changes and renovations that alter the space or technology in any way to the university's Centralized Scheduling Office;

- Identify restricted spaces and provide the rationale for restricting the space. This rationale is presented to the appropriate vice president for submission to and consideration by the president's executive staff. Approved restrictions shall then be submitted to the university's Centralized Scheduling Office;
- Promulgate rules. In addition to the matters set forth in this policy, each facility administrator shall prepare additional requirements for scheduling and use of each university facility as may be necessary. These requirements shall be consistent with this policy and shall be submitted to the university president for approval. Once approved, these requirements shall be placed on the university's website and submitted to the university's Centralized Scheduling Office.

### 3. DEFINITIONS:

For purposes of this policy, the following definitions shall apply:

- a. **Registered Student Organization (RSO):** a student organization formally recognized by the university's Office of Student Life. RSOs must have their current Officer Information Form on file with the Office of Student Life to reserve a facility.
- b. **Affiliated Group:** a group established by the president or established by virtue of the president's authority to a particular administrator, faculty member, staff member or the student body. These include, but are not limited to, official UCA colleges, departments, and divisions.
- c. **External Group:** a group, other than RSOs and affiliated groups, that is legally separate from the university, even though some of its members or participants may be university personnel, alumni, or students. An external group may be an individual.
- d. **Fronting:** UCA students, RSOs, affiliated groups, faculty, and staff may not reserve a facility on behalf of, or for the use of, an external group so the external group can use the facility at a reduced rate. The facility administrator may deny or rescind permission to use the facility if it is determined that the use is not primarily for the benefit of the student group, student, faculty, or staff making the reservation. The facility administrator may apply the appropriate rate for use of the facility if it is determined that fronting has occurred. The university shall not be held liable or responsible for financial or other damages incurred by an individual or organization whose permission to use the facility is denied, rescinded, or modified, including a rate change, pursuant to this fronting policy.

### 4. GENERAL POLICIES FOR ALL UNIVERSITY FACILITIES:

- a. No event will be authorized or permitted and a reservation request may be denied when any of the following occur as determined by the appropriate university official:
  - i. The requested use would cause a disruption or interference with the normal day-to-day operations and lawful mission of the university.



- ii. The requested use would be contrary to federal, state, or local law or regulations or the policies of the university.
  - iii. That accurate or complete information has not been provided to the facility administrator.
  - iv. The applicant or sponsor of the activity has previously been in violation of this policy, or has violated conditions and/or assurances specified in a previous usage agreement and the university has reasonable cause to believe such violation will reoccur.
  - v. Approval for the use of the space or equipment has previously been given to another group, organization, or individual during the time(s) and at the location(s) requested.
  - vi. Use of the space requested would be impossible due to setup time and/or take-down/cleanup time required for other previously-scheduled activities at the requested locations before and/or after the requested use, or due to other extenuating circumstances.
  - vii. Attendant services (audio/visual, information technology, food service, custodial or security) that are required for the event are not available due to lack of sufficient equipment and/or personnel.
  - viii. The activity is of such nature and/or duration that it cannot reasonably be accommodated in the particular area for which the application is made. In such event, clarification of the event description will be sought and an alternative site, if available, shall be proposed.
  - ix. The activity creates or would create a danger or a dangerous condition impacting the health, safety, and welfare of others.
  - x. The activity conflicts with existing contractual obligations of the university.
- b. A damage/breakage deposit may be required if the facility administrator deems the deposit necessary.
- c. To avoid fronting, meetings and events reserved by RSOs and affiliated groups must fall under the following guidelines:
- i. The event/meeting must be conceptualized, planned, and managed by the RSO or affiliated group and must be an initiative of the RSO or affiliated group.
  - ii. A majority (over 50%) of those attending events/meetings scheduled by RSOs or affiliated groups must be UCA students, faculty, or staff.
  - iii. Any costs associated with the event/meeting must be paid by the RSO or affiliated group.

- d. Decorations, props and any other materials that are brought to the building/facility by the person or group renting it may only be used or placed in the building/facility with the consent of the facility administrator.
- e. Proper attire, which includes shirt and shoes, must be worn at all times.
- f. The university reserves the right to deny use of its facilities to any applicant when the university deems such use is not in the best interest of the university.
- g. All necessary UCA Police Department costs will be assumed by the organization or group. The facility administrator, in consultation with the UCA Police Department, will determine the security requirements for an event. It is the organization's or group's responsibility to coordinate with the UCA Police Department and arrange appropriate security. Failure to arrange proper security in a timely manner may result in cancellation of the event.
- h. Individuals or groups reserving space in a university facility will be responsible for the behavior of their members and guests and for any damage caused by the guest(s) or member(s) and agree to respect the rights of other groups using the facility. All university visitors must abide by the rules, regulations and policies of the university as well as all federal, state and local laws.
- i. Groups/organizations must be completely finished with the room, and tear-down/cleanup, by the time indicated on the request form.
- j. Groups requiring audio/visual equipment must note the equipment needed on the reservation form. Charges may be assessed for rental of equipment as well as labor costs for the set-up and break-down of equipment. A damage deposit may be required.
- k. External groups may not appropriate or make use of the university's name or any of the university's trade or service marks or property in violation of copyright laws in their advertising materials. Use of such material must be requested in writing. Prior written authorization must be given before any use of such material regardless of the mode of transmission.
- l. Alcohol may not be served or be on the premises unless authorized by the president pursuant to Board Policy No. 405.
- m. No animals or pets of any kind shall be permitted in any building/facility, except (a) service animals, (b) animals used by law enforcement, (c) domestic animals in the president's home or other university houses if approved by the director of housing and (d) animals used for academic research.
- n. Tobacco use is prohibited in all areas; UCA is a tobacco-free campus. Use of electronic cigarettes is prohibited in all areas.

- o. Equipment and furnishings shall not be moved or removed except with the prior approval of the facility administrator.
- p. All contracts related to the presentation of an event, including contracts between user and performers, speakers, sub-contractors, managers, and others, are subject to review by the facility administrator.
- q. The university is not responsible for any articles lost in the building.
- r. Food service in any university facility must be provided by the university-contracted food service provider, unless the food service provider waives such requirement in writing, or unless an exception applies under the contract with the food service provider.
- s. Any sales or solicitation on university property must comply with the university's solicitation policy.
- t. Special events that have the potential for injury are required to have liability insurance. The university should be included in the policy rider as an additional insured and be given a copy of the certificate before the event.

**5. SCHEDULING PRIORITIES FOR THE STUDENT CENTER AND IDA WALDRAN AUDITORIUM:**

- a. Priority 1: activities sponsored by an RSO, the Student Activities Board or the Student Government Association.
- b. Priority 2: affiliated groups.
- c. Priority 3: external groups.

Reservations generally are taken and honored on a first-come, first-served basis. In certain circumstances, it may be necessary to alter reservations. For scheduling information, contact the director of the Student Center.

**6. SCHEDULING PRIORITIES FOR THE DONALD W. REYNOLDS PERFORMANCE HALL:**

- a. Priority 1: activities sponsored by the Office of the President.
- b. Priority 2: activities sponsored by arts programs in the College of ~~Fine Arts and Communication~~ Arts, Humanities, and Social Sciences.
- c. Priority 3: activities sponsored by UCA Public Appearances.

- d. Priority 4: activities sponsored by and utilizing Brewer-Hegeman Conference Center.
- e. Priority 5: activities sponsored by RSOs.
- f. Priority 6: activities sponsored by affiliated groups.
- g. Priority 7: activities of external groups.

All groups requesting to use the Donald W. Reynolds Performance Hall must complete a reservation request form provided online. The form will be reviewed by the director of Reynolds Performance Hall. If there are questions, the form will be forwarded to the dean of the College of ~~Fine Arts and Communication~~ Arts, Humanities, and Social Sciences. If not resolved, it will be presented to the president's executive staff for a final decision.

## **7. SCHEDULING PRIORITIES FOR THE WINDGATE CENTER FOR FINE AND PERFORMING ARTS:**

### **I. THE CONCERT HALL AND RECITAL/REHEARSAL HALL**

- a. Priority 1: activities sponsored by the Office of the President.
- b. Priority 2: activities sponsored by the Department of Music.
- c. Priority 3: activities sponsored by the College of Arts, Humanities, and Social Sciences.
- d. Priority 4: activities sponsored by UCA Public Appearances.
- e. Priority 5: activities sponsored by RSOs affiliated with the Department of Music.
- f. Priority 6: activities sponsored by RSOs affiliated with the College of Arts, Humanities, and Social Sciences.
- g. Priority 7: activities sponsored by affiliated groups.
- h. Priority 8: activities of external groups.

All groups requesting to use the Concert Hall and Recital/Rehearsal Hall must complete a reservation request form provided online. The form will be reviewed by the director of Public Appearances who will consult with the chair of the Department of Music. If there are questions, the form will be forwarded to the dean of the College of Arts, Humanities, and Social Sciences. If not resolved, it will be presented to the president's executive staff for a final decision.

### **II. THE JAMES M. BRIDGES BLACK BOX THEATRE**

- a. Priority 1: activities sponsored by the Office of the President.
- b. Priority 2: activities sponsored by the Department of Film, Theatre, and Creative Writing.
- c. Priority 3: activities sponsored by the College of Arts, Humanities, and Social Sciences.
- d. Priority 4: activities sponsored by UCA Public Appearances.
- e. Priority 5: activities sponsored by RSOs affiliated with the Department of Film, Theatre, and Creative Writing.
- f. Priority 6: activities sponsored by RSOs affiliated with the College of Arts, Humanities, and Social Sciences.
- g. Priority 7: activities sponsored by affiliated groups.
- h. Priority 8: activities of external groups.

All groups requesting to use the James M. Bridges Black Box Theatre must complete a reservation request form provided online. The form will be reviewed by the director of Public Appearances who will consult with the chair of the Department of Film, Theatre, and Creative Writing. If there are questions, the form will be forwarded to the dean of the College of Arts, Humanities, and Social Sciences. If not resolved, it will be presented to the president's executive staff for a final decision.

### **III. GALLERY, STUDIOS AND CLASSROOMS**

- a. Priority 1: activities sponsored by the Office of the President.
- b. Priority 2: activities sponsored by the Department of Art and Design.
- c. Priority 3: activities sponsored by the College of Arts, Humanities, and Social Sciences.
- d. Priority 4: activities sponsored by UCA Public Appearances.
- e. Priority 5: activities sponsored by RSOs affiliated with the Department of Art and Design.

- f. Priority 6: activities sponsored by RSOs affiliated with the College of Arts, Humanities, and Social Sciences.
- g. Priority 7: activities sponsored by affiliated groups.
- h. Priority 8: activities of external groups.

All groups requesting to use the gallery, studios, and classrooms must complete a reservation request form provided online. The form will be reviewed by the director of Public Appearances who will consult with the chair of the Department of Art and Design. If there are questions, the form will be forwarded to the dean of the College of Arts, Humanities, and Social Sciences. If not resolved, it will be presented to the president's executive staff for a final decision.

#### **IV. LOBBY**

- a. Priority 1: activities sponsored by the Office of the President.
- b. Priority 2: activities sponsored by the Departments of Art and Design, Music, and Film, Theatre, and Creative Writing.
- c. Priority 3: activities sponsored by the College of Arts, Humanities, and Social Sciences.
- d. Priority 4: activities sponsored by UCA Public Appearances.
- e. Priority 5: activities sponsored by RSOs affiliated with the College of Arts and Design, Humanities, and Social Sciences.
- f. Priority 6: activities sponsored by affiliated groups.
- g. Priority 7: activities of external groups.

All groups requesting to use the lobby must complete a reservation request form provided online. The form will be reviewed by the director of Public Appearances. If there are questions, the form will be forwarded to the dean of the College of Arts, Humanities, and Social Sciences. If not resolved, it will be presented to the president's executive staff for a final decision.

#### **8. SCHEDULING PRIORITIES FOR THE BREWER-HEGEMAN CONFERENCE CENTER AND UCA DOWNTOWN:**

- a. Priority 1: activities sponsored by the Office of the President.
- b. Priority 2: Outreach and Community Engagement non-credit programs.

- c. Priority 3: activities sponsored by external groups.
- d. Priority 4: affiliated groups and RSOs.

To provide for maximum use of the Brewer-Hegeman Conference Center, Conference Services reserves the right to grant priority use to events that require multiple rooms and to relocate smaller events to campus locations that have comparable space. If a group is relocated, notification will be provided to the designated group representative prior to the set-up and start of the event.

## **9. SCHEDULING PRIORITIES FOR COMPRESSED INTERACTIVE VIDEO CLASSROOMS:**

- a. Priority 1: academic classes that are part of a degree program rotation to be delivered to remote location(s).
- b. Priority 2: academic classes that are part of certification requirements to be delivered to remote location(s).
- c. Priority 3: academic classes offered on request to groups at remote location(s).
- d. Priority 4: affiliated groups and RSOs activities.

Compressed interactive video classrooms are scheduled through the Centralized Scheduling System and reviewed by the Department of Information Technology according to the priorities listed above.

## **10. SCHEDULING PRIORITIES FOR OTHER UNIVERSITY FACILITIES:**

- a. Priority 1: academic classes.
- b. Priority 2: affiliated groups and RSOs.
- c. Priority 3: external groups.

## **11. SCHEDULING AND USE OF ATHLETIC FACILITIES**

All athletic fields and facilities shall be under the direction and supervision of the director of athletics. He/she shall have the authority, in consultation with and upon the approval of the president of the university, to develop rules and regulations for the use of all athletic fields and facilities.

- a. Priority 1: university athletic teams.

- b. Priority 2: RSOs and affiliated groups, with the prior written approval of the director of athletics, and if applicable, the vice president for student services.
- c. Priority 3: external groups, with the prior written approval of the director of athletics.

## **12. RENTAL INFORMATION AND RENTAL RATES**

Rent and fees for each facility for each type of group shall be established by the university administration. The president of the university must approve all rental fees. After fees have been approved by the president, under procedures he/she may establish, rental fees shall be placed on the university's website and submitted to the Central Scheduling Office and Conference Services Office.

Unless an exception or an adjustment of rent and/or fees is specifically set forth in this policy, all groups (RSOs, affiliated groups and external groups) shall be charged rent, fees and/or other charges set forth on the approved list of rental rates.

### **Exceptions:**

- a. In the case of affiliated groups and RSOs, if no fee of any type is paid by attendees, nor any other sort of remuneration is paid by any person attending the event, the rental fees set forth in this policy shall be waived.
- b. All fees, except for direct costs, shall be waived for activities sponsored by (a) the UCA Student Government Association, (b) the UCA Student Activities Board or (c) the UCA Office of Admissions and Enrollment Services if the event is for recruitment of students.
- c. A department using a facility within its assigned areas for university-related activities shall not be charged a fee. (Example: Outreach and Community Engagement may use Brewer-Hegeman for its outreach programs and non-credit classes for no fee. However, the event(s) must be listed on the Centralized Scheduling System.)
- d. No other adjustment or waiver of any rent, charge, or fee shall be made except through action of the president or president's designee.



## VI. ACTION AGENDA

### C. Fees – Room and Board – Board Policy No. 632

The current room and board rate is \$8,250 per year (based on a double-occupancy room and the Total Access meal plan with \$200 declining cash balance “DCB”).

The recommended increase in board plans is an average of 4.97% with the largest single plan increase being 5.0%. The increase in the board plans should generate an additional \$493,171 overall. These funds will be available to help cover the 5.0% increase in the Aramark contract and allow for necessary service enhancements and upgrades. The Department of Housing and Residence Life completed a review of board plan rates from public institutions within the state. The proposed 2023-2024 board plan rates place UCA near the midpoint of the rates for other Arkansas universities.

A 5.0% increase is recommended for room rates. This increase is primarily related to the continuing effort to maintain and upgrade housing facilities. Recommended repairs to the residence halls and university-owned apartments exceed \$10 million. The estimated annual revenue from the proposed increase for the housing room rates is \$914,024. The proposed 2023-2024 room rates place UCA near the midpoint of the rates for other Arkansas universities.

The proposed room and board rate for 2023-2024 is \$8,663 per year, based on double-occupancy room and the Total Access meal plan with \$250 DCB, for an overall increase of 5.0%. This increase will result in a student paying an additional \$413 per year. For the 2023-2024 academic year, Housing anticipates an annualized occupancy rate of approximately 95%.

The proposed schedule of room and board rates was presented to the Student Government Association (SGA) at their February 6, 2023, meeting.

The nightly rate (double/single) used for camps, conferences and other nightly stays will remain the same at \$20/\$28.

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

**“BE IT RESOLVED: That the Board of Trustees hereby approves the following revisions to Board Policy No. 632, Fees – Room and Board.**

**BE IT FURTHER RESOLVED: That the Board of Trustees hereby approves the schedule of room and board rates presented below.”**



<b>Residence Halls</b>	<b>Double Room Rate per semester</b>	<b>Single Room Rate per semester</b>
TIER 1: Arkansas Hall, Bernard Hall, and RA Room	\$2,362	\$3,060
TIER 2: Baridon, Bear, Carmichael, Conway, Hughes, and State Halls	\$2,515	\$3,415*
TIER 3: Farris Hall and New Hall	N/A	\$3,400
TIER 4: Donaghey Hall	\$2,825	\$3,945

\*Single rooms are only available when space permits typically in the Spring semester.

**Apartments**

TIER 1: Stadium Park, Oak Tree, Georgetown	\$2,665	\$3,465
TIER 2: Erbach, Torreyson	\$2,825	\$3,945*
TIER 3: Bear Village	\$2,825	\$3,945

\*Single rooms are only available when space permits typically in the Spring semester.

**Break Housing**

	<b>Double Room Rate</b>	<b>Single Room Rate</b>
Winter Break	\$450	\$635
Spring Break	\$145	\$220
May Intersession	\$560	\$560
Summer I & II per five-week term	N/A	\$810
August Intersession	\$185	\$185
Nightly Rate used for approved early arrivals, late stays and other special circumstances	\$20 per night	\$28 per night

NOTE: Apartments, Donaghey Hall, and Greek Village are open during Winter and Spring Breaks.

**Meal Plans**

**Residence Hall Meal Plan Options**

	<b>Rate per semester</b>
Total Access (in the cafe) + \$250 Dining Dollars	\$1,969
200 Block meals + \$250 Dining Dollars	\$2,235

**Apartment Meal Plan Options**

ONLY Apartments, Greek Village, and Donaghey Hall:

\$800 Dining Dollars (+ \$35 Bonus DD)	\$800
\$1100 Dining Dollars (+ \$75 Bonus DD)	\$1,100
\$200 Greek Village Dining Dollars	\$200

**IMPORTANT:** Freshmen are required to live on campus. Apartments are available to students who are entering their second academic year. Single rooms are limited and upgrades are available space permitting. Meal plans are mandatory for all residents and may only be changed before classes begin each term. Any resident can choose a Residence Hall meal plan. You must be in an Apartment, Donaghey, or Greek Village to choose from the All Dining Dollar plans. Unused Dining Dollars will expire at the end of the Summer II term. Unused Block meals do not carry over from fall to spring. The residence halls close for break periods with housing available for additional cost. Apartments, Donaghey, and Greek Village are open during winter and spring breaks.

## VI. ACTION AGENDA

### **D. Key Performance Indicators for the Strategic Plan**

The Board of Trustees adopted the Strategic Plan 2022-2026 and its refreshed goals on May 27, 2021. Since that time, the Strategic Planning Committee and the administration have collaborated in identifying key performance indicators (KPIs) supporting the university's strategic goals. The committee and the administration believe that monitoring these indicators will provide valuable evidence that measures the university's strategic success.

The KPIs, if approved, will provide the framework for a KPI Report Card, to be presented to the Board of Trustees at the May meeting each year.

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

**“BE IT RESOLVED: That the Board of Trustees approves the key performance indicators for the Strategic Plan FY 2022-2026.”**

## Key Performance Indicators (KPIs)

Under each KPI, you will see the strategic goal(s) it supports.

**Strategic Goal 1:** UCA will support and empower students to succeed, operating from the understanding that a holistic definition of success encompasses many interconnected dimensions of development. [SG1]

**Strategic Goal 2:** UCA students will have the capabilities to thrive after graduation in whatever avenue suits their path to success. [SG2]

**Strategic Goal 3:** UCA will position itself to address grand challenges while maintaining the stability of the university, the sustainability of quality programming, and equity of access and success for all stakeholders. [SG3]

### Retention Rate (One Year)

A full-time, first-time degree-seeking undergraduate student retained at the one-year mark. “Pell grant recipients” is defined as students receiving a Pell grant the first fall term at UCA. (KPI supports SG1.)

Retention Rate (1 Year)	Fall 2017	Fall 2018	Fall 2019	Fall 2020	Fall 2021	5 Year Avg
All Students	74.1%	74.7%	78.8%	70.7%	74.1%	74.5%
Minority	70.4%	71.7%	79.1%	64.6%	68.1%	70.8%
Pell	67.6%	68.7%	74.3%	67.0%	67.6%	69.0%

Goal: a rolling five-year average of 76% by 2025, recognizing that some years will be outliers.

### Graduation Rate (150% completion time)

A full-time, first-time degree-seeking undergraduate student graduating within 150% of completion time. “Pell grant recipients” is defined as students receiving a Pell grant the first fall term at UCA. (KPI supports SG1.)

Graduation Rate (150% completion time)	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016	5 Year Avg
All Students	41.1%	43.4%	45.7%	49.4%	50.1%	46.0%
Minority	30.9%	32.6%	33.2%	40.2%	46.2%	36.6%
Pell	32.2%	33.4%	34.2%	39.1%	41.5%	36.1%

Goal: a rolling five-year average of 48% by 2025, recognizing that some years will be outliers.

**Time to Degree (in Years)**

Students receiving a bachelor’s degree who entered UCA as full-time, first-time undergraduates. This metric provides a measure of student persistence/progression. “Pell grant recipients” is defined as students receiving the grant prior to any point in time before the degree was awarded. (KPI supports **SG1**.)

Time to Degree (in Years)	2017-18	2018-19	2019-20	2020-21	2021-22	5 Year Avg
All Students	4.50	4.70	4.54	4.52	4.36	4.52
Minority	4.66	4.91	4.70	5.03	4.95	4.85
Pell	4.71	5.03	5.02	4.85	4.70	4.86

Goal: a rolling five-year average of 4.4 years by 2025, recognizing that some years will be outliers.

**Full-time employment or Graduate School within six months of graduation**

Students who graduated from UCA with a bachelor’s degrees that have obtained full-time employment or enrolled in a graduate school within six months of graduation comprise this metric. This information is obtained from graduate outcomes surveys and graduate school data obtained by the Office of Institutional Research. The knowledge rate\* refers to outcomes known (i.e., employment, self-employment, seeking graduate school enrollment) by graduation class. For this KPI, “Pell grant recipients” is defined as students receiving the grant at any time before the degree was awarded. (KPI supports **SG1** and **SG2**.)

Full-time employment or Graduation School within 6 months of graduation	Fiscal Year					5 Year Avg
	2016-17	2017-18	2018-19	2019-20	2020-21	
Knowledge Rate *	39.9%	52.1%	46.6%	40.5%	42.8%	44.4%
All Students	86.2%	84.3%	72.7%	69.8%	73.9%	77.4%
Minority	88.5%	83.6%	67.2%	69.2%	69.9%	75.7%
Pell	86.2%	80.0%	69.5%	69.9%	73.8%	75.9%

**Minority Percentage**

The percentage of the population specified. (KPI supports **SG1**.)

Minority Percentage	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	5 Year Avg
Undergraduate Students	28.4%	28.3%	28.7%	29.6%	30.6%	29.1%
Graduate Students	16.1%	17.8%	16.9%	18.5%	19.7%	17.8%
Full-time Staff	18.7%	18.5%	18.3%	18.4%	19.9%	18.8%
Full-time Faculty	14.0%	12.7%	13.0%	14.1%	15.1%	13.8%
New Hires (FT Staff & Faculty)	17.3%	19.4%	13.2%	21.6%	21.8%	18.6%

**Average Student Loan Debt (Bachelor’s)**

Average student loan debt, not including parent loans, incurred prior to graduation by a student who entered the institution as a first-time undergraduate. (KPI supports **SG1** and **SG2**.)

Average Student Loan Debt (Bachelor's)	2017-18	2018-19	2019-20	2020-21	2021-22	5 Year Avg
% with Loans	55.1%	56.6%	57.3%	53.5%	52.6%	55.0%
Loan Debt	\$ 27,250	\$ 24,713	\$ 31,387	\$ 22,534	\$ 22,310	\$ 25,639
Minority						
% with Loans (Minority)	68.5%	68.2%	65.3%	67.1%	67.1%	67.2%
Loan Debt (Minority)	\$ 27,856	\$ 28,720	\$ 27,685	\$ 25,608	\$ 25,660	\$ 27,106
Pell						
% with Loans (Pell)	45.2%	49.1%	46.9%	44.9%	41.9%	45.6%
Loan Debt (Pell)	\$ 15,422	\$ 16,506	\$ 16,996	\$ 16,023	\$ 15,732	\$ 16,136

**Engaged Alumni**

The Alumni Engagement Score is calculated based on membership in the UCA Alumni Association, event attendance, and giving to the university, with “bonus points” awarded for factors that aren’t available to everyone such as license plate participation or serving on a board/committee. This score is updated on a quarterly basis, and annual goals are set for percentage engaged and average score. The score displayed is the score as of June 30 of each year listed. (KPI supports **SG2**.)

Alumni Engagement	2018	2019	2020	2021	2022	5 Year Avg
Engaged Alumni			4,111	2,278	4,785	3,725
Percentage Engaged			6.3%	3.4%	6.9%	5.5%
Engagement Score			2.95	2.69	2.72	2.79

**Satisfaction Rate**

Survey responses from graduates, bachelor’s degree or graduate degrees, on their last survey completed, indicating that the respondent is somewhat satisfied or very satisfied with their UCA experience. The response rate refers to known satisfaction by graduating class. (KPI supports **SG2**.)

Satisfaction Rate	2016-17	2017-18	2018-19	2019-20	2020-21	5 Year Avg
Bachelor's Degree	8.8%	8.1%	7.5%	8.5%	4.8%	7.5%
Bachelor's Response Rate	24.7%	34.4%	24.9%	16.8%	20.4%	26.9%
Graduate Degrees	95.5%	91.1%	98.2%	97.8%	95.9%	94.5%
Graduate Response Rate	24.2%	31.5%	20.2%	16.4%	25.6%	27.1%

Note: Alumni who are somewhat or very satisfied with their UCA experience based on the last survey they completed.

**Arkansas Public High School Going Rate**

The information provided is from an Arkansas Division of Higher Education (ADHE) report that shows how many Arkansas public high school graduates go to college. This report also shows

UCA’s share of the public 4-year market share and the all-institutions market share. (KPI supports **SG3**.)

Arkansas Public HS Going Rate	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020	5 Year Avg
College Going Rate	49.8%	50.0%	47.6%	47.3%	44.2%	47.8%
UCA % of Public 4-Year Market	15.0%	16.3%	17.2%	16.1%	16.1%	16.1%
UCA % of All Institutions Market	9.1%	9.5%	10.3%	9.3%	9.2%	9.5%

### **Enrollment**

The enrollment shown is for new first-time students and total graduate enrollment for the fall term. (KPI supports **SG3**.)

Enrollment	Fall 2018	Fall 2019	Fall 2020	Fall 2021	Fall 2022	5 Year Avg
First-Time Undergraduate	2,033	1,840	1,715	1,854	1,803	1,849
Undergraduate Transfer	669	554	486	485	552	549
First-Time Graduate	512	487	441	537	491	494
Graduate	1,752	1,735	1,720	1,861	1,919	1,797

### **Student Semester Credit Hour (SSCH) Production**

SSCH production is shown by level (undergraduate and graduate). A percentage of online SSCH by each level is shown. (KPI supports **SG3**.)

SSCH	2017-18	2018-19	2019-20	2020-21	2021-22	5 Year Avg
Undergraduate*	259,650	257,740	249,463	235,283	222,888	245,005
Graduate	36,613	36,559	36,739	36,411	38,607	36,986
Online % of Total						
Undergraduate*	11.4%	13.5%	17.1%	21.0%	23.1%	17.2%
Graduate	49.9%	48.5%	54.9%	46.3%	51.5%	50.2%
*exclude high school concurrent		Note: Online includes DEAS, DESY, and OTHER instructional methods.				

### **Cash on Hand**

Cash on hand is the estimated number of days we can sustain our operations by using our available cash. The minimum cash on hand the institution should have is three months or 90 days. The institution has a working goal of maintaining 180 days. (KPI supports **SG3**.)

	2017-18	2018-19	2019-20	2020-21	2021-22	5 Year Avg
Cash on Hand (at 6/30)	135.5	131.6	134.8	150.3	180.2	146.5

### **Moody’s Bond Rating**

Obligations rated A2 are considered upper-medium grade and are subject to low credit risk. A stable outlook indicates a low likelihood of a rating change over the medium term. External

constituents use our Moody’s rating for lending purposes and as a measure of the university’s financial stability. (KPI supports **SG3**.)

	2017-18	2018-19	2019-20	2020-21	2021-22
Moody's Rating	A2 with Stable Outlook				

**Budget Reserves**

Budget reserve funds are used for one-time expenses during the budget year. The institution has a working goal of maintaining reserves at 3% of the total operating budget. (KPI supports **SG3**.)

	2017-18	2018-19	2019-20	2020-21	2021-22	5 Year Avg
Budget Reserve %	3.15%	2.28%	4.12%	4.34%	3.45%	3.46%



## VI. ACTION AGENDA

### **E. Distinguished Professor Emeritus Award**

The Distinguished Faculty Emeritus/Emerita Committee has unanimously recommended that retired UCA professors, Dr. Emogene Fox, Dr. Kenneth Barnes, and Dr. John S. Choinski, Jr., receive the status of Distinguished Professor Emeritus/Emerita. The professors were nominated for the honor by the faculty in their departments and have the support of all appropriate academic councils and administrators.

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

**“BE IT RESOLVED: That the Board of Trustees hereby approves the recommendation that Dr. Emogene Fox, Dr. Kenneth Barnes, and Dr. John S. Choinski, Jr., receive the honor of Distinguished Professor Emeritus/Emerita.”**

## RESOLUTION

**WHEREAS**, Dr. Emogene Fox served as professor of health education in the Department of Health Sciences at the University of Central Arkansas from 1980 to 2021; and

**WHEREAS**, Dr. Emogene Fox served as Chair of the Department of Health Sciences from 1995 to 2021; and

**WHEREAS**, Dr. Emogene Fox instituted major departmental growth, increased department degree programs, and secured grant funding that improved education and healthcare through state and community programs; and

**WHEREAS**, Dr. Emogene Fox served as a respected mentor and leader to her faculty; and

**WHEREAS**, Dr. Emogene Fox epitomized the student-centered culture of the university with her tireless dedication to student success; and

**WHEREAS**, Dr. Emogene Fox was recommended unanimously by the tenured faculty of the Department of Health Sciences; and

**WHEREAS**, Dr. Emogene Fox was unanimously recommended to receive the Distinguished Professor Emerita Award by the Distinguished Faculty Emeritus/Emerita 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 Emerita on Dr. Emogene Fox in recognition of her leadership in and her service to the Department of Health Sciences at the University of Central Arkansas; and

**BE IT FURTHER RESOLVED** that this resolution be made part of the minutes of the February 17, 2023, University of Central Arkansas Board of Trustees meeting.

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Curtis Barnett  
Chair

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Michael Stanton  
Secretary

**RESOLUTION**

**WHEREAS**, Dr. Kenneth Barnes served as professor of history in the Department of History at the University of Central Arkansas from 1992-2020; and

**WHEREAS**, Dr. Kenneth Barnes received the Faculty Excellence Award in Teaching Excellence in 1999; and

**WHEREAS**, Dr. Kenneth Barnes was committed to effective and innovating teaching that aligned with student interest and success; and

**WHEREAS**, Dr. Kenneth Barnes received the Arkansas Historical Association Lifetime Achievement Award in 2021 for his impact in the field of Arkansas studies; and

**WHEREAS**, Dr. Kenneth Barnes was dedicated to teaching, research, and service that benefited the university and state of Arkansas; and

**WHEREAS**, Dr. Kenneth Barnes was recommended unanimously by the tenured faculty of the Department of History; and

**WHEREAS**, Dr. Kenneth Barnes was unanimously recommended to receive the Distinguished Professor Emeritus Award by the Distinguished Faculty Emeritus/Emerita 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. Kenneth Barnes in recognition of his leadership in and his service to the Department of History at the University of Central Arkansas; and

**BE IT FURTHER RESOLVED** that this resolution be made part of the minutes of the February 17, 2023, University of Central Arkansas Board of Trustees meeting.

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Curtis Barnett  
Chair

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Michael Stanton  
Secretary

## RESOLUTION

**WHEREAS**, Dr. John S. Choinski, Jr. served as a professor of biology in the Department of Biology at the University of Central Arkansas from 1984 to 2018; and

**WHEREAS**, Dr. John S. Choinski, Jr. established himself as an innovative teacher, exemplary scholar, and admired mentor; and

**WHEREAS**, Dr. John S. Choinski, Jr. was recognized as a professor who excelled in the use of technology in the classroom and was an early-adopter of using web-based content in the classroom; and

**WHEREAS**, Dr. John S. Choinski, Jr. was one of the first faculty members in the Department of Biology to establish and maintain a true research program in his field; and

**WHEREAS**, Dr. John S. Choinski, Jr. was recognized internationally for his successes making him a true ambassador for the university; and

**WHEREAS**, Dr. John S. Choinski, Jr. was recommended unanimously by the tenured faculty of the Department of Biology; and

**WHEREAS**, Dr. John S. Choinski, Jr. was unanimously recommended to receive the Distinguished Professor Emeritus Award by the Distinguished Faculty Emeritus/Emerita 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. John S. Choinski, Jr. in recognition of his leadership in and his service to the Department of Biology at the University of Central Arkansas; and

**BE IT FURTHER RESOLVED** that this resolution be made part of the minutes of the February 17, 2023, University of Central Arkansas Board of Trustees meeting.

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Curtis Barnett  
Chair

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Michael Stanton  
Secretary

## VII. NOTIFICATIONS/DELETIONS

### A. **Notification: Approval to Offer the Bachelor of Science in Family and Consumer Sciences Online**

The Department of Nutrition and Family Sciences in the College of Health and Behavioral Sciences has requested approval to offer the Bachelor of Science (BS) program in Family and Consumer Sciences (FCS) online. Required courses in the major are all approved for online delivery as are sufficient general education, major electives, and general electives needed to fulfill the requirements of the degree. ADHE rules require formal notification of any program that will offer 50% or more of the program curriculum online, and the BS in Family and Consumer Sciences is now prepared to take this step.

The department argues convincingly that a fully online BS in FCS program will attract new students to UCA for four reasons: (1) the program can reach students in states that have discontinued FCS degree programs; (2) the program can reach students in remote areas in Arkansas and elsewhere for whom attending UCA in person is not feasible at this time; (3) the program provides ample elective course options, making it an attractive choice for students who wish to return to UCA to complete a baccalaureate degree and use as many of their previously earned credits as possible; and (4) the program's array of major elective options allow students to customize the program to meet their career goals and their preferred content focus area(s)—for example, foods and nutrition, housing and interior design, human/child development and family relations, or personal and family finance.

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

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

**Undergraduate Curriculum Change: Conversion of an Existing Program to Online or Hybrid Delivery**

Department/program/concentration: Nutrition & Family Sciences Date: 4/13/2022

Program name: Bachelor of Science in Family & Consumer Sciences

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

Will the program be fully online or a hybrid? (Check one.)

- Online:** Any program that is completely online and requires no in-person meetings with the instructor or class. In-person attendance may still be required for certain off-campus activities such as proctored exams, clinical experience, and internship hours.
- Hybrid:** Any program in which some portion of traditional "seat time" has been replaced by online academic activities. A hybrid program would require at least one scheduled in-person session with the instructor or class, with the remaining activities occurring online. In-person attendance may also be required for certain off-campus activities such as proctored exams, clinical experience, and internship hours.

If HYBRID, approximately what percentage of the program requirements will be delivered online? \_\_\_\_\_ %

Proposed effective date of change (term and year): Fall 2023

Complete and include ADHE Attachment L (Online Program Justification) and include ADHE Attachment M (Online Program Support).

Note that ADHE/AHECB policy requires that "Institutions proposing to offer 50 percent [or more] of an existing certificate or degree program through distance technology must submit a Letter of Notification with supporting documentation to ADHE by the established deadlines." The approval process is not complete until the notification has appeared in an AHECB meeting agenda.

<b>Recommended by the Department</b>			
1. <u>[Signature]</u> Department Curriculum Committee	Date <u>9/28/22</u>	2. <u>[Signature]</u> Department Chair	Date <u>9/28/22</u>
<b>Recommended by the College</b>			
3. <u>[Signature]</u> College Curriculum & Assessment Committee	Date <u>9/29/22</u>	4. <u>[Signature]</u> College Dean	Date <u>9/30/2022</u>
<b>Recommended by University Councils</b>			
Does the change affect a teacher education program? <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>12-1-22</u>	7. <u>[Signature]</u> Council of Deans	Date <u>12-7-22</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.			
<b>Approved by</b>			
8. <u>[Signature]</u> Provost	Date <u>12/12/2022</u>		
The Office of the Provost retains the signed original and sends a copy to the originating department.			