

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

Chair:	Mr. Rush Harding, III
Vice Chair:	Dr. Harold Chakales
Secretary:	Mr. Scott Roussel
	Mrs. Patricia Bassett

BE IT FURTHER RESOLVED, that this resolution is made a part of the minutes of the University of Central Arkansas Board of Trustees meeting.

Witness our hands and seal this 6th day of November, 2009.

Rush Harding, III, Chair Scott Roussel, Secretary

The search committee for a Vice President for Financial Services is interviewing finalists and a new vice president should be named in the next week2 (i) 0.2 (s) -0.2 (i) 0.2

serious...”

However, in the face of the growing level of concern on campus, I see hopeful signs. For one, the university has been more explicit in its pursuit of outstanding receivables—including over \$6m in student tuition and fees.ⁱ I can attest to this renewed effort, having personally received a letter from the Associate Controller that informed me that UCA was preparing to submit \$20 in alleged traffic fines to the state for withholding from my tax refund.

When I addressed the faculty in August, I shared six goals for the academic year. I would like to share three of them with you:

The first: rebuild our institutional integrity through improved communication, more open and inclusive decision-making, and the realignment of reporting lines to better reflect the university’s logical organization. Your creation of an audit committee is an important contribution to this effort that I applaud.

The second: work collaboratively with the administration and the Budget Advisory Committee to construct a university budget that aligns clear institutional goals with consistent funding. We must grow revenue from student tuition and fees, and re-engage our private fundraising efforts to support the university’s budget.

The third: institutionalize a direct and productive relationship with the Board of Trustees that fosters honest dialogue and better mutual understanding. This process has started. Mr. Sims and I met in May and had a productive exchange. These meetings are very important to establishing this dialogue, and I am pleased that we will be meeting again in the next few weeks at any expensive restaurant he chooses.

All joking aside, I want to take this opportunity to express my appreciation to President Meadors and Provost Grahn for their clarity of purpose and personal resilience. As we confront today’s challenges, we will test our abilities to lead, to communicate, to listen, to trust, and to

compromise. I am, nevertheless, confident in the President's and Provost's skills to guide the university as we seek to turn the page and begi

Now is the time to restore balance through shared governance at this institution. The university has several mechanisms in place to facilitate the healthy exchange of ideas that ensures we all – faculty, staff and students – are a part of the decision making process or, at the very least, that our concerns have voice and our numbers representation. The Budget Advisory Committee, comprised of knowledgeable representatives from across campus, is one such mechanism, as are the Faculty and Staff Senates. I strongly encourage the current administration to recognize the value of these mechanisms and their critical role in the decision-making process.

We are your information gateway – your access point for two-way communication. There is a strong sense on campus that we as staff lack a genuine rapport with the administration that is evidenced through both word and deed. The flow of communication we depended on as we tried to extricate ourselves from scandal has become stagnant. We believe frequent, thoughtful, two-way communication is the key to regaining trust and improving morale, and we hope to see an improved effort in the future. We implore our administrators to make well informed, careful

WHEREAS, in addition to his many years of practicing law, Tom also had a distinguished record of public service, having served on the staffs of Senator Bumpers and Senator Pryor in Washington, D.C.; as a member of the House of Representatives of the Arkansas General Assembly; and as interim director of the Arkansas Department of Education; and

WHEREAS, Tom successfully led the university through a difficult period of transition; and

WHEREAS, Tom served admirably and with distinction as the university's Interim President; and

WHEREAS, in all of his professional endeavors, both in private business and as a public servant, Tom has distinguished himself through his hard work, honesty, integrity, and as a person of utmost character; and

WHEREAS, The Board of Trustees of the University of Central Arkansas wishes to express its sincere thanks to Tom for his service to the University;

NOW THEREFORE BE IT RESOLVED: That the Board of Trustees of the University of Central Arkansas hereby expresses its gratitude to Tom Courtway for his service as the Interim President of the university; and

BE IT FURTHER RESOLVED: That this resolution is made a part of the minutes of the University of Central Arkansas Board of Trustees meeting.

Witness our hands and seal this 6th day of November, 2009.

Rush Harding, III, Chair

Scott Roussel, Secretary

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Naming of Facilities – Track and Soccer Field

By action of the Board on May 7, 2001, the track and intramural field formerly located west of the Physical Plant was named in honor of Bill Stephens, former UCA coach and athletic director and long-time member of the Arkansas House of Representatives from Conway. That track was demolished a few years ago to make way for a parking facility, and the University has built a new track and soccer field on the south end of the campus near the intersection of Dave Ward Drive and Donaghey Avenue.

The administration recommends that the new track and soccer field be named in honor of Mr. Stephens in light of the fact that the t0.2 (c) 0.2 (honor)4(ni)5(e) 0acm BT 50T6nam tor hio ne de tng.

Four providers: QualChoice, Blue Cross/Blue Shield, CoreSource and United Healthcare, submitted proposals with various plan designs, including self-funded plans.

A five-member Insurance Evaluation Committee was convened and discussed whether or not the

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A PART OF THE SOUTH ONE HALF OF THE SOUTHWEST QUARTER AND A
PART OF THE FRACTIONAL SOUTHEAST QUARTER OF SECTION 1,

TRACT 5:

ALL THAT PART OF SECTION 25, TOWNSHIP 4 SOUTH, RANGE 2 EAST AND SECTIONS 29 AND 30, TOWNSHIP 4 SOUTH, RANGE 3 EAST, WHICH LIES SOUTH OF SWAN LAKE, AND WITHIN THE MEANDERS OF ITS CRESCENT, AND THE 2 WELL DEFINED DRAINS FROM THE SOUTH THEREOF BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SECTION 25, TOWNSHIP 4 SOUTH, RANGE 2 EAST; THENCE SOUTH 89 °08'04" WEST, 1112.25 FEET; THENCE NORTH 00 °51'56" WEST, 59.23 FEET TO A POINT 1115.00' WEST OF THE INTERSECTION OF THE EAST LINE OF SAID SECTION 25 AND THE NORTH RIGHT-OF-WAY OF HIGHWAY 20, SAID POINT BEING THE POINT OF BEGINNING PROPER; THENCE ALONG THE CENTER LINE OF A WELL DEFINED DRAIN THE FOLLOWING COURSES AND DISTANCES. NORTH 05 °41'10" WEST, 446.44 FEET; NORTH 17 °44'13" EAST, 281.34 FEET; NORTH 25 °00'13" EAST, 349.96 FEET; NORTH 32 °30'49" , 229.93 FEET; NORTH 62 °26'54" , 214.17 FEET; NORTH 30 °37'52" , 265.36'; NORTH 40 °00'30" EAST, 574.70'; NORTH 31 °04'43" EAST, 123.44 FEET TO THE INTERSECTION OF THE WELL DEFINED DRAIN AND THE NORTH TOP BANK OF SWAN LAKE; THENCE ALONG THE NORTH TOP BANK OF SWAN LAKE THE FOLLOWING COURSES AND DISTANCES: NORTH 57 °34'23" WEST, 763.37 FEET; NORTH 29 °00'42" EAST, 906.84 FEET; NORTH 42 °52'36" EAST, 337.32 FEET TO A POINT AT THE INTERSECTION OF THE NORTH TOP BANK OF SWAN LAKE AND THE WEST LINE OF SECTION 30, TOWNSHIP 4 SOUTH, RANGE 3 EAST; THENCE CONTINUING ON THE NORTH TOP BANK OF SWAN LAKE THE FOLLOWING COURSES AND DISTANCES: NORTH 42 °37'31" EAST, 405.46 FEET; NORTH 36 °20'14" EAST, 348.02 FEET; NORTH 46 °36'47" EAST, 566.55 FEET; NORTH 39 °34'42" EAST, 160.06 FEET; NORTH 52 °21'33" EAST, 402.02 FEET; NORTH 65 °12'45" EAST, 697.92 FEET; NORTH 714 °03'12" EAST, 279.68 FEET; NORTH 64 °14'05" EAST, 305.58 FEET; NORTH 75 °13'40" EAST, 414.69 FEET TO A POINT AT THE INTERSECTION OF THE NORTH TOP BANK OF SWAN LAKE AND THE NORTH LINE OF SECTION 30, TOWNSHIP 4 SOUTH, RANGE 3 EAST; THENCE SOUTH 89 °49'43" EAST ALONG SAID NORTH LINE OF SECTION 30, 2947.39 FEET, TO THE NORTHWEST CORNER OF SECTION 29, TOWNSHIP 4 SOUTH, RANGE 3 EAST; THENCE SOUTH 89 °49'43" EAST, ALONG THE NORTH LINE OF SAID SECTION 29, 60.61 FEET TO A POINT AT THE INTERSECTION OF THE NORTH LINE OF SAID SECTION 29 AND THE NORTH TOP BANK OF SWAN LAKE; THENCE ALONG THE NORTH TOP BANK OF SWAN LAKE THE FOLLOWING COURSES AND DISTANCES: SOUTH 69 °45'52" EAST, 293.86 FEET; SOUTH 80 °13'49" EAST, 435.98 FEET; SOUTH 21 °57'03" EAST; 133.57 FEET; SOUTH 57 °59'16" EAST, 338.04 FEET; SOUTH 57 °28'01" EAST, 575.93 FEET; SOUTH 45 °03'25" EAST, 470.88; SOUTH 42 °26'57" EAST, 261.65 FEET; SOUTH 48 °28'05" EAST, 939.18 FEET; SOUTH 04 °43'27" WEST, 484.12 FEET; SOUTH 43 °46'21" EAST, 121.72 FEET; SOUTH 48 °28'21" EAST, 331.94

FEET; SOUTH 42°07'27" EAST, 502.20; SOUTH 35°01'36" EAST, 833.37 FEET;
SOUTH 26°40'45" EAST, 145.53 FEET; SOUTH 44°10'47" EAST, 609.48 FEET;
SOUTH 18°39'48" EAST, 446.94 FEET; SOUTH 06°09'47" EAST, 238.73 FEET TO A
POINT AT THE INTERSECTION OF THE NORTH TOP BANK OF SWAN LAKE
AND THE CENTER LINE OF A WELL DEFINED DRAIN; THENCE SOUTH
48°11'46" WEST, ALONG SAID DRAIN, 323.46 FEET TO A POINT AT THE
INTERSECTION OF THE WELL DEFINED DRAIN AND THE NORTH RIGHT-OF-
WAY OF HIGHWAY 20; THENCE ALONG THE NORTH RIGHT-OF-WAY OF
ARKANSAS HIGHWAY 20 THE FOLLOWING COURSES AND DISTANCES:
NORTH 88°21'30" WEST, 257.90 FEET; NORTH 88°16'36" WEST, 481.58 FEET;
NORTH 88°22'17" WEST, 896.62 FEET; NORTH 89°14'15" WEST, 63.19 FEET;
NORTH 89°51'30" WEST, 617.06 FEET; NORTH 89°51'26" WEST, 694.95 FEET;
NORTH 89°52'25" WEST, 351.03 FEET; NORTH 89°53'51" WEST, 442.94 FEET;
NORTH 89°53'59" WEST, 405.75 FEET; NORTH 89°48'41" WEST, 69.43 FEET;
SOUTH 89°19'18" WEST, 59.63 FEET; SOUTH 89°17'24" WEST, 518.56 FEET;
SOUTH 89°27'03" WEST, 631.52 FEET; SOUTH 89°22'53" WEST, 683.13 FEET;
SOUTH 89°19'19" WEST, 488.97 FEET; SOUTH 89°26'30" WEST, 557.79 FEET;
SOUTH 89°24'29" WEST, 245.98 FEET; SOUTH 89°24'33" WEST, 451.14 FEET;
SOUTH 89°22'14" WEST, 513.27 FEET; SOUTH 89°24'04" WEST, 523.09 FEET;
SOUTH 89°31'24" WEST, 97.88 FEET; SOUTH 89°31'24" WEST, 395.50 FEET;
SOUTH 89°19'07" WEST, 537.18 FEET; SOUTH 85°18'07" WEST, 156.61 FEET;
SOUTH 82°55'37" WEST, 114.29 FEET; SOUTH 85°15'59" WEST, 277.10 FEET;
SOUTH 88°46'43" WEST, 431.93 FEET; SOUTH 89°00'07" WEST, 316.82 FEET TO
THE POINT OF BEGINNING PROPER, CONTAINING 1044.59 ACRES, MORE OR
LESS, SUBJECT TO ALL RIGHTS-OF-WAY AND EASEMENTS OF RECORD...

The following resolution was unanimously adopted upon motion by Patricia Bassett with a second by Kay Hinkle:

“BE IT RESOLVED: That the Board of Trustees authorizes the administration to take the necessary actions as set forth above to sell the real property described in this resolution and situated in Phillips County, Arkansas, consisting of approximately 1440 acres, and to place the proceeds of the sale into a restricted scholarship account as required by the donor, and with the provisions and conditions set forth above, and subject, however, to subsequent action by this Board approving such sale.”

Proposed Sale of Certain University Properties

Over several years, the University has purchased property (both improved and unimproved) in areas surrounding the campus.

While most of the property purchased by the University has been in the area between Bruce and Dave Ward Drive (on the north and south sides of the main campus) and Donaghey and Farris Road (on the east and west sides of the main campus), some property acquisitions have been made outside this area.

The administration has undertaken a review of the existing University-owned properties and would like to advertise and sell four (4) properties identified below. Three of them were acquired as part of the transaction with members of the Moix family when the parking lot for Bear Village apartments was acquired. The fourth parcel is a vacant lot on Bruce Street east of the campus.

The street addresses of the properties are:

955 South Donaghey
965 South Donaghey
1015 South Donaghey
1920 Bruce Street

The three properties on South Donaghey are not used for student housing. Staff members live in those homes. As stated above, the Bruce Street parcel is very small and based upon a review of existing University-owned properties, it is very unlikely that this vacant lot will ever be utilized, even for parking. The University does not own any

Specifically, if approved by the Board of Trustees, the administration will advertise the properties for sale in Faulkner County, Arkansas, as well as through a state-wide advertisement; provide in the advertisement and any notices published that sealed bids will be taken for each parcel by a date certain with cash to be paid at closing and the customary terms involved in the sale and purchase; that the University and the Board o

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

“Contract Review Procedures” – Board Policy 416

Board Policy No. 416 was adopted by the Board of Trustees in May 2009. The policy became effective July 1, 2009. However, at the Board’s July 2009 meeting, the administration requested to suspend one portion of the policy relating to contracts exceeding one fiscal year. The implementation of this part of the policy ran into some obstacles and required refinement. The General Counsel’s office has reviewed this portion of the policy and has now proposed revisions to address the problem noted above. The following suggested changes are proposed.

First, the policy has been revised to make it clear that it applies to purchase orders and if there is a "contract" underlying a purchase order that the contract needs to be reviewed by the General Counsel’s office.

Second, the policy has been modified to adjust the "trigger" levels slightly. Board approval is still required for all contracts in excess of \$250,000. However, the other levels have been adjusted. Contracts between \$100,000 and \$249,999 require the approval of the Board chair and the President of the University. The President must approve all contracts up to \$99,999, but the President may delegate that authority to the provost or an appropriate vice president for contracts up to \$49,999.

Third, the policy has been modified concerning the required Board approval for contracts longer than one year. The policy provides that Board approval will NOT be required if the General Counsel certifies, in writing, that the University may terminate the contract on the giving of written notice of ninety (90) days or less. ~~dal.24 195.5011 7(m 4 (e)) -0.5 (n2 (i) 0.2.24 0 0.24 424.0011~~

**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy Number: 416

Page 1 of 3

Subject: Contract Review Procedures

Date Adopted: 5/09 Revised: 11/09

CONTRACT PROCEDURES/PERSONNEL ACTIONS

In addition, the responsible employee shall ensure that if matching funds are to be used as part of the contract that the office/department of the university responsible for securing such funds has been contacted and has agreed, in writing, to supply such funds.

If the University of Central Arkansas Foundation, Inc. is to supply private funds under the contract, the responsible employee shall also transmit a copy of the contract to the President of the Foundation for a determination of ~~and determine~~ whether or not the approval of the Foundation **and/or its Board** is required.

After review, the **responsible** UCA employee shall **indica**

~~Any contract in the amount of \$5,000 to \$49,999 must be approved by the President; and~~

~~Any contract for less than \$5,000 may be approved by the Provost or a Vice President.~~

~~Notwithstanding the foregoing, however, any contract with a term exceeding one (1) fiscal year must be approved by the Board of Trustees.~~

- The Chair of the Board and the University President must approve any contract which will require the expenditure by the University of funds (at anytime) in the amount of \$100,000 to \$249,999.
- The President of the University must approve a contract which will require the expenditure by the University of funds (at anytime) of an amount up to \$99,999, although the President may delegate to the Provost or any Vice President the authority to sign contracts up to \$49,999.

Exemptions from Contract Approval Process: The following contracts are exempt from the “Contract Approval Process” above:

(i) any contract which provides for professional or clinical training for students of the University and which does not require the expenditure or payment of any University funds to a third party; and

(ii) any contract arising out of or related to an external grant administered through the Office of Sponsored Programs and which does not require the expenditure or payment of any University funds to a third party.

Notwithstanding the foregoing exemption from the Contract Approval Process, such contracts must still be processed through the routing procedures set forth herein, as well as be reviewed by the Office of General Counsel. Such contracts, after appropriate review, shall be

(2) *“Notwithstanding any other provision of this agreement or contract, the University of Central Arkansas shall never indemnify or hold another party harmless from any damages, liability, claims, demands, causes of action or expenses. However, with respect to any loss, expense, damage, liability, claim or cause of action, either at law or in equity, for actual or alleged injuries to persons or property, arising out of any negligent act or omission by UCA, or its employees or agents, in the performance of this agreement, UCA agrees that:*

(a) it will cooperate with the other party to this agreement in the defense of any action or claim brought against the other party seeking damages or relief;

(b) it will, in good faith, cooperate with the other party to this agreement should such other party present any claims or causes of action of the foregoing nature against UCA to the Arkansas State Claims Commission;

(c) it will not take any action to frustrate or delay the prompt hearing on claims of the foregoing nature by the Arkansas State Claims Commission, and will make reasonable efforts to expedite any hearing thereon.

UCA reserves the right, however, to assert in good faith any and all defenses available to it in any proceedings before the Arkansas State Claims Commission or any other forum.

Nothing herein shall be interpreted or construed to waive the sovereign immunity of UCA.”

(3) *“The University of Central Arkansas does not have any form of general liability insurance. It does have liability insurance coverage on vehicles, as well as certain professional liability coverage for clinical programs (and students assigned through those programs). Please contact the university department with responsibility for the program involved or the Office of General Counsel, if you have questions concerning insurance coverage.”*

Notice to Other Persons and Entities: The responsible employee of the University, the Office of Purchasing and all University departments shall ensure that all persons or entities dealing with the University on any contracts shall be made aware of this policy and all of the provisions hereof.

Personnel Actions: No contract or decision to hire a person for employment at UCA shall be official until signed by the President. Furthermore, no offer of employment shall be deemed to be valid and binding on the University until approved by the President. Salaries of appointed personnel shall not be paid unless the personnel action forms have been completed.

Effective Date: This policy is effective from and after July 1, 2009.

“Smoking and Tobacco Use” – Board Policy No. 519

At the last session of the Arkansas General Assembly, the Legislature adopted the “Clean Air on Campus Act of 2009” requiring all public institutions of higher education in the State of Arkansas to be smoke-free no later than August 1, 2010. The administration is bringing this agenda item before you now, so that it may begin the transition to becoming a smoke free-campus by the required deadline. The proposed policy presented to you provides that UCA will become smoke free on July 1, 2010.

The following resolution was unanimously adopted upon motion by Kay Hinkle with a second by Patricia Bassett:

“BE IT RESOLVED: That the Board of Trustees approves the following changes to Board Policy No. 519, ‘Smoking and tobacco-use Policy’.”

~~4. Smoking and the use of tobacco products is permitted in outdoor areas, but smoking shall be permitted only at a distance of greater than twenty five (25) feet from any entrance to a building or other structure. Any person smoking or using tobacco products in permitted areas under this policy shall make sure that any unused products are properly disposed of after use.~~

~~5. No advertising, sale, or distribution of free samples of tobacco products shall be permitted on the university campus~~

“FEES – MANDATORY ALL STUDENTS – BOARD POLICY NO. 630

The administration would like to set a flat rate for summer school for undergraduate students. This requires an amendment to Board Policy No. 630.

The administration proposes establishing a flat rate for summer school equal to the in-state tuition rate for the fall and spring terms. Out-of-state tuition would not be charged. Only fees currently designated to be charged in the summer would be assessed during the summer terms.

The following resolution was unanimously adopted upon motion by Scott Roussel with a second by Kay Hinkle:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING CHANGES TO BOARD POLICY NO. 630 ‘FEES – MANDATORY ALL STUDENTS’:”

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 05/09), 11/09

**GENERAL REGISTRATION AND OTHER MANDATORY FEES
UNDERGRADUATE
2009-10**

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	\$173.50
Athletics	14.00

Out-of-State (in addition to above fees) **\$161.00 per hour** (Notes 5A&B)

Explanatory Notes:

	<u>Fall/Spring</u>	<u>Interession</u>	<u>Summer I & II — 10 week</u>
Note 1- Health Services	\$65.00	\$32.50	\$32.50 — \$65.00
Note 2- SAB (student events)	\$ 8.00	-0-	\$ 1.50 — \$ 3.00
Note 3- Student Activity (student government)	\$15.50	\$ 3.50	\$ 3.50 — \$ 3.50

Note 4 - Charged fall and spring semesters only.

Note 5A - Beginning with the fall 2006 semester, newly-enrolled undergraduate students will be charged for each credit hour for general registration and out-of-state fees with no maximum charge. All other hourly-rate fees will continue to be calculated on a maximum of 15-credit hours per semester. Out-of-state fees are waived for undergraduate students residing in university housing beginning with the fall 2007 semester.

Note 5B - Beginning with the fall 2008 semester, all undergraduate students will be charged for each credit hour for general registration and out-of-state fees with no maximum charge. All other hourly-rate fees will continue to be calculated on a maximum of 15-credit hours per semester.

Note 6 - Beginning with the fall 2009 semester, all students will be charged a per semester fee of \$27.00 for each fall/spring semester. ~~and \$15.00 for the summer term.~~

**GENERAL REGISTRATION AND OTHER MANDATORY FEES
GRADUATE
2009-10**

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

Per-Hour Fees

General Registration	\$214.00
Athletic	14.00
Facilities	9.00
Fine/Performing Arts	2.00
HPER (Health, Phys. Ed., Recreation Ctr.)	4.00
Student Center	4.00
Technology	<u>7.50</u>

Total Per-Hour Fees **\$254.50**

Per-Semester/Term Fees

Access and Security (Note 5)	\$27.00
Health Services (Note 1)	\$65.00
Publication (Note 4)	6.00
Radio Station (Note 4)	5.00
SAB (Student Activity Board) (Note 2)	8.00
Student Activity (Note 3)	<u>15.50</u>

Total Per-Semester/Term Fees **\$126.50**

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

Explanatory Notes:

Fall/Spring Intersession Summer I & II 10-Week

“Fees – Academic Outreach and Extended Programs” – Board Policy No. 631

Board Policy No. 631 is in need of the following minor modifications:

to clarify that certain fees are not applicable to Study Abroad programs administered by the Division of International Affairs;

to incorporate the provisions of Board Policy No. 648 into this policy; and

to make other minor wording adjustments.

The following resolution was unanimously adopted upon motion by Scott Roussel with a second by Kay Hinkle:

“BE IT RESOLVED: That the Board of Trustees approves the following changes to Board Policy No. 631, ‘Fees – Academic Outreach and Extended Programs’.”

**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy Number: 631

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Subject: Fees – Academic Outreach and Extended Programs

8/89, 4/90, 4/92, 3/93, 3/94 5/95, 8/96, 8/97, 2/00,
8/00, 05/01, 8/01, 3/02, 11/02, 2/04, 5/05, 5/06,

Date Adopted: 12/75 Revised: 8/06, 05/08, 11/09

1. Off-Campus Credit Classes

Except as provided for in section 5 of this policy, students enrolling in off-campus credit classes offered through the Division of Academic Outreach will pay the general registration fee, facility fee, ~~and~~ technology fee, access and security fee, and health services fee based on the current Board approved rates for regularly enrolled students as provided for in Board Policy No. 630; and, as applicable, college-specific fees as provided for in Board Policy No. 639. In addition to the fees listed above, students enrolling in off-campus credit classes offered through Academic

4. On-Line Instruction Fee

Students enrolling in on-line courses will pay a technology fee of \$25.00 per semester credit hour. This on-line instruction fee is in addition to any general registration or other mandatory course fees.

5. ~~Off-Campus and On-Campus Credit Classes~~

~~If a student is enrolled in off-campus or on-campus undergraduate Academic Outreach classes, these hours are included in the calculation to determine the maximum charge. Students enrolled in health sciences classes offered through Academic Outreach, either on-campus or off-campus, will pay the same per credit hour health sciences course fee as students who are enrolled in regular on-campus health science classes as provided for in Board Policy No. 639.~~

5. Grant-Funded and Institute Classes

Students enrolled in grant-funded classes and classes connected with institutes offered through Academic Outreach will pay only the general registration fee or other fee(s) required to meet funding criteria.

6. Contract Training and Not-For-Credit Service Fees

The administration is ~~responsible for establishing~~ **authorized to establish** fees and charges for contract training and not-for-credit events and services that the Division of Academic Outreach originates and sponsors.

7. Late Payment on External Contracts

The Division of Academic Outreach ~~and~~ may impose a ten percent late payment fee on contracts with external agencies, groups, or individuals that fail to pay their bills within thirty days of the date of billing.

8. Alumni Association Discount

UCA Alumni Association members enrolling in non-credit courses originated by Academic Outreach will receive a 40% discount.

“Fees – Academic Outreach Support” – Board Policy No. 648

With the approval of the previous agenda item, the provisions of Board Policy No. 648 have been incorporated into Board Policy No. 631. Board Policy No. 648 is no longer needed and the administration requests that it be deleted from Board policy.

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

“BE IT RESOLVED: That the Board of Trustees approves the deletion of Board Policy No. 648, ‘Fees – Academic Outreach Support’.”

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