

The Board of Trustees of the University of Central Arkansas convened in regular meeting at 2:00 p.m., Friday, February 6, 2009, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present:

Vice Chair: Dr. Harold Chakales
Secretary: Mr. Scott Roussel
Mrs. Patricia Bassett
Mrs. Kay Hinkle
Mr. Bobby Reynolds
Mr. Randy Sims

Chairman Rush Harding was absent.

MINUTES

The minutes of the November 2 and December 18, 2008 Board meetings were unanimously approved as submitted upon a motion and a second.

INTRODUCTIONS AND ANNOUNCEMENTS

Interim President Tom Courtway introduced Bobby Reynolds as Governor Beebe's appointment to the Board of Trustees. Mr. Reynolds wife, Diane, was also introduced.

PRESIDENT'S REPORT

President Courtway reported on the following items:

- Current Financial Status – Bunny Adock gave a brief summary of the university's financial status. A copy of the financial report was available and is attached to these minutes.
- Budget Process for 2009-10 – Mr. Adock also presented a timeline for the 2009-10 budget, which is attached to these minutes.
- Campus Security Update – President Courtway updated the Board on the emergency notification system. Ms. Clair Bailey, Director of the Arkansas Department of Information Systems, reported that the mass notification was successfully tested on January 26 with approximately 3,000 text messages being sent within two minutes.
- Trustee Training (AHECB) – February 18, 2009 – President Courtway reminded the Trustees of the training offered by the Arkansas Higher Education Coordinating Board on February 18, 2009. The meeting will be held at the Wyndham in North Little Rock.
- Centennial History Book – President Courtway recognized Jimmy Bryant, author of
The book will be

May

The budget will be presented to the Board of Trustees for final approval.

**STATEMENTS BY THE PRESIDENTS OF THE STUDENT GOVERNMENT
ASSOCIATION, STAFF SENATE AND FACULTY SENATE**

Copies of statements by the presidents of the Faculty Senate, Kurt Boniecki; Student Government Association, Drew Aylesworth; and the Staff Senate, Carol Daves, are attached to these minutes.

Address to Board of Trustees
Drew Aylesworth, SGA President

Thank President Courtway and Interim VP finance Bunny Adcock

With that said seeing as the Board of trustees is the head of the university we would like to your attention to some of our concerns, seeing as how we are the main provider of this turn universities finances

Last night we passed many resolutions dealing with the budget and how our money is being handled

On the questions of Aramark Board increases SGA voted against it because of the out of control increase in prices with the continued low standards in service and quality example. Board meetings compared to student events.

On the increase of housing We understand that housing must go up a little each year, and a 1.5% increase is fair, however we believe that the 1.6 million dollar transfer to athletics from housing's budget is imprudent considering the over 7 million dollars in deferred improvements needed for

increased in 12 years, we understood the necessity to cut \$750,000 from the academic budget this year. Had this been any other time, I would be receiving angry phone calls and emails from faculty members all over campus. That's not happening because we know where we are and what sacrifices have to be made to build a better, more financially stable university. We also know we are not the only one's making sacrifices. Students are shouldering more costs.

UCA has raised tuition, fees, and lowered the number of scholarships. Likewise, most of the staff have not seen raises and the physical plant has made serious cuts to their budget. Soon, UCA will be preparing its budget for next year. Tough choices will need to be made about the budget priorities of this university. As the Board engages the administration over these choices, I ask that they keep in mind the core mission of this university: We are the center of _____; we educate the men and women of Arkansas. We must make sure we have sufficient funds to maintain that mission. All other spending that is peripheral to that core mission should be scrutinized for savings. The acquisition of new land and beautification efforts should be put on hold. Spending on athletics and other events that do not directly enhance education and scholarship should be trimmed

Carol Daves, Staff Senate President
Board of Trustees
February 6, 2009

Good afternoon Vice Chairman Chakales, Members of the Board, and President Courtway.
Thank you for the opportunity to speak to you today.

I am sorry to report that I do have some regrets this year. Some of our plans have been put on hold – things that would have helped many staff members. The Staff Senate had planned on pursuing a fee remission for graduate work for spouses and dependents of employees. That request has been put on hold indefinitely, however. The budget crunch has had a serious effect on our planning. Earlier this year, we had proposed the creation of a true staff development fund for staff who have particular educational needs. For example, this fund could provide financial assistance to an employee at the physical plant who aspires to become a journeyman electrician at UCA but cannot afford to pay for the adult education course work or associated fees. Or, perhaps, to fund a trip to an educational conference or seminar for clerical staff who do not have the promise of departmental funding. We believe that this type of assistance would prove valuable to UCA in the short run with regard to morale, and in the long run with a better educated and equipped staff. I had planned to ask for the Board's assistance in the establishment of such a fund and hope that at some point in the future another Staff Senate President will take on the task of developing an educational fund for staff. I humbly ask that you consider that proposal when it comes as a promise for the future rather than a cost for the present.

Please accept the Staff Senate's gratitude to the Board of Trustees, President Courtway, and Vice President of Financial Services, Bunny Adcock, for the opportunities for shared governance that have been afforded to the staff this year. The Budget Advisory Committee is again meeting after many years of inactivity, and you have responded to the Fringe Benefits Committee in a positive manner by reversing some of your previous decisions regarding retiree benefits. While I hope benefits that were cut for future retirees will be reinstated, I am confident that when the Fringe Benefits Committee makes its recommendations to you, you will listen. You have demonstrated your willingness to do so this year.

In closing, please know that the Staff Senate supports this university. We want the best for UCA. Tom Courtway is doing a great job as interim president, and Bunny Adcock is working hard with the Provost and VPs to create a workable budget. We are in good hands now, so please take all the time and careful consideration needed in the hiring of our new president.

Thank you for your time and attention.

Carol Stephens Daves
President of the Staff Senate
University of Central Arkansas

ACTION AGENDA

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

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 by state travel regulations for state employees. 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 Randy Sims with a second by Patricia Bassett:

ABE IT RESOLVED: That the Board of Trustees approves the following statement concerning reimbursement of expenses for official board duties for 2009:

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

**CERTIFICATION OF SUFFICIENT
APPROPRIATION AND FUND BALANCES
TO MEET OBLIGATIONS
FOR
UNIVERSITY OF CENTRAL ARKANSAS**

I am aware that the State Accounting and Budgetary Procedures law mandates that in no event shall any obligations be incurred by an institution of higher education unless sufficient appropriations and funds are available, or will become available, during the fiscal year for the payment of the obligations when they become due.

Also, I understand that it shall be the duty and responsibility of the institutional Board of Trustees and the President/Chancellor for which appropriations are authorized to monitor finances to insure that resources are available, or will become available, for financing appropriations authorized by the General Assembly; and to insure that no obligations are incurred which exceed available appropriations and funds.

Therefore, I certify that as of December 31, 2008, I have verified that sufficient appropriations and funds are available, or will become available, including certain private borrowing as authorized by the Board of Trustees (and approved by officials of the State of Arkansas), to pay the obligations of this institution of higher education and all other current obligations to be paid from the appropriations and the funds.

I also certify that I shall continue to monitor obligations of this institution of higher education to insure that sufficient appropriation and fund balances are available, or will become available, to pay all future obligations of the institution when such obligations become due.

Mr. Rush Harding
Chair, UCA Board of Trustees

Date

Tom Courtway
UCA Interim President

Date

**Resolution Adopting the Hazard Mitigation Plan for the University of Central
Arkansas**

Faulkner County has been working for several years to develop a Disaster Mitigation Plan through the Federal Emergency Management Agency

Secretary of the Board
Food Service Contract for 2009-10 (Board Policy No. 633)

The administration proposes an increase in the food service rates to cover an increase in food supplies and operating costs. The university received from ARAMARK, Inc. a food service proposal for the 2009-10 contract year. In order to keep fee increases to a minimum, the proposed contract includes an increase of 4% for the 2009-10 academic year. However, this increase is not adequate to cover all operating costs and as a result, the following service cuts are also recommended:

- Donations reduced from \$85,000 to \$38,000
- Cafeteria will close all hot food and have a true “light lunch” option from 2:00-3:30pm with just cereal, deli, and salad
- No Premium nights but still offer weekly monotony breakers
- No midnight breakfasts
- Reduce Bear Village C-Store hours from 7:00am-8:00pm to 12 noon – 8:00pm

The commission paid by ARAMARK, Inc. for off-campus special groups will remain at 15%. The commission paid on casual meals in the cafeteria, and the non-boarders meal plan will remain at 18% (cash only). ARAMARK, Inc. will continue to pay the university 12% on catered events and 12% on all inclining balance sales.

The university will continue to contract with ARAMARK, Inc. for the operation of its university Food Service venues. ARAMARK, Inc. will pay the university 10% of sales in the Pizza Hut, 10% of sales in Chick-fil-A, 12% of sales in Java City, 14% of sales in all C-Stores, 7% of sales in Quizno’s, and 7% of sales in Starbucks.

The administration proposes to continue its contract with ARAMARK, Inc. for the exclusive right to operate the concessions in Estes Stadium, Farris Center, and Farris Field. It is recommended that this contract be extended from June 1, 2009, through May 31, 2010, -0.2 (a) 0.2 (124 10o) 0 ((a) 0.2 1u-0.2(un0.2(non) JTJ ET Q q 0.24 0174 144 3.24 108 244.64 cm B7

period of June 1, 2009, through May 31, 2010. Additionally, the administration is authorized to sign a similar contract with ARAMARK, Inc., for the operation of the athletic concessions at Estes Stadium, the Farris Center, and Farris Fields for the period beginning June 1, 2009 through May 31, 2010, providing ARAMARK, Inc., will pay the university royalties of gross sales as outlined in the following policy.”

UNIVERSITY OF CENTRAL ARKANSAS

Cafeteria – Cash	18%
Chick-fil-A	10%
Pizza Hut	10%
Quizno's	7%
Java City	12%
Starbucks	7%
Commuter Meal Plans	12%
Inclining Balance	12%
Declining Balance	12%
Athletic Concessions – Football	15%
Athletic Concessions – Non-Football	12%
Catering	12%
C-Store – Cash and DCB	14%

Room and Board Rates for 2009-10 – Board Policy No. 632

The current room and board charge is \$2,370.00 per semester for a double-occupancy room and the 15-meal plan. An increase will be needed for the standard board plans to cover the proposed increase in the ARAMARK contract. An increase is also recommended for the housing room rates. Both ARAMARK and the Department of Housing and Residence Life are working diligently to keep costs to a minimum. Housing increases are primarily related to the need to continue to maintain and upgrade housing facilities by making improvements/repairs. The total proposed room and board rate for 2009-10 is \$2,440.00 or an overall increase of approximately 3.0%.

UCA Sponsored Groups (Single)	\$ 15.00 per person/night	(\$ 14.50)
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RENT FOR FAMILY HOUSING

<u>Apartment</u>	<u>2009-10</u>	<u>(Current)</u>
2003 Bruce #1	\$ 465.00	(\$ 465.00)
2003 Bruce #2, #5	\$ 445.00	(\$ 445.00)
2003 Bruce #3, #4	\$ 395.00	(\$ 395.00)
2005 Bruce	\$ 495.00	(\$ 495.00)
229 Elizabeth	\$ 495.00	(\$ 495.00)
Donnell Ridge (3030A,B) (3040 A,B)	\$ 550.00	(\$ 550.00)
Donnell Ridge (3020 A,B) (3044 A,B)	\$ 515.00	(\$ 515.00)
Caldwell Street Apartments		
1-Bedroom	\$ 435.00	(\$ 395.00)
2-Bedroom	\$ 515.00	(\$ 445.00)

BOARD RATE SCHEDULE

<u>Fall & Spring</u>	<u>2009-10</u>	<u>(Current)</u>
Unlimited	\$ 1,050.00 per semester	

“Fees – General Registration and Other” - Board Policy No. 630

The administration proposes the adoption of a new fee to be charged beginning in the fall of 2009. Currently, the university assesses a fee of \$40.00 per year to students under the authority of Board Policy No. 421, “Traffic and Parking Regulations.” Currently, the fee is only charged to those who purchase a parking decal. The fee has been in place for more than 12 years with no increase. The fee currently assessed does not adequately cover the current costs of parking facilities maintenance and operations and the related operational costs of the campus transportation (shuttle) system. Additionally, at this time there is no revenue source to support the growing number of security initiatives in place or being proposed to enhance personal safety on campus grounds and within university facilities. The proposed new fee will be assessed against all students (regardless of having a vehicle) and more accurately represents the types of services provided by the university from the revenue generated.

The administration proposes eliminating the current parking fee structure and establishing the access and security fee in its place. If approved, students will be assessed \$27.00 per fall and spring semester and \$15.00 for the summer term.

With the assistance of the current fee and revenue from parking and traffic fines, the university provides parking, lighting, sidewalks and certain security initiatives for the campus. The proposed fee will more adequately cover debt service associated with parking facility construction, capital improvements to the campus parking and pedestrian infrastructure, and critical maintenance. A few years ago, the university initiated a shuttle service from the university’s general budget. The proposed fee will cover the maintenance and operating cost of the shuttle service. Also, the fee will cover costs associated with the maintenance, operation and expansion of the campus security camera network, proposed emergency notification and emergency tone alert/enunciation systems, blue light and emergency telephone network, and the UCA Police Department police radio communication system and planned merger with the Arkansas Wireless Interoperable Network.

The administration has consulted with the Student Government Association about this proposed fee change. The SGA will consider this issue on Thursday, February 5, 2009. The administration will be able to advise you as to their position on the fee at the Friday’s Board meeting. (The Board was advised that the SGA did not support this fee.)

The following resolution was unanimously adopted upon motion by Randy Sims with a second by Kay Hinkle:

“BE IT RESOLVED: That the Board of Trustees approves the following amendment to Board Policy No. 630, ‘Fees – General Registration and Other.’”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 630

Page 1 of 2

Subject: Fees - General Registration and Other

Date Adopted: 3/94

Revised: Passim (most recent 05/08)

**GENERAL REGISTRATION AND OTHER MANDATORY FEES
UNDERGRADUATE
2007-2008**

General registration and other required fees on a per-hour and per-semester/term basis for undergraduate students are as follows:

Per-Hour Fees (Notes 5A&B)

General Registration	\$161.00
Athletics	12.00
Cooperative Education	.50
Facilities/Infrastructure	

Note 5A - Beginning with the fall 2006 semester, newly-enrolled undergraduate students will be charged

**GENERAL REGISTRATION AND OTHER MANDATORY FEES
GRADUATE
2007-2008**

Out-of-State (in addition to above fees) **\$201.00 per hour**

Explanatory Notes:

Selection of New Chairs for Presidential Search Committee

Upon motion by Scott Roussel with a second by Randy Sims the following resolution was unanimously passed:

The Board of Trustees finds it necessary to appoint new co-chairs to replace Dr. Jeff Farris and Dr. Jerry Manion, the former co-chairs of the Presidential Search Committee. The Board of Trustees resolves as follows:

“BE IT RESOLVED: That the Board of Trustees hereby appoints Dr. Denver Prince and Jack Gillean to serve as co-chairs of the search committee. In the event of a tie vote of the search committee, Dr. Prince will cast the deciding vote on behalf of the co-chairs.”

Resolution of Appreciation for Randy Sims

Upon motion by Scott Roussel with a second by Patricia Bassett the following resolution was unanimously passed:

RESOLUTION

WHEREAS, Mr. Randy Sims was appointed to serve as a member of the UCA Board of Trustees by Governor Mike Huckabee on February 20, 1998 and was reappointed by Governor Huckabee on February 18, 2005; and

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the University of Central Arkansas

Resolution of Appreciation for Mike Stanton

Upon motion by Randy Sims with a second by Patricia Bassett the following resolution was unanimously passed:

NOTIFICATION OF MODIFICATION OF ACADEMIC PROGRAM

A copy of the notification sent by President Tom Courtway to the Board of Trustees dated January 20, 2009, is attached. Two options have been added to the MS program in School Leadership, Management and Administration.

To: Board of Trustees

From: Tom Courtway, President

Date: January 20, 2009

Subject: Notification of Modification of Academic Program

The Council of Deans and the provost recommend adding two options to the existing MS program in School Leadership, Management, and Administration. They are curriculum and program administration. I have attached information submitted by the provost about this action.

This memorandum is being submitted to you pursuant to a new procedure that was established by President Hardin in 2008 wherein you will be notified of action taken concerning an academic program that does not require official action by you, but does require notification be provided to you. The action will also appear as a "notification" item on the agenda of the next regular meeting so that it will be noted in the minutes.

If you have any questions, please do not hesitate to contact me.

TC:jg

Attachment

C: Dr. Lance Grahn

LETTER OF NOTIFICATION – 3

NEW OPTION, CONCENTRATION, EMPHASIS

(Maximum 18

requirements. Currently these candidates must complete an additional 20 – 28 hours above a master’s degree to meet licensure requirements.

the community, (4) effective managers of change, and (5) effective integrators of technology into the educational environment.

d. *Expected student learning outcomes*

Candidates who complete the SLMA program are educational leaders who have the knowledge and ability to promote the success of all students by:

- A. Facilitating the development, articulation, implementation, and stewardship of a district vision of learning supported by the school community.
- B. Promoting a positive school culture, providing an effective instructional program, applying best practice to student learning, and designing comprehensive professional growth plans for staff.
- C. Managing the organization, operations, and resources in a way that promotes a safe, efficient, and effective learning environment.
- D. Collaborating with families and other community members, responding to diverse community interests and needs, and mobilizing community resources.
- E. Acting with integrity, fairly, and in an ethical manner.
- F. Understanding, responding to and influencing the larger political, social, economic, legal, and cultural context of P

Chief Academic Officer: _____ Date: _____

EXECUTIVE SESSION

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