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The Board of Trustees of the University of Central Arkansas convened in regular meeting at 2:00 p.m. Friday, May 6, 2011, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present

Chair:	Mr. Scott Roussel
Vice Chair:	Mr. Bobby Reynolds
Secretary:	Mr. Victor Green
	Mr. Rush Harding

Mr. Randy Sims arrived during the speeches by the senate presidents.

### MINUTES

Mr. Victor Green asked that the minutes of the February 25, 2011 meeting be amended to include his appointment to the Advancement and Government/University Relations Committee. The minutes of the February 25, 2011, meeting were unanimously approved with this correction upon a motion and second.

### STATEMENTS FROM THE PRESIDENTS OF THE FACULTY SENATE, STAFF SENATE, STUDENT GOVERNMENT ASSOCIATION AND ALUMNI BOARD

The following are Dr. Lynn Burley's comments, President, Faculty Senate:

Mr. Roussel, distinguished members of the Board, President Meadors--

Thank you for this opportunity to update everyone here on Faculty Senate issues, accomplishments, and hopes and dreams. I stood before this body last August and listed my resolutions for this past year. Looking back, it has really been a good year, and I have no doubt the changes that were made a few years ago when Kurt Boniecki was Faculty Senate President and Tom Courtway was interim President will continue to shape UCA into an exciting and wonderful place to work.

One of my resolutions was to find ways to further communication between administration and faculty, between committees and faculty, and between committees and administration. In all these areas, we have done better. The Faculty Senate wishes to thank President Meadors for coming to almost all of our meetings this year. He gave us updates on what was happening around campus, and he was willing to take questions from the Senators. For faculty to have that kind of access to the President is, I think, invaluable. There were many rumors flying around last fall about the faculty raises—if we would get them, when we would get them, how we would get them and how much they would be—but I think because President Meadors was able to keep us informed every two weeks or so on what was happening, the rumors didn't take hold, faculty knew where they stood, and the transition into a retroactive raise went smoothly. I hope it goes just as smoothly when faculty stop receiving that retroactive pay this August.

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The following remarks were made by Mrs. Anne Wallace Crighton, President, Alumni Association Board:

Chairman Roussel, members of the Board of Trustees, President Meadors, thank you for allowing me to address you today, I'm Anne Wallace Crighton.

As I am nearing the end of my third term as President of the UCA Alumni Association Board of Directors, I wanted to take this opportunity to speak about the positive changes that I have had the pleasure to be a part of and to witness.

Several significant events have occurred that have brought this university back to the standing it so richly deserves. I served on the search committee for the new president and was so proud to offer several top-notch candidates to you as the Board, and I was even more proud that you selected Allen Meadors as our new president. And Dr. Meadors has certainly proved his worth.

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**The University of Central Arkansas**

**Strategic Plan—Approved by SPARC 4/01/11**

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At the beginning of the 2010 Spring semester, acting on a directive from President Allen Meadors, the University of Central Arkansas initiated work on a Strategic Plan to guide the University over the next three to five years. The first stages of this process were the appointment of the members of a Strategic Planning and Resources Council (SPARC) and four related task forces (see Appendix for membership lists), followed by a series of introductory meetings of these groups facilitated by Dr. David McFarland, of Penson Associates, who served as consultant throughout the development of the Plan. During the rest of the Spring semester and into the Summer, these committees, soliciting input from the entire University

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- **The Vision Statement** expresses UCA's aspirations for the future.
- **The Core Values Statement** asserts the University community's institutional and e2 (y's) -0.2 ITf [ 24

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*Demographic Forces*

- Composition of potential incoming student body—traditional, nontraditional (including returning veterans); transfer; African American, Hispanic, international; first-

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## Planning Assumptions

### *Administrative Assumptions*

A. UCA must adapt to flat or declining state funding for its operation and infrastructure even as demands increase in many areas:

- The need for classrooms, laboratories, office space, research space, and student services will increase.
- The demand for student services will increase.
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### *Academic Development and Programs*

UCA will continue to be a premiere undergraduate institution with a strong emphasis on learning, teaching, and scholarly endeavors; and a high-quality graduate institution within selected fields. Therefore:

- Demand for a variety of instructional delivery models will continue.
- Demand for an experiential learning environment (student research, internships, study abroad, service learning, etc.) will increase.
- Academic programs will emphasize multicultural proficiency, global perspectives, and technological fluency.
- Demand for tenure-track faculty and more diverse faculty will increase.
- Demand for more academic resources (technology, professional development, research and travel support) will increase.
- Assurances of student learning (program and course assessment, general education assessment, accreditation requirements) will be a priority.
- Academic programs must be responsive to workforce demands.
- Aligning academic initiatives, goals, and values with our structures must be a priority.

### *Institutional*

UCA will continue to play an important economic, educational, and cultural role in the local, regional, and state

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- Public events and performances will continue to raise the profile of UCA.
- Division I athletics will provide UCA with greater recognition and exposure.

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### **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.

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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 non-profit 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.

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:**

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## **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.

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## **Proposed Strategic Initiatives**

**Approved by SPARC 2/24/11**

As noted above, SPARC and various other university bodies, acting on information gathered from a year of meetings with the University community, have identified six primary goals for the University and a number of specific initiatives aimed at advancing each goal over the next three to five years. In the presentation of this material below, the initiatives themselves are in plain type, while possible measurable outcomes for each initiative are placed in italics for clear differentiation. In approving these goals and initiatives, SPARC recognizes that implementing the initiatives—that is, turning the Strategic Plan into an Operational Plan—will require work by the University’s executive staff, deans, department chairs, and other supervisory personnel to assign oversight responsibilities, to develop final prioritization and define specific outcomes in light of funding requirements, and to establish a timeline comprising feasible deadlines for all initiatives.

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- Ensure that all units continue to share information in comprehensive and readily accessible ways—up and down the University’s administrative chain and also laterally (i.e., across departments and colleges and other units), thereby fostering a campus-wide sense of trust, shared purpose, and high morale.

*Achievement of these initiatives might be measured through faculty-staff surveys, annual reports from Faculty and Staff Senates and SGA on state of shared governance and state of flow of information.*

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*may require increases in faculty release time, stipends, and professional development opportunities; greater recognition across campus that faculty who undertake significant assessment responsibilities should be credited for that work on annual performance evaluations; improvements in making institutional research data accessible in ways that individual colleges and departments can use to assess themselves, which may require additional personnel and possible reorganization in Institutional Research and Planning.*

2. Foster life-long learning by providing faculty and staff with ongoing professional growth opportunities, which require adequate, reliable resources for professional training and participation in conferences and other scholarly meetings.

*Measurable goals might be incremental, fiscally feasible increases in budgets for professional*



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*Achievement of this initiative may necessitate establishing roll-over accounts in individual units to facilitate the purchase of more costly capital equipment items. Another measurable goal might be the gradual integration of campus technology, as individual contracts expire, so that we aren't using so many different, sometimes incompatible systems: Banner, Blackboard, Groupwise, Cub mail, etc. (Many groups recommend a switch from GroupWise and Cub email systems to more common and reliable Gmail.)*

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1. Serve the public and UCA's students by partnering with schools, businesses, industries, foundations, and government agencies in enhancing awareness, knowledge, understanding, and application of relevant disciplines.

*Measurable goals would be increases in such partnerships, including student internships and other forms of service-learning opportunities, which might require increased reassigned time in faculty and staff schedules to allow greater pursuit of engagement prospects. Other goals might include department- or college-level assessments of graduates' job placement, career development, and enrollment in post-graduate professional programs; establishment of systems to honor external partners for their participation.*

2. Strengthen communication, coordination, and prioritization of fundraising efforts and needs across campus.

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*(Such development appointments might initially be half-time, with ultimate goal of having these officers bring in their own salaries.)*

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Increase gender and racial diversity as highest priorities, but seek also socioeconomic, ethnic, linguistic, cognitive, intellectual, and age diversity in student, staff, and faculty populations.

*Measurable goals would be percentage increases in various categories, attainment of which might require the appointment of an Assistant to the President for Diversity and Inclusiveness and the creation of a budget for secretarial and M&O support for that office.*

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## Appendix—Rosters of SPARC and Related Task Forces

### Strategic Planning and Resources Council:

Chair	Michael Schaefer
Communications Chair	Venita Jenkins
Recording Secretary	Carol Daves
Coordinator	Carl Frederickson
University President	Allen Meadors
Provost	Lance Grahn
Faculty Senate	John Parrack
Faculty Senate	Lynn Burley
Faculty (CLA)	Clay Arnold
Faculty (COE)	Tammy Benson
Faculty (Unaffiliated)	Jimmy Bryant
Faculty (CNSM)	Patrick Desrochers
Faculty (CHBS)	Art Gillaspay
Faculty (COB)	Victor Puleo
Faculty (CFAC)	Bruce Hutchison
Staff (Professional)	Larry Burns
Staff (Custodial)	Dan Gortney
Staff (Secretarial)	Kathy Felkins
Dean	Neil Hattlestad
Director	Gary Roberts
Director	Larry James
Athletic Director	



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VP Univ & Govt Relns	Jeff Pitchford
Board of Trustees	Bobby Reynolds
Student (SGA)	Meghan Thompson
Student (SGA)	Cody Wilson
Student (SGA)	John Welter
Community	Bob McCormack

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**Core Ideas Task Force (Mission, Vision, Values):**

Co-Chair	Brad Teague
Co-Chair	Tammy Benson
At-Large	Larry James
Faculty	Bill Lammers
Faculty	Jennifer Deering
Staff	Judy Corcoran

**Planning Assumptions Task Force:**

Co-Chair	Lance Grahn
Co-Chair	Art Gillaspay
At-Large	Gary Roberts
Faculty	Kim Hoffman
Faculty	Rahul Mehta
Staff	Lindsay Grifford

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**Institutional Distinctiveness Task Force:**

Co-Chair	Shelley Mehl
Co-Chair	Jimmy Bryant
At-Large	Rollin Potter
Faculty	Kevin Browne
Faculty	David Kim
Staff	Cheryl Lyons

**Driving Forces Task Force:**

Co-Chair	Diane Newton
Co-Chair	Pat Desrochers
At-Large	Timothy Atkinson
Faculty	Patrick Carmack
Faculty	Lisa Christman
Staff	Marvin Williams

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- IV.A. Section Heading, **Tenable Ranks**, added. Modification to existing text moved from another area. Subsection 1. Assistant Professor, new paragraph added to clarify terms of hiring prior to completion of doctoral degree. Subsection 2. Associate Professor, and Subsection 3. Professor, text moved from another section with no modification.
- IV.B. Section Heading, **Non-Tenable Ranks---Continuing Faculty**, added for clarification of section. Subsection 1. Instructor, deleted redundant text. Subsection 2. Lecturer/Clinical Instructor/Laboratory Instructor I, text moved from another section with minor modification. Subsection 3. Lecturer/Clinical Instructor/Laboratory Instructor II, modifications to existing text for clarity. Subsection 4. **Senior Lecturer/Senior Clinical Instructor/Senior Laboratory Instructor** new rank added, new descriptive text added.
- IV.C. Section Heading, **Non-Tenable Ranks---Non-continuing Faculty**, clarification of category added. Subsection 1. **Visiting Lecturer**, new heading and new descriptive text added. Subsection 2.

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some revisions for clarity; subsection added 3. **Allegation of Violation of Academic Freedom**, text moved from another location; subsection added 4. **Limited Appeal to Ensure Proper Procedure Followed**, text moved and modified for clarity.

- X.B. New section number, **Termination of Faculty Members in Cases of Financial Exigency or Phasing Out of Program**, no change in text, subsection renumbered for consistency.
- X.C. New section number, title change, **Procedures for the Termination of Tenured Faculty For Cause**, no substantive revision to text.

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newly established BA program in Creative Writing. It is expected that the proposed graduate program and its courses will generate similar student support.

The foremost purpose of the MFA degree in Creative Writing at UCA is to prepare creative writers for fulfilling careers, while recognizing the realities that govern employment throughout the country. The Department of Writing and College of Fine Arts and Communication hope to see these graduates go on to become engaged writers and artists in their communities. Some of these individuals will gravitate into teaching and editing jobs, and it is expected that some will move into a diverse array of other professions – areas such as journalism, theater, technology, management, and many other fields in which a mastery of creative literacy is in demand.

### **Curriculum Summary**

The Creative Writing MFA is a 60-hour studio program. In addition to meeting requirements for admission to the UCA Graduate School, admission to the MFA in Creative Writing is based on review of a required statement of purpose, a significant portfolio of creative written work, and appropriate undergraduate coursework.

The program requires 24 hours of core coursework, 21 hours of mandatory coursework (including 9 credits of thesis work), and 15 hours of electives from approved course lists. Students satisfy the 24-hour core coursework requirement by choosing 6 hours of advanced forms and theory courses, 9 hours of workshops, 6 hours of special topics courses, and 3 hours of directed studies and/or internship courses. For mandatory coursework, the student completes 12 hours of required coursework and 9 hours of thesis research in order to graduate. The 15 hours of required electives may include workshops and special topics courses. (1) 2 (nd ) -223.7 hdua(1) 2 (nd )hdveilnd iaend l-76.8 (i) 02 (nd ) -223.

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All appropriate university councils and administrators have recommended approval of the MFA program in Creative Writing.

The following resolution was unanimously adopted upon motion by Victor Green with a second by Harold Chakales:

**“BE IT RESOLVED: that the Board of Trustees hereby approves the Master of Fine Arts degree program in Creative Writing.”**

**Healthcare Education Facility (Nursing Venture) with Conway Regional Medical Center, Inc.** - At the Board meeting held on February 25, 2011, the Board adopted a resolution which affirmed the use of University property on Western Avenue and College Avenue for the construction of a proposed healthcare education facility. The purpose of the facility, when constructed, will be to house the UCA Department of Nursing and offices and outreach services of Conway Regional Medical Center, Inc. d/b/a Conway Regional Health System (“Conway Regional”).

Since the February meeting, discussions have taken place between representatives of the University and Conway Regional concerning the structure of the arrangement and other matters involved in the establishment of an entity to raise money for, and thereafter construct and operate the healthcare education facility.

A Memorandum of Understanding between the University and Conway Regional has been prepared and is attached for your review and consideration. The highlights of the MOU are as follows:

1. **Formation of Non-profit corporation:** The University and Conway Regional would form an Arkansas Non-profit corporation. It would be known as the “UCA/CRHS Healthcare Education Foundation, Inc. It would be a “public benefit” corporation under Arkansas law.

The corporation would be organized and will exist solely to (a) solicit funds for, and engage in, the construction and equipping of a healthcare education facility (“facility”), (b) solicit funds for the on-going operation of the facility, (c) operate the

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account, and then apply for 501 (c) (3) status as an "exempt organization" with the Internal Revenue Service, as an entity formed and operated solely for educational, charitable and scientific purposes.

3. **Fundraising:** Fundraising will then be performed by the respective foundations (as well as the new non-profit corporation) and the funds then segregated into the non-profit's bank account. One advantage of using the non-profit facilities foundation would be that if at some future date pledges (a) were not paid, or (b) were enough where the respective boards were ready to commence construction, but additional funds were needed, then the Conway Public Facilities Board could issue bonds, loan the money to the non-profit corporation to construct the building. Then, once constructed, the building will be leased by the non-profit (as lessor) to the University and Conway Regional. The rent payments under this scenario would be enough to pay the debt service, insurance and other matters.
  
4. **Ground Lease:**



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(d) May 2011 -

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**MEMORANDUM OF UNDERSTANDING**

UNIVERSITY OF CENTRAL ARKANSAS

and

CONWAY REGIONAL MEDICAL CENTER, INC.

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This Memorandum of Understanding (“**Agreement**”) entered into on the date set forth below between the University of Central Arkansas (“**University**”), an institution of higher education in the State of Arkansas and Conway Regional Medical Center, Inc. d/b/a Conway Regional Health System (“**Conway Regional**”), a 501(c) (3) organization operating a comprehensive healthcare deliver, (nt) 0.2 (e) 0.2 (r, Inc) 0.2 (. d/)0.2 (b/) 0.2 Conweel

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WHEREAS, after discussing the healthcare education facility, the parties have determined that the facility could be constructed on property owned by the University at the corner of Western Avenue and College Avenue in Conway, Arkansas, adjacent to the campus of Conway Regional;

WHEREAS, at a meeting held on February 25, 2011, the Board of Trustees of the University adopted a resolution affirming the use of such property for the construction of the healthcare education facility; and

WHEREAS, he us cnd

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5. Not later than September 1, 2011, the parties agree to have the matters in paragraphs 1-4 of this MOU completed. They then agree that a ground lease for the property at the corner of Western Avenue and College Avenue shall be prepared and such lease shall provide for a term of not less than fifty (50) years, with a fifty-year renewal option in favor of the non-profit corporation. Under the terms of the ground lease, the University would be the lessor, and the non-profit corporation the lessee. The rent shall be negotiated between the lessor and lessee, but shall be consistent with similar rents charged or agreed to previously by the University for ground leases, taking into account the educational mission of the facility and the fact that University's staff, faculty and students will be utilizing the facility. In addition, however, the ground lease shall provide that if the construction of the facility is not commenced by January 1, 2015, then the lease shall be cancelled and be of no force or effect. The ground lease shall not be effective until approved by the Arkansas Building Authority. Provided,

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Allen C. Meadors, Ph.D., FACHE  
President  
University of Central Arkansas

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Scott Roussel, Chair  
Board of Trustees  
University of Central Arkansas

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James Lambert  
President and Chief Executive Officer  
Conway Regional Medical Center, Inc.

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Jack Engelkes, Chair  
Board of Directors  
Conway Regional Medical Center, Inc.

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**“Contract Review Procedures” (Board Policy No. 416)** - Pursuant to Board Policy No. 416, “Contract Review Procedures,” the administration must seek Board approval for (i) Any contract which will require the expenditure by the University of funds (at anytime) in excess of \$250,000; or (ii) Any contract with a term exceeding one (1) year, unless the Office of General Counsel certifies, in writing, that the contract may be terminated by the University on the giving of written notice of ninety (90) days or less.

The administration is seeking Board approval for the following contracts:

- University of Central Arkansas (Lessor) and Verizon Wireless (Lessee)
- UCA Foundation and University of Central Arkansas (Bear Hall – Fifth floor)
- Strange Family Farms, LLC (“Lessor”) and the University of Central Arkansas (“Lessee”)
- University of Central Arkansas and P.E. Systems, LLC
- Various other contracts - list is attached (handout)

The following resolution was unanimously adopted upon motion by Victor Green with a second by Bobby Reynolds. Randy Sims and Rush Harding recused from voting.

**“BE IT RESOLVED: That the Board of Trustees authorizes the administration to enter into contracts with the companies listed above.”**

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**UNIVERSITY OF CENTRAL ARKANSAS**

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( #41 )  
(Contract for more than One Year)

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**SUMMARY**

1. Parties: University of Central Arkansas (as Lessor) and Verizon Wireless (as Lessee).

2. Background and Purpose: This is an amendment to, and extension of, an existing Master Lease Agreement which was signed in 2004 as part of the University's agreement with IBM. Under those arrangements, the University has a "third party neutral hosting system" on campus for wireless carriers. The system provides enhanced cellular phone service to the campus and also generates lease income for the University.

Alltel was one of the companies who was a party to the third party neutral hosting system. It built equipment on the ground (base station) adjacent to Ida Waldran Auditorium, has run coax cable up the side of Old Main, and has installed antennas on the roof of the building. Under the original lease, the term was for five years, with four five-year renewal terms (a total of 25 years), and the University receives \$2,500 per month in rent.

Verizon (the successor to Alltel) would like to expand the lines of cable at the base station and going up the side of the building, and would also like to install three additional antennas on the existing sleds on the roof. The rent would increase to \$3,338.30 per month, and on each five-year anniversary date, the rent would be increased ten percent over the previous rent.

This lease, if approved by the Board of Trustees, must also be approved by the Arkansas Building Authority.

3. Term: Verizon has a proposed a new lease of five years, with four five-year renewal terms (again, for a total of 25 years).

4. University Funds to be paid: No University funds required.

5. Public Bid/Other Approvals: This contract does not have to be bid under state law. It does require the approval of the Arkansas Building Authority.

6. Special Provisions/Terms/Conditions: None.

7. Approval/Notification to UCA Foundation: None required.

Form prepared by: Tom Courtway, General Counsel

Date: April 8, 2011.





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Arkansas Building Authority  
STATE OF ARKANSAS  
COUNTY OF PULASKI  
Standard Lease Form 1  
Approved by Attorney General  
August 2008

Lease Term: 08/01/12 to 07/31/22  
Annual Rent: \$  
Square Feet:      Rate: \$  
Type: NEW  
Worked By: Anne W. Laidlaw

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3. RENT:

The LESSEE agrees to pay \$\_\_\_\_\_ per annum, upon invoice from the LESSOR, apportionable on a daily basis at \$\_\_\_\_\_, such amount to be paid to LESSOR at: Buffalo

Alumni Hall, University of Central Arkansas, Conway, AR 72035. The annual rent may be paid

in one or more installments which shall be at the discretion of the LESSEE.

4. UTILITIES AND SERVICES:





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(c) LESSEE agree to maintain a policy of public liability insurance in an amount not less than five (5) million dollars per occurrence covering the leased PREMISES and common areas inside the building providing access to the fifth floor, and name the LESSOR as an additional insured.

(d) LESSOR shall contract for the design, planning, construction and equipping of twelve (12) skybox suites and other related improvements on the fifth floor, as approved by LESSEE through architectural construction documents.

(e) The parties agree that notwithstanding any other provisions of this Agreement, the LESSOR shall have the right to use and occupy one (1) skybox suite for a period of fifteen (15) years commencing on July 1, 2012 for the lump sum payment of \$200,000. Upon the expiration of the initial term of the Lease, the LESSOR shall be entitled to use and occupancy of one (1) skybox suite on a year-to-year basis at a rent to be agreed upon by the parties prior to the beginning of each new fiscal year.

#### 11. MISCELLANEOUS:

(a) The Lease and any modifications or amendments to it will not be valid without the written approval of ABA.

(b) This Lease shall benefit and bind the parties hereto and their heirs, personal representatives, successors and assigns.

(c) The LESSEE may terminate this Lease by written notice from ABA to LESSOR upon the taking by eminent domain of any part of the PREMISES. This provision does not prevent the LESSEE from claiming or recovering from the condemning authority the value of LESSEE'S leasehold interests.

(d) Nothing in this Lease shall be construed to waive the sovereign immunity of the STATE OF ARKANSAS or any entities thereof.

(e) This Lease contains the entire agreement of the parties.

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UNIVERSITY OF CENTRAL ARKANSAS

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( #41 )

Contract with a term of more than one year

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**SUMMARY**

1. Parties: Strange Family Farms, LLC (“Lessor”) and the University of Central Arkansas (“Lessee”).

2. Purpose/Background: Renewal and modification of Lease Agreement for two-story building on the corner of Caldwell and Locust Streets in downtown Conway. The University first leased this property in 2004 and the lease was renewed in 2008 for an additional period. The current lease expires on June 30, 2011.

Since the fall of 2004, the property has been used for student housing. The current year’s rent is \$132,000.

3. Goods/Services to be Purchased: This is a lease of real property.

Beginning with the new lease term, the second floor of the building will continue to be used by the UCA Housing Department for student housing.

The first floor will no longer be used for student housing, but will be used by the Community Development Institute (now housed in Brewer-Hegeman Conference Center) and The *Oxford American* magazine (now housed in Old Main).

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In addition, a building adjacent to the property (the “Legion Hut”) will be demolished and a parking lot constructed for use by the University and its guests. Signage will be placed on the exterior of the building indicating it is a UCA building.

4. Term: The term of the proposed lease is five (5) years, commencing July 1, 2011. In addition, the University would have the option to renew on an annual basis thereafter for an additional five (5) years.

5. University Funds to be Paid/Rent: The rent will be \$100,000 per year, with the rent allocated among the housing department and the academic units occupying the building, as agreed upon by the appropriate university officials.

6. Public Bid/Purchasing Approval: No bid or purchasing requirements involved.

7. Special Provisions/Terms/Conditions: In addition to the approval of the UCA Board of Trustees, the lease requires the approval of the Arkansas Building Authority. Officials of the agency are drafting the renewal of the lease agreement.

8. Approval/Notification to UCA Foundation: None required.

Form prepared by: Tom Courtway, General Counsel

Date: April 20, 2011.





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**Property Exchange with HDR Properties, LLC** - This matter has been before the Board previously. It involves a proposed exchange of real property between the University and HDR Properties, LLC, an Arkansas limited liability company, plus an additional sum of cash to be paid by HDR to the University at closing.

At the May 7, 2010, Board meeting this matter was considered and approved as a proposed property exchange agreement between the University and HDR. Under the exchange agreement, the softball house and 4.76 acres owned by the University on the east side of Donaghey Avenue were to be exchanged for four houses HDR owns (three on Western Avenue and one on Augusta Avenue). In addition, HDR was to pay the sum of \$720,000 in cash at closing. (The cash payment was reduced by resolution of the Board of Trustees, when a survey of the University property established that it was 4.76 acres.)

The closing was to have occurred on or before July 1, 2010, but HDR was given the right to extend the closing until September 1, 2010, if it needed additional time to arrange financing. HDR exercised that right to extend the closing date until September 1, 2010. HDR then requested and received (by action of the Board) an extension until November 1, 2010. \_\_\_\_\_

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The reason the matter is before the Board again is due to a request by HDR to enter into a new contract on the same terms and conditions as the one that existed in 2010 with one modification. A copy of the proposed exchange agreement is attached as exhibit to this write-up.

The change is that the University has now insisted on an earnest money deposit of \$20,000, to be paid to a title company by 12:00 noon on Tuesday, May 10, 2011, if the Board approves a new agreement. In the event the transaction does not close by June 15, 2011, then the University would receive the \$20,000 as liquidated damages. If the transaction does close by June 15, 2010, the amount would either be returned to HDR or would be credited toward the \$700,000 HDR would owe the University at closing.

The following resolution was unanimously adopted upon motion by Kay Hinkle with a second by Bobby Reynolds:

**“BE IT RESOLVED: That the Board of Trustees authorizes the University to enter into an Exchange Agreement with HDR Properties, LLC, to (a) transfer to HDR the 4.76 acres with a street address of 530 South Donaghey, (b) receive in exchange therefore three houses on Western (410, 418 and 430 Western) and one house on Augusta (419 Augusta), and \$700,000 in cash at closing, (c) provide that HDR must pay to a closing agent approved by**

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**Request for Provisional Positions** - The State, 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 24 additional positions.



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- Create buildings that are cost effective, habitable, safe, and productive.

State owned buildings and buildings owned by state institutions of higher education can be improved by establishing specific performance criteria and goals for sustainable, energy-efficient public buildings that are based on recognized, consensual standards with a scientifically proven basis and a history of successful performance. Act 1494 mandates standards exceeding the existing state energy code and plumbing code to reduce utility consumption for projects involving major renovations or new construction in state owned buildings. Act 1494 calls for specifically named institutions rds e.2 (duc) 0.2 (a) 0.2 0.2 (a) 0.2 0.2 50 0 0Tm /TT7.4 (e.2 (duc) 0.2 (o) -10

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**Justification:**

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**“Division of Outreach and Community Engagement” (Board Policy No. 631)** - The administration proposes the following changes to Board Policy 631:

**Name Corrections:** Change from the Division of Academic Outreach and Extended Programs to the Division of Outreach and Community Engagement.

**Justification:** The changes in this policy simply reflect previously approved name change to the division.

**Fee Structure Change:**

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**University of Central Arkansas**  
**Board Policy**

**Policy Number:**     631    

**Subject:** Fees - ~~Academic Outreach and Extended Programs~~ **Division of Outreach and Community Engagement**

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,

**Adoption Date:** 12/75      **Revision Date:** 8/06, 5/08, 11/09, 5/10

**1. ~~Off-Campus~~ Credit Classes**

Except as provided in section 5 of this policy, students enrolling in off-campus credit classes offered through the Division of ~~Academic Outreach~~ **Outreach and Community Engagement** will





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**“Honors College Participation Fee” (Board Policy No. 651)** - The administration proposes the following changes to Board Policy 651:

**Honors College Participation Fee:** \$10 per semester increase.

**Justification:** The Honors College Participation Fee helps finance co-curricular activities designed to enhance the Honors College experience and is paid only by Honors College students. Although costs have risen to provide these activities, the fee has not increased in seven years. This increase will help the Honors College continue to provide educational experiences to some of our brightest students.

The following resolution was unanimously adopted upon motion by Rush Harding with a second by Randy Sims:

**“BE IT**

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UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy Number: 651

Page 1 of 1

Subject: Fees - Honors College Participation Fee

Date Adopted: 5/04 Revised: 08/10, 05/11

~~2004 – 2005 (per semester)~~

Seniors \$ 20.00

Juniors \$ 20.00

Sophomores \$ 50.00

Freshmen \$100.00

~~2005 – 2006 (per semester)~~

Seniors \$ 20.00

Juniors \$ 50.00

Sophomores \$100.00

Freshmen \$100.00

~~2006 – 2007 (per semester)~~

Seniors \$ 50.00

Juniors \$100.00

Sophomores \$100.00

Freshmen \$100.00

~~Fall 2007 and Future (per semester)~~

Seniors \$100.00

Juniors \$100.00

Sophomores \$100.00

Freshmen \$100.00

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The Honors College Participation fee is set at \$110 per semester. This fee will not be covered by scholarship.

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**Exploration of Potential Property Disposition** - In 2000, the University of Central Arkansas issued bonds to construct a facility known as College Square Retirement Community. The facility is located at the corner of College Avenue and Farris Road and houses individuals 55 and older who are living independently. The balance remaining on the original \$8.1 million debt was refinanced in 2006 and has \$7.3 million outstanding with a maturity date of 2030.

The facility was operated by a third party management company until 2004, when the operation became part of the UCA Housing Office. There are 100 apartments, including one guest apartment, with a current occupancy rate of 96%. College Square has 97,411 interior square feet

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B. The State Appropriation budget represents 35.52% of the total budgeted revenue and is comprised of Revenue Stabilization Act (RSA) of \$52,561,560 and Educational Excellence Trust Fund (EETF) of \$4,241,423. RSA includes Category B money of \$589,185, all of which is budgeted in a contingency as this money may not materialize.

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Victor Green made a motion to give President Meadors a five year rolling contract and to increase his car allowance to \$1000 per month. The motion was seconded and passed unanimously.

There being no further business to come before the Board the meeting was adjourned upon motion by Rush Harding with a second by Victor Green.

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

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**Scott Roussel  
Chair**

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**Victor Green  
Secretary**

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