

The Board of Trustees of the University of Central Arkansas convened in regular meeting Friday, February 21, 2003, at 2:00 p.m. in Brewer-Hegeman Conference Center with the following officers and members present:

Chair:	Mr. Rush Harding
Vice Chair:	Mr. Kelley Erstine
Secretary:	Mr. Scott Roussel
	Mr. Rickey Hicks
	Mr. Randy Sims
	Dr. Michael Stanton
	Mr. Dalda Womack

constituting a quorum of said board, at which meeting the following business was transacted:

### **MINUTES**

Minutes of the November 22, 2002, Board meeting were unanimously approved as circulated upon motion by Mr. Sims with a second by Mr. Erstine.

### **INTRODUCTIONS**

President Hardin introduced the following individuals:

Gabriel Esteban, Provost - Dr. Esteban thanked the Board for the opportunity to be a part of the senior leadership and briefly discussed his vision for the university. Dr. Esteban stated that all senior academic administrators (i.e., deans and associate provosts) have volunteered to teach at least one class during the 2003-04 academic year. Following his statement, Dr. Esteban introduced Dr. Pat Cantrell who will serve as Interim Dean of the College of Business Administration.

Bunny Adcock, Vice President for Development - Mr. Adcock thanked Pat Otto and the Foundation staff for an outstanding job during the search for a vice president for development and expressed appreciation to the Board for its support.

### **PRESIDENT'S REPORT**

**Financial Report** - President Hardin announced that UCA lost another \$700,000 as a result of recent additional State budget cuts. Therefore, no salary increases will be given during the upcoming year and a hiring freeze has been implemented. President Hardin stated that he, Tom Courtway, Jeff Pitchford, Jack Gillean and others are working to obtain general improvement funds from the legislature. The President further stated that a possible sales tax increase and private fund raising may help during this difficult economic time.

President Hardin discussed the success of the recent ad campaign resulting in a dramatic increase

order to save \$80,000 to \$100,000. President Hardin stated that the State is experiencing the most difficult financial times that have occurred during the last half century and UCA will have to be very prudent until the situation improves. Discussion followed during which President Hardin and Dr. John Smith, Executive Vice President, responded to questions regarding the budget.

**Christian Cafeteria Update** - Dr. John Smith distributed copies of a proposed floor plan for renovating and expanding Christian Cafeteria, which the campus has outgrown. Dr. Smith stated that plans are to keep the existing facility open during the renovation/expansion. The proposed plan would provide an additional 300 seats to the cafeteria, bringing total seating to approximately 1,000. Dr. Smith stated that plans are still in the discussion stage but he hopes to bring a recommendation to the Board in the near future. Discussion followed, during which Dr. Smith responded to questions from Board members.

**Out-of-state Tuition** - At President Hardin's request, this item was pulled from the agenda because no changes have been made to the policy and there is nothing to report at this time.

**President Lu Hardin's Inauguration** - Mr. Jack Gillean, Vice President for University Relations, reported that events for President Hardin's inauguration are scheduled for April 3 & 4. A evening reception will be held April 3 and the investiture, followed by a reception, will be held on April 4. Details will be provided when finalized.

**UCA Netherlands** - President Hardin state that the Netherlands campus, although a wonderful project, has been a financial drain of \$200,000 per year. President Hardin reported that, in fairness, a full-page ad was placed in the campus newspaper, *The Echo*, stating that 25 students must be signed up today, with registration completed and deposit paid by March 7. If fewer than 25 students participate, the program will be canceled. President Hardin stated that, if the program is canceled, he will work very hard for exchange programs to enable students to have the international experience. President Hardin explained that no Board action is required to cancel the program; however, he will keep the Board updated on the situation.

**Mansard Apartments** - At President Hardin's request, the following item regarding Mansard Apartments was added to the action agenda upon motion by Mr. Hicks with a second by Mr. Sims. President Hardin and Dr. John Smith discussed this item and responded to questions from the Board:

The university has attempted for a number of years to purchase Mansard Apartments. The owner of the apartment complex, Shannon Inc., and the university recently negotiated a verbal agreement for a lease with an option-to-purchase, subject to State of Arkansas and UCA Board of Trustees approval. Under this agreement, the university will lease 96 apartment units for twenty-four months, beginning April 1, 2003. At the end of the lease period, the university will have the option to purchase the entire complex and the two vacant lots fronting Bruce Street. The owner of Mansard Apartments has the option of selling the complex to the university before the end of the lease, with a 45-day notice. The university has agreed upon a monthly lease price for the units and a final purchase price. The purchase price will be reduced at the end of each six-month period of the two-year lease.

In order to purchase and renovate Mansard Apartments, the university will need to issue bonds in the amount of \$4,000,000. The expected term of the bonds will be fifteen years. This bond issue will allow the university to purchase the apartment complex and with the renovation, increase the life expectancy of the units by at least fifteen years.

Following lengthy discussion, the following resolution was unanimously adopted upon motion by Mr. Sims with a second by Dr. Stanton:

**“BE IT RESOLVED: THE BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO ENTER INTO A LEASE AGREEMENT WITH THE OPTION TO PURCHASE MANSARD APARTMENTS AND THE TWO VACANT LOTS FRONTING BRUCE STREET AND TO REQUEST FROM THE DEPARTMENT OF HIGHER EDUCATION AN ECONOMIC FEASIBILITY STUDY FOR THE ISSUANCE OF UP TO \$4,000,000 IN BONDS FOR THE PURCHASE AND RENOVATION OF THE MANSARD APARTMENTS COMPLEX.”**

**Reimbursement of Expenses for Official Board Duties** - Act 250 of 1997 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 Act states that the expense reimbursement must not exceed the rate established for state employees for state travel regulations. The Act covers expense reimbursement for all board functions. This action is consistent with Board Policy No. 211.

The following resolution was unanimously adopted upon motion by Mr. Roussel with a second by Mr. Womack:

**“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING STATEMENT CONCERNING REIMBURSEMENT OF EXPENSES FOR OFFICIAL BOARD DUTIES FOR 2003:**

**THE UCA BOARD OF TRUSTEES AUTHORIZES REIMBURSEMENT OF EXPENSES FOR EACH OF ITS BOARD 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 FOR STATE EMPLOYEES FOR 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.”**

**Parking Lots** - The parking lot north of the baseball field was not paved when constructed several years ago. The Physical Plant staff estimates the cost of paving the lot at \$250,000. In addition, several new temporary lots may need to be constructed to accommodate potential enrollment growth. Three sites have been identified for temporary gravel lots - west of baseball field (200 spaces); corner of Western Avenue and College Avenue (86 spaces); and south of Physical Plant (110 spaces). The total cost for all three temporary lots is estimated at \$225,000. The temporary lots will be constructed only if necessary.

The following resolution was unanimously adopted upon motion by Mr. Erstine with a second by Dr. Stanton:

**“BE IT RESOLVED: THE BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO PAVE THE PARKING LOT NORTH OF THE BASEBALL FIELD AND CONSTRUCT TEMPORARY PARKING LOTS, AS NEEDED, AT A TOTAL COST NOT TO EXCEED \$475,000.”**

**Athletic Camps and Clinics** - Arkansas law authorizes the Board of Trustees of state institutions of higher learning to grant permission to employees of those institutions to conduct

certain outside work for private compensation using campus facilities. The law further provides that employees may do so only after they have discharged fully their

**SERVICE RATES DIRECTLY TO CAMPUS DINING FACILITIES OR, IF THE CAMP IS RESIDENTIAL, HOUSING AND FOOD SERVICE CHARGES WILL BE COORDINATED THROUGH THE APPROPRIATE UNIVERSITY DEPARTMENT.; AND**

**BE IT FURTHER RESOLVED: THAT EACH EMPLOYEE AUTHORIZED HEREUNDER TO CONDUCT OUTSIDE WORK FOR PRIVATE COMPENSATION ON OR IN CAMPUS FACILITIES IS TO, WITHIN 60 DAYS AFTER COMPLETION OF THE EMPLOYMENT, SUBMIT A COMPLETE FINANCIAL REPORT RELATING TO THE EMPLOYMENT TO THE EXECUTIVE VICE PRESIDENT, WHO WILL SUBMIT TO THE BOARD OF TRUSTEES ON AN ANNUAL BASIS A SUMMARY OF ALL SUCH FINANCIAL REPORTS RECEIVED.”**

**Soft Drink Contract - Pouring Rights** - The University received proposals from two vendors for the campus pouring rights (soft drink) contract, Coca-Cola Bottling Company of Morrilton and Pepsi Americas of Conway. The administration reviewed and evaluated the proposals and is recommending that Pepsi Americas be issued the contract for a ten-year period.

Pepsi Americas' proposal offered a total value to the University of \$2,ed and ev0.00( TO )Tj8nvalue

**APPROVAL FOR THE ISSUANCE OF BONDS OF UP TO \$1,000,000 TO PROVIDE ADDITIONAL CONSTRUCTION FUNDING ABOVE THE UP-FRONT CASH PAYMENT INCLUDED IN THE PEPSI AMERICAS CONTRACT.”**

**Separation of Geography and Political Science into Two Department** - The faculty in geography and political science have proposed the separation of these two programs. The rationale for the separation of geography and political science includes the following points:

- ~ Improved visibility of programs
- ~ Increased enrollments
- ~ Stronger leadership with separate chairs
- ~ Improved collegiality and faculty morale
- ~ Alumni satisfaction

The Dean of the College of Liberal Arts along with other appropriate administrators and committees endorse the proposal.

The following resolution was unanimously adopted upon motion by Mr. Hicks with a second by Mr. Roussel:

**“BE IT RESOLVED: THAT THE DEPARTMENT OF GEOGRAPHY AND POLITICAL SCIENCE WILL BE DIVIDED INTO TWO SEPARATE DEPARTMENTS BEGINNING WITH THE NEXT FISCAL YEAR.”**

**Proposed Changes in Student Fees (Board Policy No. 630)** - This item was presented by Mr. Ronnie Williams, Vice President for Student Services, on behalf of the Student Government Association.

The Student Government Association (SGA) proposes an overall increase in fees of \$2.50 per fall and spring semesters in order to implement a Student Activities Board fee and to increase the radio station fee.

The Student Activities Board (SAB) is an organization that encourages, supports, and implements co-curricular activities that facilitate the growth and development of students. It is composed of student volunteers who make programming decisions in the areas of music, comedy, lecture, films, and novelty events. SAB has ba65Wgh

student organizations by concentrating on them during SAFA process. The Student Activity fee would be reduced to \$13.50 per fall and spring semesters for students taking 8 or more hours and to \$3.50 per semester for students taking 1-7 hours. The Student Activity fee will be reduced to \$3.50 for intersessions and for each summer term.

Radio stations KCON and KUCA have been an asset to the UCA community. A \$1.00 per semester increase in the radio station fee is recommend to provide better maintenance and upkeep of the stations. The two stations are both being operated with the fee that was put in place for only one station.

During discussion, Ms. Courtney Shearer, President of the Student Government Association, responded to questions from the Board. Following discussion, the following resolution was unanimously adopted upon motion by Mr. Hicks with a second by Mr. Erstine:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING MODIFICATION TO BOARD POLICY NO. 630, 'FEES - GENERAL REGISTRATION AND OTHERS.'"**





**Hiring Policy for Employment of Faculty and Staff (Board Policy No. 503)** - This policy establishes hiring procedures, which ensure among other things that the university complies with its affirmative action obligations. The policy requires that all tenure and tenure-track academic positions and all non-classified staff positions be filled by conducting a national search. The proposed modification to the policy is designed to give the administration flexibility to fill selected positions without conducting a national search at the discretion of the administration. It is anticipated that filling an academic position without conducting a national search would be rare; non-classified positions will be filled by conducting a national search when appropriate.

Following discussion, during which President Hardin responded to questions from the Board, the following resolution was unanimously adopted upon motion by Mr. Womack with a second by Mr. Hicks:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING MODIFICATION TO BOARD POLICY NO. 503, 'HIRING POLICY FOR EMPLOYMENT OF FACULTY AND STAFF.'"**

UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 503  
Subject: Hiring Policy for Employment of Faculty and Staff

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Date Adopted: 10/94 Revised: \_\_\_\_\_

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\_\_\_\_ Prior to advertising any vacant position at the University, the applicable personnel should first define the position to be filled, including specific requirements and credentials.

All tenure and tenure-track academic positions and all non-classified staff positions will be filled by national searches when appropriate and will make use of a search committee. Additionally, the university will make use of search firms where appropriate. Search procedures should include notices in national journals and publications. The Affirmative Action Office may be consulted for assistance in developing search strategies. A list of historically black colleges and universities is maintained in the Affirmative Action Office. Qualified walk-in and unsolicited applicants should be considered when filling vacancies; however, files on walk-in and unsolicited applicants need not be retained if an opening does not exist and is not anticipated.

All positions that are filled by national searches should remain open for at least two weeks after the last advertisement has appeared. All other positions should remain open for at least one week after the last advertisement has appeared. If at this time the search process has not located five qualified applicants, the Affirmative Action Office should be contacted to determine if Affirmative Action guidelines have been followed or if the position should be re-advertised.

If one position has been advertised and an identical opening occurs before the closing date for the first job, it is possible to use the original candidate pool for both positions, providing that there are at least ten qualified applicants. If this number of applications is not available, the Affirmative Action Office should be contacted.

Every effort should be made to include women and minorities on search committees. It is to be noted, however, that women and minorities should not be expected to bear the full responsibility for equal opportunity.

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**Bond Issues** - Due to the low rates that are currently being offered, the University requested a review of all bond issues to determine if a refunding issue could offer significant savings. A proposal was issued to provide information on bond issues that the administration should consider and to aid in the selection of underwriters to potentially assist with the issuance. An invitation to bid was al.2400 de information on0lo obtane

**Naming of Men's Basketball Dressing Room - Resolution for Don Dyer** - With permission from Board members, Chairman Rush Harding moved that the following resolution be adopted. The motion was seconded by Dr. Stanton and passed unanimously.

RESOLUTION

WHEREAS, Don Dyer has had a distinguished career in coaching at the college and high school levels; and

WHEREAS, Don Dyer enjoyed success leading the England High School girls basketball team to a state championship in 1959; and

WHEREAS, Don Dyer became the head men's basketball coach at the University of Central Arkansas in 1979 and had one of the most successful 14-year reigns in the history of UCA and the Arkansas Intercollegiate Conference; and

WHEREAS, Don Dyer, as head coach, led the UCA Bears to four Arkansas Intercollegiate Conference titles and four District 17 titles; and

WHEREAS, the University of Central Arkansas Bears were national runners-up in the National Association of Intercollegiate Athletics in 1990-91 and again in 1991-92; and

WHEREAS, Don Dyer possesses the best record in UCA history with 284 wins and 145 losses in 14 seasons; and

WHEREAS, Don Dyer has coached All-Americans, such as Scottie Pippen and Clifton Bush; and

WHEREAS, Don Dyer has been inducted into the Arkansas Sports Hall of Fame in 1992 and the NAIA Hall of Fame in 1992; and

WHEREAS, Don Dyer not only led the University of Central Arkansas Bears to a consistent winning basketball tradition, he exuded extraordinary ability in helping lead his players to personal and academic success; therefore

BE IT RESOLVED as follows:

THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES, IN RECOGNITION OF THE OUTSTANDING SERVICE OF DON DYER TO THE UNIVERSITY OF CENTRAL ARKANSAS BASKETBALL PROGRAM, TO UNIVERSITY OF CENTRAL ARKANSAS STUDENTS, AND FOR HIS ROLE TO ESTABLISH ONE OF THE GREAT COLLEGIATE ATHLETIC TRADITIONS IN THE SOUTH, HEREBY DESIGNATES THE MEN'S BASKETBALL DRESSING ROOM THE DON DYER DRESSING ROOM.

Witness our hands and seal this \_\_\_\_\_ day of \_\_\_\_\_.

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Rush Harding, Chair

\_\_\_\_\_  
Scott Roussel, Secretary

**Resolution for Sam Buchanan** - The following resolution was unanimously adopted upon motion by Mr. Sims with a second by Mr. Hicks:

Resolution

WHEREAS, Dr. Samuel P. Buchanan has served the University of Central Arkansas for over 22 years, first coming to the University in 1980 as an Assistant Professor in the Department of Mathematics; and

WHEREAS, Dr. Buchanan was promoted to Associate Professor in 1984; and

WHEREAS, Dr. Buchanan became Assistant Dean of the College of Sciences and Humanities in 1988 (which later became the College of Arts and Sciences and later the College of Natural Sciences and Mathematics); and

WHEREAS, Dr. Buchanan was promoted to Professor in 1991; and

WHEREAS, Dr. Buchanan assumed the position of Assistant Vice President for Academic Affairs in 1995 and Associate Provost in 1997; and

WHEREAS, Dr. Buchanan became Interim Provost and Dean of the Faculty in 2001; and

WHEREAS, Dr. Samuel Buchanan has provided stability and vision in his role as Interim Provost; and

WHEREAS, the University has succeeded in the arena of academics during the past eighteen months; and

WHEREAS, Dr. Buchanan, in his tenure, has earned the respect of the administration, students, faculty, and staff; therefore,

BE IT RESOLVED, by the Board of Trustees of the University of Central Arkansas as follows:

DR. SAMUAL BUCHANAN IS HEREBY RECOGNIZED BY THE UNIVERSITY OF CENTRAL ARKANSAS BOARD OF TRUSTEES FOR HIS DEEP DEVOTION AND OUTSTANDING SERVICE AS A FACULTY MEMBER, AS AN ADMINISTRATOR, AND AS INTERIM PROVOST AND DEAN OF THE FACULTY. THE BOARD RECOGNIZES THAT AS INTERIM PROVOST, DR. BUCHANAN PROVIDED CONSISTENT LEADERSHIP, TRUST, STABILITY AND VISION TO THE UNIVERSITY,

**2003 Distinguished Professor Emeritus Award** - Dr. Gabriel Esteban presented the following resolution which was unanimously adopted upon motion by Dr. Stanton with a second by Mr. Hicks:

Resolution

WHEREAS, Dr. Conrad Carroll came to the State College of Arkansas in 1965 as the Department Head of Business, Economics, and Sociology; stayed with the

**2003 Distinguished Alumnus Award** - Mr. Bunny Adcock presented the following item:

The University of Central Arkansas has awarded the citation of "Distinguished Alumnus" since 1986. The Distinguished Alumnus Selection Committee unanimously recommends that Johnelle DeBusk Hunt be named the UCA "Distinguished Alumnus for 2003."

Johnelle Hunt enrolled at UCA, then Arkansas State Teachers College, in 1950 to become a teacher. After one year, however, she accepted J. B. Hunt's proposal of marriage, and the couple wed in January 1952. In 1969, the couple co-founded and built J. B. Hunt Transport from the ground up, and its success is a tribute to the Hunt's entrepreneurial spirit and hard work. J. B. Hunt Transport is one of the largest transportation logistics providers in North America and is the largest truckload, dry-van carrier in the United States. Johnelle has been an active and important partner contributing to the company's development and success. She serves on its board of directors and as corporate secretary.

Johnelle and her husband have been widely honored in Arkansas and beyond for their involvement in charitable activities. Arkansas Easter Seals named them Arkansans of the Year in 1990, and in 1996 the March of Dimes honored the Hunts as Citizens of the Year. In 1992, Johnelle was one of four recipients of the Worthen Professional Women of Distinction Award, and is consistently listed in Arkansas Business' Top 100 Women in Arkansas. She also established the Johnelle Hunt Women's Center, a 50,000-square-foot women's wing at Washington Regional Medical System.

The following resolution was unanimously adopted upon motion by Mr. Hicks with a second by Mr. Erstine:

**"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY RECOGNIZES THE CONTRIBUTIONS AND ACHIEVEMENTS OF JOHNELLE DEBUSK HUNT AND CONFERS ON HER THE HONOR OF DISTINGUISHED ALUMNUS. THE BOARD DIRECTS THE ADMINISTRATION TO PREPARE APPROPRIATE FORMAL RESOLUTIONS AND MEMORIALS TO RECOGNIZE HER ACCOMPLISHMENTS."**

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

A copy of the report was distributed at today's meeting. Following are the findings and recommendations of the Division of Legislative Audit and our response to these findings.

**AUDIT FINDINGS**



Finding I: The University Student Activity Board (SAB) reported a theft of funds totaling \$918. The University of Central Arkansas Police department was unable to determine the responsible individuals. The Student Activities Board will process transactions according to the University's *Cash Handling Procedures Manual* and the access to cash will be limited to employees only (not student workers).

Finding II: The University's Human Resources office reported a student had altered time sheets and forged the supervisor's name. The student was overpaid \$1,185.19 of which \$770.37 was federal work-study funds. The University received restitution from the student worker. The Human Resource office implemented a new *Timesheet Transmittal Form* to assist in control of student and extra-help worker time sheets.

Finding III: The University found a bank account in the name of the UCA Copy Center, c/o Carl Garrison. Mr. Garrison had used this account to divert funds in the amount of \$44,280.25 from the University. Mr. Garrison plead guilty to theft of property and was ordered to make restitution. Accounting controls have been modified to assist in early detection of diverted funds and to segregate duties in the copy center. The University has received restitution in the amount of \$41,101.60 as of December 17, 2002.

The overall audit was a good audit including the conversion to a new financial statement presentation as required by the Governmental Accounting Standards Board (GASB).

The following resolution was unanimously adopted upon motion by Mr. Roussel with a second by Mr. Hicks:

**“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HAS REVIEWED AND ACCEPTED THE AUDIT REPORT FOR THE FISCAL YEAR 2002 AS PREPARED BY THE ARKANSAS LEGISLATIVE AUDIT DIVISION.”**

### **EXECUTIVE SESSION**

Executive session for the purpose of considering and discussing personnel matters, was unanimously declared upon motion by Mr. Roussel with a second by Mr. Sims.

### **OPEN SESSION**

Open session was declared by Mr. Harding.

The following resolution was unanimously adopted upon motion by Mr. Sims with a second by Mr. Hicks:

**“BE**

**REAPPOINTMENTS, AND RETIREMENT, PROVIDED HOWEVER, THAT THE ADMINISTRATION IS AUTHORIZED TO MAKE CORRECTIONS AND CHANGES OF A CLERICAL NATURE.”**

(A complete personnel list is on file in the President’s Office.)

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**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned by Mr. Harding.

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Mr. Rush Harding, Chair

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Mr. Scott Roussel, Secretary



Deloise Mowdy  
Staff Senate President  
Statements to the Board of Trustees

In the fall semester I stated to the Board the goals of the Staff Senate. Today I would like to update you as to where the Staff Senate stands on accomplishing our goals.

I personally have been impressed with the lines of communication that have been established with the new administration, the faculty senate, the student government, and a new line with our alumni. President Hardin has been most gracious in helping the Staff Senate with events that we have sponsored. A few examples are:

- § He took time to deliver doughnuts and visit with each of the offices that won in our office holiday decorating contest.
- § Before the holiday break he and his family greeted each and everyone that attended the open house at his home. They were so gracious in making everyone feel welcome.
- § He took the time out of his very busy schedule to help welcome the staff's newest members at our first New Employee Orientation held February 11th. The new staff members remarked that they were honored by his presence and appreciated that he had taken the time to attend.

These are just a few of the many things President Hardin has done to help ease the staff's apprehension concerning the new administration. His efforts have certainly helped the staff realize that he is willing to support and listen to them.

Communication with the Faculty Senate has been great thanks to President Michael Schaefer and other faculty senate members that have shared information, opinions and views on issues such as; health insurance, HPER Center fee, and technology.

The Student Government Association asked the Staff Senate to join them in an open forum that will consist of selected members of the university community for a question and answer session. This is a great opportunity to learn about the issues affecting the different groups.

To embrace our alumni in our university affairs the Staff Senate asked two of our alumni and Mrs. Hardin to judge the holiday office decorating contest. All employees who participated enjoyed

meeting these distinguished members of the community. We plan to include our alumni in more events in the future.

Another segment in our communication efforts was the development of the new employee orientation. Our orientation committee has done a commendable job putting together information that is sometimes left out of the normal channels, for our new employees. This information will hopefully enhance the employee's awareness to the finer things the University has to offer them. The information during this session included:

- § Informing employees about the Staff Senate and its mission;
- § How to become a member of the Staff Senate and other university committees;
- § Opportunities such as free admission to athletic events, fine arts and music programs;
- § The employee of the year award;
- § Fee waiver for employees;
- § The Staff Senate Book scholarship program;
- § Free Spanish classes (thanks to the faculty community);
- § Library privileges;
- § Staff Senate sponsored events such as the brown bag lunches;
- § Programs that are offered through the alumni association.
- § Activities such as building a float for the homecoming parade, the Holiday Feast and annual picnic

During this process we found that even some of the old timers learned a few things.

Another goal that we have accomplished is the revamping of the Staff Senate Book Scholarship Program. Thanks to the hard work of the scholarship committee new administration guidelines for the Staff Senate Book Scholarship have been outlined and approved. These new revisions will enable the scholarship committee to award scholarships based on an allotted amount of money so that the base fund will not be reduced. These new guidelines will have the scholarship program on the road to achieving endowment status.

We have also accomplished obtaining an office for the Staff Senate, although it took us a few years to get it, it was worth the wait. The Staff Senate now has a place in which it can conduct business in a professional manner. The Staff Senate now has a phone number that will remain the same from year to year and can be published regardless of who the staff

senate president may be. The Staff Senate would like to thank President Hardin, Mr. Paul McLendon, Mr. Lee McQueen and others for their support of the senate to accomplish this goal.

There are three goals that the Staff Senate is still working on for this year:

1. Onsite computer training for university employees;
2. The Staff Senate executive handbook;
3. And the funding of the Career Ladder Incentive Program.

The Staff Senate has confidence in achieving at least two of these remaining goals. However, due to the economy we understand that funding the Career Ladder Incentive Program is going to be difficult. We understand that the university is facing financial hard times this year. What we want to convey to you is that CLIP was initiated by the state to reward hard working, dedicated staff. CLIP bonuses in the amount of \$90,584 were given in 2001 to those that met the requirements. In 2002 the staff was told that funds were not available for the CLIP bonus, yet the University had year-end funds of \$1.2 million. We hope that if the university has money left over at the year-end it would be used to fund the CLIP program.

In conclusion there are two thoughts that I would like to leave with you. With the upcoming renovations of Estes Stadium at a cost of two million dollars the employees of the university have a hard time understanding the rationale of spending money on such an endeavor when possible academic cutbacks and even layoffs have been suggested by the state. Everyone is in agreement that they like to work in beautiful, pleasant surroundings. Let it not be at the expense that could benefit academics or the livelihood for an employee or student.

The second item stems from a phone call I received two days ago which was about a potential student trying to obtain information to attend school here. The student called to inquire about getting a bulletin sent to them. The student was told that we did not print bulletins anymore, that she could go online and view it. She informed the person that she did not have access to an online computer. The student was then told that she could go to a public library or a high school to get the information. My concern is with the aggressive ad campaign that we are producing to increase our enrollment,

shouldn't the University provide the basic information about our degrees programs that a student would need to attend without seeking that information else where.

Thank you for the open lines of communication. The Staff Senate looks forward to working with the Board of Trustees and Administration during this challenging time.

**Student Government Association  
Board of Trustees Meeting**

February 21, 2003

The Student Government Association had a very productive fall semester and is hard at work on completing projects for the spring term. Some of our accomplishments are as follows:

- At the end of the fall semester, SGA sponsored a “Golden Can Food Drive” that raised 2,285 cans that were donated to the Arkansas Food Bank Network.
- Through one of the class projects, SGA purchased printers for all of the residence halls.
- The SGA received permission to use a glassed in room on the first floor of the Student Center as a mini-computer lab and purchased Internet ports and computers for students to use.
- We worked with Dr. Willie Hardin and President Lu Hardin in extending the library hours.
- SGA started a television show on Channel 6 and radio show on KCON.

We have several upcoming events:

- SGA senators will be attending a Student Government Association conference at Texas A & M University February 22-25.
- We will be holding our second SGA Campus Council next Thursday, February 27. President Hardin will be taking comments and answering questions from students during X-period in the Student Center courtyard.
- Our annual Students 1<sup>st</sup> Day will be held on March 13. This student appreciation day will be catered by ARAMark and there will be inflatable games and karaoke in front of the Student Center.
- The Student Activity Fee Allocation process will be March 10-20 and the SGA predicts over 100 Registered Student Organizations to apply for funding.
- Spring Elections will be held March 18-20. The SGA will have online voting next semester, thanks to help from Computer Services.
- We will be sponsoring a Community Service banquet on April 10 to recognize students, faculty, and staff at UCA who have generously volunteered their time to helping out in the community.