

The University of Central Arkansas Board of Trustees convened at 10:00 a.m., May 21, 2024, with the following officers and members present:

Ms. Amy Denton – Chair  
Dr. Michael Stanton – Vice Chair  
Mr. Jim Rankin, Jr. – Secretary  
Mr. Curtis Barnett  
Mr. Kelley Erstine  
Dr. Terry Fiddler  
Ms. Kay Hinkle

### **MINUTES**

The board unanimously approved the minutes of the February 16, 2024, board meeting and the April 26, 2024, teleconference meeting as submitted upon motion by Curtis Barnett and second by Jim Rankin, Jr.

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

Statements from the outgoing presidents of the Student Government Association, Faculty Senate, and Staff Senate are attached to the original minutes.

### **REPORTS**

President’s Report – President Davis recognized Abigail Wells as the university’s Newman Civic Fellow for 2024-2025. During the report, Amy Whitehead provided an update on the Market and Equity Study that the university is initiating, and President Davis briefed the attendees on the fall freshman class statistics. President Davis thanked Provost Patricia Poulter and Dr. Randy Pastor for their service to the university and announced the creation of the “Poulter Commons” within the UCA Student Success and Veterans Resource Center building and the “Pastor Student Health Center” within the UCA Health Center building.

Audit & Finance Committee Report – Jim Rankin, Jr., chair of the Audit and Finance Committee, informed the trustees of the business that was discussed by the committee.

UCA Commitment Update – Kevin Thomas provided an update on the status of UCA Commitment.

### **ACTION AGENDA**

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

Pursuant to Board Policy No. 416, Contract Review Procedures, the administration must seek board approval for any contract that requires the university to expend funds in excess of \$500,000.

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

1. Ellucian Company LLC
2. Aramark Educational Services, LLC.
3. 21<sup>st</sup> Century Janitorial Services
4. CCS Facility Services

The board unanimously adopted the following resolution upon motion by Kay Hinkle and second by Jim Rankin, Jr.:

**“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 \$500,000

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**1. Vendor/Party:** Ellucian Company LLC

**Amount:** Estimated at \$3,669,317 for the five-year period.

**Summary of Contract Information:** This is a renewal of an existing contract to provide Banner ERP (Employee, Finance, Financial Aid, Student, Self-Service, and Human Resources), Degree Works, and Perceptive.

**Term:** July 1, 2024, to June 30, 2029.

**2. 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:** This is a renewal of an existing agreement that began July 1, 2022. The purpose of the agreement is to provide food services for the campus. Under the terms of the contract, each year Aramark and UCA mutually agree on any price increase, with minimum price increases based on the consumer price index.

**Term:** July 1, 2024, to June 30, 2026. The contract may be extended in one- or two-year increments not to exceed a total contract length of ten years.

**3. Vendor/Party:** 21<sup>st</sup> Century Janitorial Services

**Amount:** \$1,150,000 per year.

**Summary of Contract Information:** This contract for janitorial services for various academic buildings on campus was approved for \$750,000 in October 2023. The contract is being amended to reflect an increase of \$400,000 due to the addition of other buildings, including residence halls.

**Term:** July 1, 2023, to June 30, 2024.

**4. Vendor/Party:** CCS Facility Services

**Amount:** Approximately \$4,000,000 for initial two years.

**Summary of Contract Information:** This is a contract for janitorial services for various building on campus. A competitive Request for Proposal (RFP) was conducted, and the committee selected CCS Facility Services. The actual cost per year will depend on the buildings that are assigned and the amount of services for each building.

**Term:** July 1, 2024, to June 30, 2026, is the initial term, but the contract may be extended to a maximum of seven years upon approval of the General Assembly.

**Revisions to Board Policies**

The administration has reviewed various board policies and identified changes that are primarily intended to clarify and update each policy. The language to be deleted is stricken through, and language to be added is highlighted.

The proposed changes to each policy are summarized as follows:

Policy 504, Catastrophic Leave Bank Program, has been revised to provide that all full-time, benefits-eligible employees, including full-time faculty and staff, may utilize catastrophic leave for maternity leave in accordance with Arkansas law. Act 770 of 2023 expanded the state catastrophic leave program to allow up to twelve weeks of catastrophic leave to an employee for maternity purposes. Minor revisions were also made to further clarify that the university no longer has any classified employees.

Policy 623, Fee Waiver - Employees, has been revised to specify that employees taking courses will not pay the access and security fee. The access and security fee, in part, funds student parking passes, and employees already pay a separate fee for parking.

Policy 639, Fees – Other Instructional Fees, has been revised to update the names of various fees, delete fees that are no longer collected, and to incorporate the Windgate Facility Fee adopted in May 2021.

The board unanimously adopted the following resolution upon motion by Kelley Erstine and second by Michael Stanton:

**“BE IT RESOLVED: That the Board of Trustees approves the following revisions to the board policies set forth above and 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: 504

Subject: Catastrophic Leave Bank Program

Date Adopted: 12/91 Revised: 08/93, 12/12, 8/23, 5/24

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It shall be the policy of the University of Central Arkansas to permit eligible, regular, full-time, ~~non-classified~~, twelve-month **staff** employees to voluntarily donate accrued annual and/or sick leave to the Catastrophic Leave Bank Program. It shall also be the policy of the university to permit eligible, regular, full-time, ~~non-classified~~, twelve-month **staff** employees to voluntarily receive leave from the Catastrophic Leave Bank Program. The Catastrophic Leave Bank Program does not create any expectations or promises of continued employment with the university and is merely a means of assisting eligible university employees through medical emergencies, injuries and illnesses should they exhaust all earned sick, annual, holiday and compensatory leave time. **In addition, all full-time, benefits-eligible employees, including full-time faculty and staff, may utilize catastrophic leave for maternity leave purposes in accordance with Arkansas law.**

Applications for catastrophic leave are available on the Office of Human Resources' website. All applications must be submitted to human resources and will be reviewed by the Catastrophic Leave Committee. The Catastrophic Leave Committee shall be composed of seven members who represent a relative demographic cross-section of the university's work force and shall be appointed by the president of the university. Participation shall be voluntary, and the administration of the Catastrophic Leave Bank Program shall be in accordance with Arkansas law. The committee will make recommendations to the president, who will make the final determination after consultation with the executive staff.

**UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY**

Policy  
Number: 623

Subject: Fee Waiver – Employees

Date Adopted: 04/67 Revised: Passim - most recent 12/14 5/24

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## **Undergraduate and Graduate Registration Discount Program**

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

Costs and eligibility will be based upon the registration fee schedule in place for the semester in which the initial enrollment occurs, subject to any overall registration guidelines or changes adopted by the Board of Trustees. The discount on required fees applies only to the facility fee, co-op fee, Student Center fee, HPER fee, athletic fee, technology fee and Fine and Performing Arts fee. The discount will not apply to any future student-initiated fees. **The access and security fee will be 100% waived for employees taking courses.** The discount may not be used in conjunction with other university fee reductions or discounts or with other university-sponsored tuition scholarships. The discount will not apply to study-abroad programs. However, the fee-waiver discount may be used in conjunction with state-funded scholarships (ADHE-administered scholarships) and/or private scholarships and assistance.

### **Eligibility and Restrictions**

Only courses taken for college credit qualify for the discount.

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

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

### **Employees**

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

The first three credit hours taken during assigned work hours will not require any leave time. If the employee so chooses, the employee may, during the fall and spring semesters, take an additional class of up to three credit hours during his/her lunch period. Time off for courses taken during normal work hours, including the lunch period, must be approved by the

employee's supervisor and department manager. Efforts should be made to schedule courses at times that will least interfere with heavy seasonal workloads or exceptionally busy periods of the workday.

### **Children**

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

### **Costs**

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

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

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

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

### **Exceptions**

If an employee dies or becomes disabled (as determined by the university's disability insurer) during a semester in which the employee, a spouse or dependent is receiving the discount, the disabled employee and/or the surviving spouse and/or dependent will continue their eligibility as if that employee was still eligible and with all other guidelines and restrictions remaining. Spouses and dependents who are not receiving the discount at the time of the employee's death or disability will be eligible for the discount for five years from the date of death or disability.

## **UNIVERSITY OF CENTRAL ARKANSAS BOARD POLICY**

Policy Number: 639

Subject: Fees – Other Instructional Fees

Date Adopted: See below Revised: 5/08, 8/10, 2/13, 8/14, 5/17, 5/19, 5/20, Passim –  
most recent 7/20 5/24

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The university charges certain fees related to instruction that are course, program, and/or college specific. A list of the names of current fees is set forth below. If any additions, deletions, or revisions to the name of fee and/or amount of fee are necessary, those changes shall be presented to the Board of Trustees for approval.

The approved schedule (name of fee and/or amount of fee) shall be documented in the minutes of the meeting at which such approval is granted and shall be set forth on the university's website.

1. College of Health and Behavioral Sciences

- a. College of Health and Behavioral Sciences fee – Effective fall 2008
- b. Laboratory Program fees – Effective June 1, 2005
- c. Nursing Assessment fee – Adopted 8/10
- d. Master and Ph.D. testing fee – Adopted 8/10
- e. Doctor of Nursing Practice Fee – Adopted 8/14

2. College of Natural Sciences and ~~Engineering Mathematics~~

- a. College of Science and Engineering ~~Natural sciences and mathematics course~~ fee – Effective fall 2008
- b. Laboratory fee – Effective fall 2008

3. College of Business

- a. College of Business ~~course~~ fee – Effective fall 2008; Revised 5/20

4. College of Education

- a. Student teacher fee - Effective fall 1980
- b. Department of Leadership Studies, Internship & Practicum Supervision Travel – Adopted 5/20

5. College of Arts, Humanities, and Social Sciences

- a. Visual Studio Arts fee – Adopted 5/20
- b. Interior Design Course fee (moved from College of Health and Behavioral Sciences ~~fee~~) – Effective fall 2008; Moved 7/20
- c. Interior Design Laboratory fee (moved from College of Health and Behavioral Sciences ~~Laboratory fees~~) – Effective 6/05; Moved 7/20

- d. ~~Music Key deposit (for student access to practice and instrument storage facilities)~~
- e.—Applied Music Fee (formerly Music lesson fees) – adopted 1940s (upon information and belief, a fee was approved by the board during the late 1940s and has been levied by UCA since that time); Revised 5/20
- ef. Music Recording Fee – Adopted 5/20
- fg. Film Course Fee – Adopted 5/20
- gh. Theatre Course Fee – Adopted 5/20
- hi. Public Relations Technology Fee – Adopted 5/20
- ij. Journalism Technology Fee – Adopted 7/20
- j. Windgate Facility Fee – Adopted 5/21

6. Honors College

- a. **Honors College** Participation fee – Effective fall 2004
- b. ~~Scholars~~ **Honors Program** Participation fee – Effective fall 2019

**Request for Provisional and Pool Positions**

**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 58 additional positions.

Name	State Title	Funding Source
Eleanor Hill	Research Associate	Arkansas Department of Education (ADE) Office of Early Childcare (OEC)- Child Care Development Fund (CCDF)

Vacant	Project/Program Specialist	Arkansas Department of Education (ADE) & Office of Early Childhood (OEC)
Jessie Beal	Project/Program Specialist	U.S. Department of Education (ED)- Upward Bound 08-13
Emily Lane	Project/Program Manager	Arkansas Tobacco Settlement
Chad Hearne	Project/Program Director	UCA Foundation
Vacant	Project/Program Specialist	UCA Foundation
Michelle Erwin	Project/Program Director	U.S. Department of Education
Greg Holland	Director of Computer Services	Arkansas Department of Education (ADE) Office of Early Childhood (OEC)- Arkansas Better Chance (ABC) Grant; ADE- OEC- Child Care Development Fund (CCDF) Grant; ARC
Brandi Robertson	Project/Program Specialist	UCA Foundation
VACANT	Project/Program Specialist	UCA Foundation
Felicia Osburn	Research Associate	National Science Foundation-
Jim Fowler	Project/Program Specialist	Arkansas Public School Resource Center (APSRC)
Vacant	Project/Program Specialist	Arkansas Public School Resource Center (APSRC)
Vacant	Project/Program Specialist	Arkansas Public School Resource Center (APSRC)
Daniel Scott Smith	President	Arkansas Public School Resource Center (APSRC)
Sarah Argue	Research Associate	Arkansas Department of Education (ADE)-Office of Early Childhood (OEC)-Arkansas Better Chance (ABC); ADE-OEC-Child Care Development Fund (CCDF) Grant; ARC

Vacant	Research Associate	Arkansas Department of Education (ADE)-Office of Early Childhood (OEC)-Arkansas Better Chance (ABC); ADE-OEC-Child Care Development Fund (CCDF) Grant; ARC
Lisa Walters	Business Manager	Arkansas Public School Resource Center (APSRC)
Vacant	Business Manager	Arkansas Public School Resource Center (APSRC)
Joanna Ketcham	Associate for Administration	Arkansas Public School Resource Center (APSRC)
Vacant	Associate for Administration	Arkansas Public School Resource Center (APSRC)
Katherine White	Project/Program Director	Arkansas Public School Resource Center (APSRC)
Vacant	Executive Vice-President	Arkansas Public School Resource Center (APSRC)
Luanne Baroni	Executive Project/Program Director	Arkansas Public School Resource Center (APSRC)
Benjamin Janelle	Executive Project/Program Director	Arkansas Public School Resource Center (APSRC)
Trevor Nix	Executive Project/Program Director	Arkansas Public School Resource Center (APSRC)
Vacant	Executive Project/Program Director	Arkansas Public School Resource Center (APSRC)
Jeana Williams	Executive Project/Program Director	Arkansas Public School Resource Center (APSRC)
James Robb	Executive Project/Program Director	Arkansas Public School Resource Center (APSRC)
Vacant	Executive Project/Program Director	Arkansas Public School Resource Center (APSRC)

Vacant	Executive Project/Program Director	Arkansas Public School Resource Center (APSRC)
Kathleen Hanlon	Financial Systems Coordinator	Arkansas Public School Resource Center (APSRC)
Vacant	Financial Systems Coordinator	Arkansas Public School Resource Center (APSRC)
Vacant	Financial Systems Coordinator	Arkansas Public School Resource Center (APSRC)
Sarah Snider	Financial Systems Coordinator	Arkansas Public School Resource Center (APSRC)
Alexis Tripp Walter	Associate General Counsel	Arkansas Public School Resource Center (APSRC)
Vacant	Associate General Counsel	Arkansas Public School Resource Center (APSRC)
Angela Polk	Project/Program Specialist	UCA Foundation
Michael Helms	General Counsel	Arkansas Public School Resource Center (APSRC)
Brentnie Conner	Student Development Specialist	U.S. Department of Education (ED)
Nadia Eslinger	Project/Program Director	U.S. Department of Education (ED)
Karrington Hall	Administrative Specialist III	U.S. Department of Education- Upward Bound
Trasha Gossett	Administrative Specialist III	U.S. Department of Education (ED)
Hannah Hanshaw	Project/Program Specialist	Americorps
Kimberly Calhoon	Executive Project/Program Director	Arkansas Department of Education (ADE); private funds

Vacant	Administrative Specialist III	Gaining Early Awareness & Readiness for Undergraduate Programs (GUAR-CRN)
Erika McMahan	Project/Program Director	Gaining Early Awareness & Readiness for Undergraduate Programs (GUAR-CRN)
Vacant	Project/Program Specialist	Gaining Early Awareness & Readiness for Undergraduate Programs (GUAR-CRN)
Carlos Herrera	Accountant II	Gaining Early Awareness & Readiness for Undergraduate Programs (GUAR-CRN)
Vacant	Project Coordinator	Gaining Early Awareness & Readiness for Undergraduate Programs (GUAR-CRN)
Hazel Harris	Project Coordinator	Gaining Early Awareness & Readiness for Undergraduate Programs (GUAR-CRN)
Katrina Curruth	Project Coordinator	Gaining Early Awareness & Readiness for Undergraduate Programs (GUAR-CRN)
Vacant	Project Coordinator	Gaining Early Awareness & Readiness for Undergraduate Programs (GUAR-CRN)
Lajuanda Coleman	Project/Program Manager	Gaining Early Awareness & Readiness for Undergraduate Programs (GUAR-CRN)
Whitney Hinsley	Research Assistant	Arkansas Conservation Opportunity Areas (COAs) Fish Passage Barrier Assessment
Benjamin Bowers	Research Assistant	Arkansas Conservation Opportunity Areas (COAs) Fish Passage Barrier Assessment
Vacant	Research Assistant	Arkansas Conservation Opportunity Areas (COAs) Fish Passage Barrier Assessment
Christian Tamura	Research Assistant	Arkansas Conservation Opportunity Areas (COAs) Fish Passage Barrier Assessment

### Pool Positions

The State of Arkansas permits the university to request new twelve-month auxiliary from the Higher Education Central Pool. UCA is requesting 14 positions to meet the needs of College Square Retirement Community and Athletics. These positions will be paid with institutional funds:

Title	Number
Food Preparation Supervisor	4
Food Preparation Manager	1

Food Preparation Specialist	2
Assistant Coach	3
Assistant Strength & Cond. Coach	1
Athletic Trainer	3

The board unanimously adopted the following resolution upon motion by Jim Rankin, Jr. and second by Kay Hinkle:

**"BE IT RESOLVED: That the Board of Trustees authorizes the administration to proceed with requests for allocation of 58 provisional positions and 14 twelve-month auxiliary Central Pool positions, shown on the above lists, that will be funded by institutional funds, federal, state and private grants."**

**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 tuition and fees and other instructional fees:

**1. Mandatory Tuition and Fees**

For undergraduate students, the current tuition rate (the general registration fee) is \$238.00 per credit hour. For graduate students, the current tuition rate is \$293.40 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 mandatory tuition and fees for undergraduate and graduate students increase by 4.0%. The changes proposed in the chart below include increases for mandatory tuition and fees. The mandatory fee increases include Technology and Student Center.

<b>Student Status</b>	<b>Hours per Semester</b>	<b>Current FY24 Cost Fall/Spring</b>	<b>Proposed FY25 Cost Fall/Spring</b>	<b>Dollar Change</b>	<b>Percent Change</b>
Undergraduate	15	\$10,118	\$10,523	\$405	4.0%
Graduate	12	\$9,464	\$9,843	\$379	4.0%

**Justification:**

The proposed tuition and fee rate reflects an increase of **4.0%** for undergraduate students and **4.0%** for graduate students. Based on the projected enrollment of full-time equivalent students, if approved, the fee increases will generate approximately \$3.2 million in additional revenue for Educational and General (E&G). The additional E&G fee revenue will be applied toward a 2% Cost-of-Living Adjustment (COLA) and technology. The Student Center Fee revenue will

generate approximately \$123,476, which will be applied toward renovation projects for the Ronnie Williams Student Center.

**2. Fully-Online Program Registration**

UCA Online allows students to earn a degree without the traditional constraints of time and location experienced by on-campus students. The academic standards required for UCA Online programs and courses are the same as those for our on-campus equivalents. Students admitted to UCA Online receive flat-rate tuition regardless of residency or location.

<b>Fully-Online Program Registration</b>			
<b>Student Status</b>	<b>Current FY24 Cost per Hour</b>	<b>Proposed FY25 Cost per Hour</b>	<b>Dollar Change</b>
Undergraduate	\$295	\$307	\$12
Graduate	\$336	\$349	\$13

**Justification:**

The proposed increase takes into consideration the costs of operating expenses for this program, along with inflation.

**3. Study Abroad Program Registration**

The Office of Education Abroad and National Student Exchange (NSE) offers UCA students the opportunity to study abroad or study away while earning credit toward their degrees. Education Abroad offers international academic programs in over 20 countries on five continents. Students can earn academic credit by spending a semester at one of UCA’s international partner universities, participating in a short-term, faculty-led trip, or by improving their language proficiency through language immersion programs. NSE offers students the opportunity to study away and attend universities in the U.S. and Canada while earning credits toward their degree.

<b>Study Abroad Program Registration</b>			
<b>Student Status</b>	<b>Current FY24 Cost per Hour</b>	<b>Proposed FY25 Cost per Hour</b>	<b>Dollar Change</b>
Undergraduate	\$269	\$280	\$11
Graduate	\$310	\$322	\$12

**Justification:**

The proposed increase takes into consideration room and board rate increases along with projected costs of insurance, inflation, and other necessary costs.

The board unanimously adopted the following resolution upon motion by Terry Fiddler and second by Michael Stanton:

**“BE IT RESOLVED: That the Board of Trustees approves the schedule of fees as the General Registration and Fee charges, the Fully-Online Program Registration increase, and the Study Abroad Program Registration increase, effective fall 2024.”**

### **Operating Budget 2024-2025**

The following is a summary of the proposed operating budget for FY25 (July 1, 2024-June 30, 2025).

This operating budget has been prepared based on the following:

- a. Approval of a 4.0% increase in undergraduate and graduate mandatory tuition and student fees as set forth in the schedule of tuition and fees;
- b. Student semester credit hour production based on 97% of FY24 actual;
- c. Recognized State Appropriations decrease of \$892,398. Educational Excellence Trust Fund (EETF) revenue is budgeted at the FY24 level of \$7,396,010;
- d. Previous approval of the overall increase in room 5.0% and board rates of 5.4%;
- e. Adjustments within existing budgets; and
- f. Commitment of prior year-end funding. Covered expenses are included in the FY25 operating budget, offset by a transfer from Plant Funds.

The budget totals \$201,098,917, an increase of \$5,923,867 or 3.04% over the October revised budget.

The departmental expense budgets are generally held to the same levels as the prior fiscal year (FY24) 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 \$85,944,240 comprises 42.74% of the total budgeted revenue (55.89% of E&G only) and is based on 97% of FY24 student semester credit hours. The annualized increase in Tuition and Fees is 4.0% or \$405 per year for an undergraduate student enrolled in 15 hours per semester.

- b. The State Appropriation budget at \$63,409,229 represents 31.53% of the total budgeted revenue (41.24% of E&G only). Funding consists of the Revenue Stabilization Act (RSA) and Educational Excellence Trust Fund (EETF).
- c. Auxiliary revenues account for 23.53% of the budgeted revenue, which reflects a net increase of 2.20% over all auxiliary units.

### **Major Components of Uses**

- a. Salaries and benefits together make up 55.98% of the operating budget for E&G and Auxiliary, which is consistent with industry standards. Salary items include (i) \$1,984,285 for a 2% COLA for faculty and staff, (ii) \$220,000 for increases related to faculty promotions and advancement, and (iii) \$375,904 for a minimum wage increase to \$14 per hour at an annual salary of \$29,120 for all full-time positions.
- b. Maintenance and Operation (M&O) makes up 17.11% of the budget and includes increases for technology contracts, a custodial services contract, food service and housing contracts, and other smaller adjustments.
- c. Scholarships and waivers account for 14.80% of the budget. The change reflects an increase in concurrent high school scholarships and an increase in athletic scholarships based on the change in tuition/fees/room/board.
- d. Debt service comprises 7.90% of the university's operating budget and reflects increases related to the normal payment schedule.

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

The board unanimously adopted the following resolution upon motion by Curtis Barnett and second by Michael Stanton:

**“BE IT RESOLVED: That the Board of Trustees approves the 2024-2025 operating budget totaling \$201,098,917.**

### **Campus Project**

The administration requests approval to proceed with the replacement of one of the industrial chillers at Torreyson Library. Due to the increased tonnage to our district cooling loop caused by the addition of many new buildings, as well as the age of many of our campus chillers, the purchase and installation of a new chiller is necessary to keep up with the campus cooling demand. The average lifespan of a chiller is 20 years, and the university has many that are over 30 years old. Torreyson Library has three chillers from the early 1990s, and one of them has been disabled and is beyond repair. The decision to replace a chiller at Torreyson Library is based in part on a recently completed study of the university chillers and the district cooling loop.

The administration has started working with an engineer to design the replacement of one of the chillers at the library that will contribute to the district loop to correct our deficiencies. The

estimated cost for this project is \$1,500,000. The design portion is approximately \$150,000, and the construction portion is estimated at \$1,350,000. The project needs to be started at this time so that once the design portion is completed, the necessary equipment can be ordered. University plant funds will be used to pay for the project.

The board unanimously adopted the following resolution upon motion by Jim Rankin, Jr. and second by Curtis Barnett:

**“BE IT RESOLVED: That the Board of Trustees hereby authorizes the administration to proceed with the planning, design, and completion of the specified project, and authorizes the president of the university, or his designee, to execute documents, enter into contracts, and take such other steps as may be necessary or required to facilitate the specified project.”**

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

The UCA Faculty Handbook Committee recommends revisions to the opening pages, document, and chapters two, three, four, 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)
  - Table of Contents: modify page numbers (pg. iv-vii)
- Document:
  - Change Schedler Honors College to Honors College and Library to Torreyson Library.
- Chapter Two:
  - 2.IV.: replace Exemplary Studies and University Scholars with Schedler Honors Program, Honors in the Major, and Living Communities (pg. 5)
  - 2.IV.A.1.c.: replace Exemplary Studies and University Scholars with Schedler Honors Program, Honors in the Major, and Living Communities (pg. 5)
- Chapter Three:
  - III.C.1.: revise library faculty position language to align with university practices (pg. 16)
  - III.C.2.: change Honors Council to University Honors Council for uniformity (pg. 16)
  - V.A.: revise tenure and promotion language to include effectiveness in teaching (pg. 21)
- Chapter Four:
  - XII.D.: change written notification from the president to the provost (pg. 50)
- Chapter Seven:
  - Reassigning II.H.-II.T. due to changing Honors Council to University Honors Council (pgs. 68-76)
  - I.B.2.: add representative from Torreyson Library (pg. 62)
  - I.C.3.: change unaffiliated designee to specify Honors College or Torreyson Library designee (pg. 63)

- I.D.2.: change not affiliated designee to specify Honors College and Torreyson Library (pg. 64)
- I.E.3.: change not affiliated designee to specify Honors College or Torreyson Library (pg. 64)
- I.F.2.: grammar correction and revise representative to include a designee (pg. 64)
- II.A.3.a.: change chair designee to reflect specific division (pg. 65)
- II.A.3.b.: change unaffiliated designee to specify Honors College (pg. 65)
- II.A.3.c.: delete designee
- II.B.2.b.: change unaffiliated designee to specify Honors College (pg. 66)
- II.C.2.: remove number of colleges to include all academic colleges (pg. 66)
- II.D.2.: replace past division name with current name and change unaffiliated designee to specify Honors College or Torreyson Library designee (pg. 66)
- II.E.2.: change unaffiliated designee to specify Honors College and Torreyson Library designee (pg. 67)
- II.H.: change Honors Council to University Honors Council (pg. 68)
- II.H.1.: remove director of exemplary studies (pg. 68)
- II.H.2.: remove director of exemplary studies (pg. 68)
- II.H.3.: remove director of exemplary studies (pg. 68)
- II.J.2.b.(1).: add Honors College designee (pg. 70)
- II.K.2.: change unaffiliated designee to specify Honors College (pg. 71)
- II.L.2.: change unaffiliated designee to specify Honors College (pg. 71)
- II.M.2.: change unaffiliated designee to specify Torreyson Library (pg. 71)
- II.N.2.: change unaffiliated designee to specify Honors College (pg. 72)
- II.N.2.: revise language to reflect submission of sabbatical leave applications changed to once a year (pg.72)
- II.P.2.a.: change unaffiliated designee to specify Honors College (pg. 73)
- II.Q.2.: change unaffiliated designee to specify Honors College (pg. 74)
- II.S.2.k.: change designee to reflect title and division (pg. 75)
- II.T.2.c.: change unaffiliated designee to specify Honors College (pg. 75)
- II.T.2.e.: add director of the library (pg. 76)

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

The board unanimously adopted the following resolution upon motion by Curtis Barnett and second by Kay Hinkle:

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

### **Academic Calendar and Critical Dates—Fall 2027 through Summer 2028**

The academic calendar covering the period from fall 2027 through summer 2028 has been reviewed by the University Calendar Committee and has been recommended by all appropriate academic administrators.

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

The board unanimously adopted the following resolution upon motion by Kelley Erstine and second by Terry Fiddler:

**“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 2027-2028**

### **FALL SEMESTER 2027**

August 14-18, Sunday – Wednesday	Welcome Week
August 16, Monday	Opening Freshman Convocation
August 19, Thursday	Instruction Begins (day and evening classes)
September 6, Monday	Labor Day Holiday (university closed)
October 14-17, Thursday – Sunday	Fall Break
November 24, Wednesday	Thanksgiving Break (no classes – university offices open)
November 25-28, Thursday – Sunday	Thanksgiving Holiday (university closed)
December 3, Friday	Study Day
December 4, Saturday	Final Examinations
December 6-09, Monday – Thursday	Final Examinations
December 09, Thursday	Winter Commencement: Graduate Ceremony
December 10, Friday	Winter Commencement: Undergraduate Ceremonies

### **WINTER INTERSESSION**

December 13, Monday	Instruction Begins for Winter Intersession
December 30, Thursday	Final Examinations for Winter Intersession

### **SPRING SEMESTER 2028**

January 13, Thursday	Instruction Begins (day and evening classes)
January 17, Monday	Martin Luther King, Jr. Holiday (university closed)
March 19-26, Sunday – Sunday	Spring Break
April 28, Friday	Study Day
April 29, Saturday	Final Examinations
May 1-4, Monday – Thursday	Final Examinations
May 4, Thursday	Spring Commencement: Graduate Ceremony
May 5, Friday	Spring Commencement: Undergraduate Ceremonies

### **SUMMER 2028**

May 15, Monday	Instruction Begins for May Intersession and 13-Week Summer Session classes
May 29, Monday	Memorial Day Holiday (university closed)
June 2, Friday	Final Examinations for May Intersession classes
June 5, Monday	Instruction begins for 1 <sup>st</sup> Five-Week Summer Session and 10-Week Summer Session classes
July 4, Tuesday	Independence Day Holiday Observed (university closed)
July 7, Friday	Final Examinations for 1 <sup>st</sup> Five-Week Summer Session
July 10, Monday	Instruction begins 2 <sup>nd</sup> Five-Week Summer Session classes
August 11, Friday	Final Examinations for 13-Week Summer Session classes, 10-Week Summer Session classes, and 2 <sup>nd</sup> Five-Week Summer Session classes
August 12, Saturday	Graduate Summer Commencement Ceremonies

### **Strategic Plan**

The Board of Trustees adopted the current Strategic Plan on May 27, 2021. The Strategic Plan is for Fiscal Years (FY) 2022-2026. The Strategic Plan includes a vision statement, a mission statement, a statement of core values, a brief statement about institutional distinctiveness, and the Strategic Plan goals.

Goal 3 of the plan is “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.” The Strategic Planning Committee (SPC) voted in April to recommend that an additional component be added to Goal 3. The language to be added is “UCA will prioritize attracting and retaining employees at competitive market salaries.” The language to be added is highlighted in the attached version of the Strategic Plan.

In February 2023, the Board of Trustees adopted Key Performance Indicators (KPIs) to measure the university’s strategic success. The KPIs provide the framework for a KPI Report Card that was presented at the meeting. A copy of the report is attached to the original minutes.

The board unanimously adopted the following resolution upon motion by Curtis Barnett and second by Jim Rankin, Jr.:

**“BE IT RESOLVED: That the Board of Trustees approves the revision to the Strategic Plan for Fiscal Years 2022-2026 as set forth above and as attached to this resolution.”**

## **The Strategic Plan**

### **A. Foundational Documents**

#### **1. Vision Statement**

The University of Central Arkansas aspires to be a premier learner-focused public comprehensive university, a nationally recognized leader for its continuous record of excellence in undergraduate and graduate education, scholarly and creative endeavors, and engagement with local, national, and global communities.

#### **2. Mission Statement**

The University of Central Arkansas, a leader in 21st-century higher education, is committed to excellence through the delivery of outstanding undergraduate and graduate education that remains current and responsive to the diverse needs of those it serves. The university’s faculty and staff promote the intellectual, professional, social, and personal development of their students through innovations in learning, scholarship, and creative endeavors. Students, faculty, and staff partner to create strong engagement with the local, national, and global communities. The University of Central Arkansas dedicates itself to academic vitality, integrity, and diversity.

In carrying out this mission, the university is guided by the following core values.

#### **3. Core Values**

##### **a. Intellectual Excellence**

We believe in lifelong intellectual development of students, faculty, and staff. We are committed to the free pursuit of knowledge and continuous growth in learning and teaching.

- **Educated Citizens:** We believe in student success and in preparing students to engage complex issues and express informed opinion through critical thinking, writing, and speech. Given our institution's historical roots in teacher education, this foundation inspires all of our colleges to work together to ensure that our faculty and students collaborate to promote instructional excellence and lifelong learning.
- **Scholarship:** We believe that students and faculty should engage in professional development and scholarly endeavors that promote the creation and application of knowledge in all disciplines.
- **Cultural Competence:** We believe that students should experience cultural activities as they grow in their appreciation for the diversity of ideas and peoples, both inside and outside the classroom.
- **Learning Environment:** We believe that an outstanding physical infrastructure, along with a culture of excellence in all of our endeavors, provides an environment in which our students and faculty can thrive personally and intellectually. We further believe in providing state-of-the-art learning spaces.

#### **b. Community**

We value and respect as our greatest asset the people who make up our community – students, faculty, and staff, as well as the people connected to us through ties to our local community and region, the state of Arkansas, our nation, and the world. That is, we believe people are the focus of our institution.

- **Collegiality:** We believe in processes of shared decision making based on productive synergistic interactions among our students, faculty, and staff, and disciplines in the pursuit of institutional goals.
- **Partnerships:** We are dedicated to promoting outreach activities, community education, and partnerships with surrounding entities. We believe in collaborating with the citizens of our region, the state, the nation, and the world as well as those organizations and constituents with whom we work.
- **Safe and Healthy Environment:** We promote a safe, healthy, and sustainable environment where our community members can flourish personally and socially as whole beings with obligations to improve their environment.
- **Service:** We believe in sharing our academic and cultural resources and expertise with the public, educational institutions, businesses, cultural centers, and public and nonprofit agencies, when appropriate. We work to enable students to integrate into the larger world to promote a commitment to public service through

experiential education. Faculty and staff serve our state and local constituents by sharing their energy, talents, and experience.

### c. Diversity

We are dedicated to attracting and supporting a diverse student, faculty, and staff population and enhanced multicultural learning opportunities. We value the opportunity to work, learn, and develop in a community that embraces the diversity of individuals and ideas, including race, ethnicity, religion, spiritual beliefs, national origin, age, gender, marital status, socioeconomic background, sexual orientation, physical ability, political affiliation, and intellectual perspective.

- **Recruitment and Retention:** We actively pursue and seek to retain a diversified student body, faculty, and staff.
- **Support:** We maintain the highest academic quality and ensure that our programs remain innovative and responsive to the ever-changing and diverse needs of those we serve.
- **Knowledge:** We seek to enhance interaction and understanding among diverse groups and cultivate enriched learning opportunities in a global community.

### d. Integrity

We are committed to ethical and responsible behavior in our own actions and to developing the same commitment in our students, thus fostering individuals who will have the skills, knowledge, and ability to engage positively with a diverse and changing world. Our commitment extends to all levels of our campus to foster a climate of ethical conduct, respect, responsibility, and trust.

- **Ethics:** We believe in acting with honesty, courage, and trustworthiness.
- **Respect:** We support a community and climate of respect and thoughtfulness among students, faculty, staff, and the people of our community, state, nation, and the world.
- **Responsibility:** We commit to being responsible and accountable in our operations at all levels of the institution, including continuous assessment of our academic programs and transparency in our fiscal and operational proceedings.
- **Trust:** We value and continually seek to earn the public's trust in all of our actions and words.

## 4. Institutional Distinctiveness

The heart of UCA's distinctiveness is its campus-wide commitment to providing the strongest learning and living environment possible, founded on a comprehensive array of outstanding academic programs that focus on individual student success. Complementing

this atmosphere are the university’s beautiful campus; its location in a collegial, vibrant, and affordable community that is part of the state’s largest metropolitan area, which provides enhanced intellectual, cultural, and economic resources; and its close proximity to the Arkansas River Valley and the Ouachita Mountains, which offer natural splendor and myriad outdoor activities.

## **B. STRATEGIC GOALS AND OBJECTIVES, FISCAL YEARS 2022–2026**

*Preamble:* The goals outlined below express the foundational commitment made by the University of Central Arkansas (UCA) to the success of its students and its parallel commitment to looking both inward and outward to deploy strategic initiatives to address what we have come to call “grand challenges.” Such initiatives engage the university—at every level, from individual members of the university community to departments, divisions, and the university as a whole, often in partnership with organizations and individuals outside the university—in addressing important problems in the state and region. A strategic initiative, for example, may seek to reverse the cycle of poverty, enhance social mobility, alleviate health disparities, improve K–12 education and literacy rates, or reduce recidivism.

In today’s higher education environment, our foundational commitments to education and our commitments to meeting grand challenges are intimately related, together expressing the university’s dedication to Academic Vitality, Integrity, and Diversity.

### **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.**

- a. UCA will provide students with guidance and support necessary to developing the knowledge, skills, and habits necessary for academic success.
- b. UCA will provide students with guidance, resources, and opportunities that enable them to meet their basic needs and maintain their physical and emotional health.
- c. UCA will emphasize diversity, belonging, equity, and inclusion in structuring learning environments and will seek to recruit and retain faculty who reflect the demographic diversity of the student body.
- d. UCA will provide inclusive access to a variety of high-impact educational practices that support students’ cognitive, social, and emotional growth.
- e. UCA will support the development and implementation of teaching practices designed to reduce achievement gaps for underserved students.

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

- a. UCA will engage students in early career exploration and other programs that enable them as graduates to know where they are going and to be successful in whatever comes

next.

- b. UCA will provide students throughout their time at UCA with opportunities to engage in experiential learning—curricular and cocurricular, inside and outside the classroom—with peers, staff, faculty, and the broader community.
- c. UCA will engage with alumni through expanded social activities, ongoing career support, and continuing professional education opportunities.

**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.**

- a. UCA’s strategic initiatives will respond to salient issues in the state and region.
- b. UCA will ensure that its strategic initiatives support and promote its foundational commitment to student success, expressed in Goals 1 and 2.
- c. UCA will prioritize attracting and retaining employees at competitive market salaries.
- d. UCA’s strategic initiatives will support—and be supported by—the optimization of university resources.
- e. UCA will engage all members of the university community in identifying, supporting, and accomplishing strategic initiatives.

**All Goals: Enablers of Success**

- a. UCA will renew and maintain its commitment to Academic Vitality, Integrity, and Diversity (AVID).
- b. At every organizational level, UCA will cultivate a culture of accountability, leadership, and achievement.
- c. UCA will fully implement the Resource Optimization Initiative.
  - The university community will continue to refine, coordinate, and structure our financial framework to manage all of our resources effectively and to support our human resources, infrastructure, operating budget, and strategic initiatives. To create this framework, we must streamline our processes, reduce redundancies, and improve the quality, quantity, and access to services throughout campus.
  - The university will identify areas of underused resources that can be redistributed and reinvested into key campus priorities (e.g., student recruitment, student academic support, faculty and staff market and equity raises, faculty and staff professional development, campus technology and infrastructure).
  - Implementation of the Resource Optimization Initiative and related processes will streamline the university budget and financial planning cycle so that strategic

initiatives are part of the active budget and review cycle.

- d. Every unit will build metrics to measure progress and success toward meeting goals and objectives.
- e. When applicable, units will actively build awareness of existing internal resources that are currently available to support initiatives (e.g., professional development funds available through Staff Senate or the Center for Excellence in Teaching and Academic Leadership).
- f. Where appropriate, units will work with the Sponsored Programs Office and University Advancement to seek funds to support strategic initiatives.
- g. Where appropriate, units will actively pursue additional revenue sources (e.g., increasing online education, corporate and community partnerships, certificates and professional development).
- h. Units will work to create a structure and culture that facilitates and values long-term partnerships with external stakeholders through a variety of engaged learning opportunities (e.g., internships, research projects).

### **NOTIFICATIONS/DELETIONS**

#### **Notification: Title Change of the College of Natural Sciences and Mathematics to the College of Science and Engineering**

After consulting the faculty of the college, and with the support of the college's council of chairs, the dean of the college has requested that the College of Natural Sciences and Mathematics be renamed the College of Science and Engineering. The new college name reflects the expansion of programs and departments in the college. Two departments now have engineering programs, and three programs are now ABET accredited.

This title change has been approved by the Council of Deans, the Provost and Executive Vice President, and the President.

#### **Notification: Title Change of the Department of Physics and Astronomy to the Department of Physics, Astronomy, and Engineering**

Upon the recommendation of the department faculty and chair, the dean of the College of Natural Sciences and Mathematics has requested that the Department of Physics and Astronomy be renamed the Department of Physics, Astronomy, and Engineering. The new name reflects the addition of an ABET-accredited engineering program to the department's offerings. The BS in Engineering Physics was added in 2019 and accredited in 2023.

This title change has been approved by the Council of Deans, the Provost and Executive Vice President, and the President.

**Notification: Title Change and Curriculum Revision of the BS in Health Services Administration to the BS in Healthcare Administration**

The current BS in Health Sciences has a single concentration in Health Services Administration that prepares students for admission to a graduate health professional degree program and provides them with some basic business courses in the event that they wish to open their own clinical practice. In 2021-2022 the Health Sciences department conducted a self-study of the Health Services Administration Program. Recommendations from that document were to make it possible that the program—for those students that wanted to strictly major in Healthcare Administration—weight the curriculum less heavily in the sciences and add more focus on management and leadership. Therefore, the Department of Health Sciences is changing the title of the degree to a BS in Healthcare Administration, creating a core health science curriculum, and allowing students to complete either a business minor to prepare for a career in the business side of healthcare, or complete a health pre-professional program of study. The health pre-professional option allows students to complete prerequisite courses for admission to a graduate health professional degree program and basic business courses should they wish to open their own clinics in said health profession.

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

**Notification: Title Change of the Minor in African/African-American Studies to the Minor in Africana Studies**

The Department of History in the College of Arts, Humanities, and Social Sciences is changing the name of the minor in African/African-American Studies to the minor in Africana Studies because the current name of the program is cumbersome and outdated. Africana Studies has become the standard name for such a program across the nation. Africana Studies is the multidisciplinary study of the histories, politics and cultures of peoples of African origin in both Africa and the African diaspora. It is to be distinguished from African Studies, as its focus combines Africa and the African diaspora into a concept of an “African experience” with a Pan-African perspective.

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

**Notification: Bridge2BSN Consortial Arrangement between the UCA School of Nursing and the Baptist Health College Little Rock School of Nursing**

The UCA School of Nursing and the Baptist Health College Little Rock (BHCLR) School of Nursing are entering into a consortial arrangement in which UCA pre-BSN students will complete the Associate of Applied Science (AAS) in Nursing at BHCLR while simultaneously completing additional online UCA courses to earn their Bachelor of Science in Nursing (BSN). The purpose of this dual-enrollment Bridge2BSN track is to provide qualified UCA pre-BSN students with an alternate curriculum that will result in them obtaining the BSN at the same time as their counterparts who are admitted into the UCA BSN track.

UCA will be the financial aid granting institution and will transcript the BHCLR School of Nursing courses under a new course prefix (NURB). The Bridge2BSN program of study required to earn the BSN will consist of (i) 60 hours of general education and related major requirements, (ii) 41 credit hours of upper-division NURB (i.e., BHCLR nursing) courses, (iii) and 24 hours of upper-division NURS (i.e., UCA nursing) courses for a total of 125 credit hours. As a result, the BSN degree will require 120 credit hours (for students in the traditional BSN track) or 125 credit hours (for students in the Bridge2BSN track).

All appropriate university councils and administrators have recommended approval of this consortial arrangement.

**Notification: New Associate of Business Administration (ABA) Degree by Reconfiguration of the Bachelor of Business Administration (BBA) Degree**

The College of Business will offer an Associate of Business Administration (ABA) degree to students seeking a Bachelor of Business Administration (BBA) degree upon completion of 60 credit hours and all general and specific ABA degree requirements. The addition of the ABA degree serves as a strategic initiative to enhance the educational journey and outcomes for our students at the University of Central Arkansas. This credential is designed to provide a valuable option for students who may need to leave the university or pause their academic pursuits, allowing them to exit with a recognized and meaningful credential. By introducing this degree, we are addressing the diverse reasons students may stop-out, emphasizing flexibility and understanding the challenges they may face. This degree honors students' academic achievements and smooths pathways for transitions to other universities or future readmission to the University of Central Arkansas, ensuring that our students are well-equipped for their educational and professional journeys.

The ABA degree consists of (i) 30 credit hours of existing lower-division business foundation and general education courses required for all BBA degrees, (ii) an additional 26 credit hours of lower-division general education courses to fulfill UCA and state minimum degree requirements, and (iii) 4 credit hours of general electives to meet the minimum degree requirement of 60 credit hours.

All appropriate university councils and administrators have recommended approval of this new degree.

**Notification: New Graduate Certificate (GC) in Sport Marketing and Commerce**

The Department of Exercise and Sport Science will offer a new fully-online Graduate Certificate (GC) in Sport Marketing and Commerce. A recent survey by the department showed that students are interested in taking sport marketing classes and earning a sport marketing certificate. The new certificate will consist of 12 credit hours of existing elective courses in the Master of Science in Exercise Science program and will also be particularly attractive to students completing the fully-online Executive Master of Arts in Sport Management program at UCA. The new certificate program also fills a niche for individuals who are currently working full-time and want to advance their careers in the field of sport management. The program will synergize

with the department's current Master's programs and make them more competitive, thereby solidifying UCA's position in the sport marketing and management discipline and furthering UCA's reach on a regional, national, and international stage of higher education.

All appropriate university councils and administrators have recommended approval of this new certificate.

**Notification: New Concentrations in the Master of Science in Exercise Science with a Certificate in Sport Marketing and Commerce**

The Department of Exercise and Sport Science is adding two new concentrations to the Master of Science in Exercise Science that will allow students to complete the Graduate Certificate in Sport Marketing and Commerce as part of their degree requirements. Consistent with the current concentrations in the program, one concentration will require a thesis and the other will not. Current and prospective students in the MS in Exercise Science program have very eclectic goals post degree completion and several students have shown interest in taking sport marketing/management classes as part of their electives. The certificate consists of four existing elective courses in the MS in Exercise Science program, and therefore, does not add additional credit hours to the degree. However, there currently is not a distinction between a student who took all four sport marketing courses and a student who chose a different array of electives. These concentrations with the embedded certificate would allow students to distinguish themselves by earning the additional credential. Of the 5-10 new graduate students enrolled in the program per year, it is expected that half of them will enroll in these new concentrations.

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

**Notification: New Concentration in the Executive Master of Arts in Sport Management with a Certificate in Sport Marketing and Commerce**

The Department of Exercise and Sport Science is adding a concentration to the Executive Master of Arts in Sport Management that will allow students to complete the Graduate Certificate in Sport Marketing and Commerce as part of their degree requirements. The certificate consists of four existing elective courses in the MS in Exercise Science program and adds twelve credit hours to Executive MA in Sport Management degree for a total of 42. The Executive MA in Sport Management program at UCA, started in 2017, is growing well and making a name for itself by turning out qualified students. The new concentration with the embedded certificate will foster this growth and allow students to distinguish themselves further by earning an additional credential. In 3-5 years, the program expects to have graduated 40-50 students based on approximately ten students enrolling in the first semester offering, and then an increase in enrollment to a full cohort of 25 per year.

All appropriate university councils and administrators have recommended approval of this new concentration.

**Notification: Deletion of Concentrations and Curriculum Revision of the Master of Science in Education in Advanced Studies in Teacher Leadership (ASTL)**

The Advanced Studies in Teacher Leadership (ASTL) program is proposing a shift towards a more flexible curriculum by eliminating specific emphasis areas in favor of a structure that allows students to tailor their course selections to their individual interests and needs. The revised program will require completion of five core courses (which remain unchanged), after which students will have the freedom to choose an additional five courses, without the constraints of predefined emphasis areas.

To support students in navigating this more personalized course selection process, we will offer recommended course combinations based on endorsements available for teacher licensure. These suggestions aim to guide students toward a cohesive and comprehensive learning path that aligns with their professional goals and interests.

This proposal has been recommended for approval by both the ASTL Faculty Committee and the ASTL Advisory Board, as well as all appropriate university councils and administrators.

### **Notification: Deletion of the Minor in German**

The School of Language and Literature requests to delete the minor in German. A single faculty member has sustained a low-enrolled German minor for several years by teaching 6-5 and 5-5 loads. In December of 2023, that faculty member retired, and student demand does not warrant the outlay of resources needed to continue the program.

The School does not plan to delete any German courses, because UCA has viable partnerships with colleagues in Germany that enable our students to study abroad. We want to be sure students who study abroad have the full range of options, in terms of transferring course credits and staying on track for timely UCA graduation.

The leadership of the School of Language and Literature has created individuated pathways for each advanced German student, to ensure that none sees his time-to-degree extended or faces an inability to complete the German minor.

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

### **EXECUTIVE SESSION**

The board unanimously declared an executive session to consider employment, appointments, promotions, demotions, disciplining and resignations of employees, upon motion by Jim Rankin, Jr. and second by Terry Fiddler.

### **OPEN SESSION**

The board unanimously approved the following motion made by Curtis Barnett and second by Michael Stanton:

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

## **ADJOURNMENT**

There being no further business to come before the board, the meeting was adjourned upon motion by Jim Rankin, Jr. and second by Michael Stanton.

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

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**Amy Denton**  
**Chair**

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**Jim Rankin, Jr.**  
**Secretary**