

The University of Central Arkansas Board of Trustees convened in a regularly scheduled meeting at 10:00 a.m., October 10, 2014, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present:

Chair: Ms. Kay Hinkle  
Vice Chair: Mr. Brad Lacy  
Secretary: Ms. Shelia Vaught  
Mr. Bunny Adcock  
Ms. Elizabeth Farris  
Mr. Victor Green  
Mr. Bobby Reynolds

### INTRODUCTIONS

President Courtway introduced the President's Leadership Fellows and Kelley Erstine, chief of staff. Shelley Mehl introduced Haley Fowler, director of annual giving, and Carolyn Ishee, major gifts officer.

### MINUTES

Minutes of the following board meetings were unanimously approved as submitted upon motion by Elizabeth Farris and second by Shelia Vaught:

- August 15, 2014; and
- September 16, 2014

### REPORTS

Ashley Ross, president of the Student Government Association, reported the goals set by SGA at its annual retreat.

Shelley Mehl, vice president of the UCA Foundation, gave a powerpoint presentation on fundraising efforts which is attached to the original minutes.

Dr. Graham Gillis, associate vice president of human resources, updated the board on health and dental insurance plans. The report is attached to the original minutes.

Diane Newton, vice president of finance and administration, gave a financial update, which included the financial report and a powerpoint presentation. Both are attached to the original minutes.

Bunny Adcock, chair of the Audit and Finance Committee, briefed the trustees on the audits that were reviewed and accepted by the committee.

### ACTION AGENDA



August 22, 2014



Robert and Julie Hill  
1516 Stanley Russ Road  
Conway, AR 72034

RE: OFFER & ACCEPTANCE – 212 Baridon Street, Conway, AR 72034

Dear Mr. and Mrs. Hill:

Subject to the satisfaction of all of the provisions and conditions hereinafter set forth, the Trustees of the University of Central Arkansas ("Buyer") offers to purchase from Robert and Julie Hill ("Sellers") the property described below for the sum of One Hundred Thousand Dollars (\$100,000), plus the Buyer's share of the closing costs.

The property located at 212 Baridon Street, Conway, Arkansas, 72034, is more particularly described as follows:

**The North 50 Feet of Lots 10 and 11, Block 70, Boulevard Addition to the City of Conway, Faulkner County, Arkansas, more particularly described as beginning at the Northwest corner of Block 70, Boulevard Addition and running North 10 feet; thence East 50 feet; thence South 10 feet; thence West 50 feet to the Northwest corner of Block 70, Boulevard Addition to the point of beginning, by Ordinance No. 0-07-69 filed for record in Faulkner County, Arkansas, Book #200, Page #10.**

The foregoing legal description shall be read in conjunction with a different legal description of the parties hereto, the legal description appearing on the survey, the intent of the parties being that the entire parcel owned by the Sellers is to be conveyed to the Buyer at closing.

The terms and conditions of this offer are:

1. The closing date will occur at a mutually acceptable date to be agreed upon by both parties, but shall not be later than 90 days after the date of this offer.
2. Buyer shall be entitled to a cash purchase price of \$100,000.
3. A policy of title insurance satisfactory to Buyer, to be issued by the Buyer's title company, shall be procured and paid for by Seller.
4. Sellers shall deliver at closing (a) a warranty deed in Arkansas form conveying the property to Buyer as of closing and (b) a copy of the deed to Buyer.

absolute title to the Property (and any improvements owned by Seller) free from all liens, claims or encumbrances of any kind with the exception of a mortgage being granted to "The Board of Trustees of the University of Central Arkansas" and (b) an assignment of any leases and all rents from the Property.

5. Any and all taxes or assessments on the Property for the current year, will be paid at closing. Sellers shall be responsible for all real property taxes for previous years.

6. Buyer and Sellers will share the cost of closing fees and document preparation. No revenue stamps shall be required due to an exemption under Arkansas law for conveyances by deed.

7. If any items on the Property shall be stored or situated on the Property, they shall be removed prior to closing.

8. Sellers represent and warrant to Buyer that Sellers, their heirs, assigns, agents, and no other person or entity has any form of ownership, possession, or right to use or occupy the Property, and further, that Sellers are in sole and exclusive possession of the Property, except for leases, copies of which have been delivered to representative of Buyer.

9. Sellers represent and warrant to Buyer that all taxes, liens, and other obligations owed on the Property, if any, are the responsibility of Sellers, and if existing will be satisfied and paid in full at, or prior to, closing.

10. Sellers represent and warrant to Buyer that there are no unrecorded rights-of-way, easements, roadway, utilities, or other encumbrances on the Property.

11. Sellers represent and warrant to Buyer that they have no interest in, or ownership of, the minerals conveyed, retained, or assigned, or from any other party concerning surface rights or ownership of the subject property, including but not limited to the following surface purposes:

Sellers represent and warrant to Buyer that there are no pending or threatened lawsuits, claims, or proceedings, either pending or threatened, which, if decided adversely to Sellers, would result in a claim or judgment against Sellers or the Property.

13. Sellers represent and warrant to Buyer that there are no unrecorded contracts of sale, options to purchase, or any other kind of agreement with any person or entity concerning the Property.

Robert and Julie Hill Offer  
August 22, 2014  
Page 3

14. Sellers shall bear all risk of loss to the Property and improvements thereon (if any) prior to closing.

15. If Buyer desires to have a survey of the Property performed prior to closing, Seller agrees to cooperate in having the survey completed. Any survey shall be at the expense of Buyer.

16. Sellers represent and warrant that to the best of Sellers' knowledge, no hazardous wastes or materials of any kind have been generated, produced or stored upon the Property, and that to the best of Sellers' knowledge, no such hazardous wastes exist today on the Property.

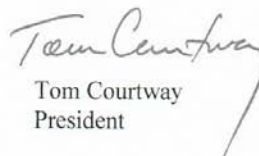
17. Sellers shall complete and deliver, prior to closing, the attached Disclosure Form, which will become part of the Offer. Any violation of any rule, regulation, or policy adopted pursuant to that order, shall be a material breach of the terms of the contract. Any contractors, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the Buyer.

18. Buyer's obligations under this agreement are expressly conditioned upon the prior approval of the Board of Trustees of the University of Central Arkansas. Buyer's obligations hereunder shall not be a valid and binding legal obligation of Buyer until approved by resolution duly adopted by the Board of Trustees of the University of Central Arkansas.

There are two originals enclosed. If the terms are agreeable to you, please sign and return to me, and retain one for your files and records. My address is: Warren Readnour, General Counsel, University of Central Arkansas, Wingo Hall 207, 201 Donaghey Avenue, Conway, AR 72035. If you have any questions, you may call Warren Readnour at 501-506-2607.

**This offer shall terminate and be of no effect unless accepted by Warren Readnour, General Counsel, by 4:30 P.M. Central Time on Friday, September 12, 2014.**

Sincerely,

  
Tom Courtway  
President

ACCE

The [REDACTED]  
[REDACTED] Spt.

Robert and [REDACTED] Hill

By: *Bobby Hill*

By: [REDACTED]

## Property Acquisition – 1919 South Boulevard, Conway, Arkansas

The Janice Nixon Spann Revocable Trust owns the house located at 1919 South Boulevard, Conway, Arkansas. The house is less than 1,500 square feet and is 65 years old, but the site area is 24,450 square feet. The property is in a prime location on South Boulevard in an area that the university needs to acquire for future development. The house was appraised for \$110,000 as of July 17, 2014.



University of  
Arkansas

PR

Janice Spann  
Janice Nixon Spann Revocable Trust  
4 Ironwood  
Conway, AR 72034

**RE: OFFER & ACCEPTANCE – 1919 South Boulevard, Conway, AR 72034**

Dear Mrs. Spann:

Subject to the satisfaction of all of the conditions set forth herein, the Board of Trustees of the University of Central Arkansas ("Buyer") offers to purchase from the Janice Nixon Spann Revocable Trust ("Sellers") the property described below for the sum of One Hundred Ten Thousand Dollars (\$110,000), plus the Buyer's share of the closing costs.

The property subject to this offer and acceptance is located in the following address: 1919 South Boulevard, Conway, Arkansas.

**Lots 1, 2 and 3, Block 75, Boulevard Addition to the City of Conway, Arkansas. Also, 10 feet of a closed 20 foot alley on the eastern border of Lot 3 and 10 feet of a closed 20 foot alley on the southern borders of Lots 1, 2**

The foregoing legal description shall be referred to as the "Property." In addition, the parties agree to modify the legal description to conform to the survey, the intent of the parties being that the entire parcel owned by the Sellers is to be conveyed to the Buyer at closing.

The terms and conditions of this offer to purchase are as follows:

1. The closing date will occur at a mutually acceptable date to be agreed upon by both parties, but shall occur no later than **December 15, 2014**.
2. Buyer shall be responsible for all closing costs.
3. All taxes and other charges shall be procured and paid for by Sellers:

Sellers shall deliver at closing (a) a warranty deed in fee simple to the Buyer, (b) a deed in fee simple to the Buyer, (c) a deed in fee simple to the Buyer, and (d) a deed in fee simple to the Buyer, absolute title to the Property, free and clear of all liens, claims, and encumbrances, including but not limited to, all mineral interests.



claims or encumbrances of any kind with the grantee being "The Board of Trustees of the  
Property, if any;

5. Any and all taxes or assessments on the Property for the current year will be prorated at closing. Sellers shall be responsible for all real property taxes for the current year.
6. Buyer and Sellers will share the cost of closing fees and document preparation. No revenue stamps shall be required due to an exemption under [redacted] to a state agency (Buyer);
7. If [redacted]
8. Sellers represent and warrant to Buyer that Sellers are the only owners of the Property, and further, that Sellers are in sole and exclusive possession of the Property, except for leases, copies of which have been delivered to representatives of Buyer;
9. Sellers represent and warrant to Buyer that there are no liens or encumbrances on the Property, if [redacted] paid in full at, or prior to, closing;
10. Sellers represent and warrant to Buyer that there are no unrecorded rights of way for roadway, utilities or other matters affecting the Property;
11. Sellers represent and warrant to Buyer that there is no loss arising from oil, gas, or other mineral rights or ownership of the subject property, or from any sub-surface purposes;
12. Sellers represent and warrant to Buyer that there are no proceedings, either pending or threatened, which is decided in favor of Sellers, or any money judgments entered by a court against Sellers that constitute a lien on the Property;
13. Sellers represent and warrant to Buyer that there are no unrecorded options to purchase, or any other kind of agreement with any person or entity, affecting the Property;
14. Sellers shall be responsible for all risk of loss to the Property and improvements thereon



Janice Nixon Spann Revocable Trust

August

ACCEPTANCE BY SELLER

The of   
 Sep

Janice Nixon Spann Revocable Trust

By: 

By: \_\_\_\_\_

By: \_\_\_\_\_



UNIVERSITY OF CENTRAL ARKANSAS  
BOARD POLICY

Policy

Number: 411

Subject: Website Use

Date Adopted 10/98 Revised: 02/08, 08/13, 10/14

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The University of Central Arkansas website (uca.edu) is the official electronic voice of the university.

organizations. UCA reserves the right to remove official links in which content does not comply with the General Guidelines.

Websites should be well organized, clear and ~~current~~ update. Content must be reviewed regularly to ensure continued accuracy. A ~~regular~~ review by the ~~owner~~ website authors is the best method to ensure timeliness and accuracy. However, UCA, the director of web development will perform periodic audits and if necessary, remove or modify, correct, update, modify and/or remove content.

Website authors must ensure that required copyright and trademark permissions have been obtained prior to posting copied material. Without due care and attention, copyright and trademark rights can be violated by simply “borrowing” or copying content from other sources. Violations can lead to severe penalties, which fall on both the user publishing the content and the institution hosting the material.

### Links to Non-UCA Websites

UCA assumes no responsibility for content on non-UCA sites. Website authors should consider that such links, even when clearly labeled, may be misinterpreted as being associated with the university. Users with links to pages in which they have a monetary interest should be aware of the risk of being in violation of policies regarding advertising and commercial use.

### Violations of This Policy:

~~A Website Task Force, convened by the director of Web Development and composed of the vice president of university and government relations, as well as representatives of the faculty, the Division of University and Government Relations, the Division of Advancement, the Division of Student Services, and the university's legal counsel, will review webpages or links to determine whether they meet these guidelines and comply with applicable policies. If the task force determines that content is not appropriate or violates policies, the task force may remove or modify the content. The content provider will be notified and may appeal, in writing, to the Website Task Force.~~

A Website Task Force will be composed of the chief of staff; the associate vice president for communications, public relations, and marketing; the university's legal counsel; and one representative from each of the following: the faculty, the Division of Advancement, and the Division of Student Services. The task force will be convened by the director of web development when necessary to review webpages and/or links to determine whether they meet these guidelines and comply with applicable policies. If the task force determines that content is not appropriate or violates policies, it may correct, update, modify and/or remove the content. The content provider will be notified and may appeal, in writing, to the Website Task Force.

## Distinguished Alumni Awards – Board Policy No. 403

The Distinguished Alumnus Award is the most prestigious award presented to an alumnus of the University of Central Arkansas.

“A Distinguished Alumnus for the University of Central Arkansas is recognized for outstanding contribution to the University community, state or society; outstanding achievement in a particular field of endeavor; possessing a reputation that enhances the reputation of the University and serves as an example to UCA students; and contributing to the goals or the welfare of the University.”

The University of Central Arkansas has awarded the citation of “Distinguished Alumnus” since 1986. The Distinguished Alumnus Selection Committee unanimously recommended Faith A. Fields, BSN75 MSN-88, receive the award for 2015.

The committee chose to recognize the length of honorable service of this UCA graduate. The award will be presented to Ms. Fields at an appropriate venue in 2015.

Faith A. Fields, BSN75 MSN-88

During her long and fulfilling career in nursing, Faith A. Fields was able to significantly advance the nursing profession through improved systems, communication and regulatory updates. Upon graduation from UCA in 1975, Ms. Fields spent several years working in the areas of critical care, education, long term care and nursing administration.

In 1988, she was appointed by then Governor Clinton to serve as a member of the Arkansas State Board of Nursing (ASBN). In 1991, she joined the staff of the Board of Nursing, serving as director of nursing education with responsibility for the oversight of nursing education programs in Arkansas.

In 1996, Ms. Fields was selected by the ASBN to serve as their executive director, responsible to the board for the administration and enforcement of the Arkansas Nurse Practice Act. She retired from the ASNB in 2010. Mrs. Fields currently serves as the nurse residency program coordinator at Conway Regional Medical Center.

Accomplishments during her leadership at ASBN include:

- statewide articulation plan which was developed between all levels of nursing programs;
- disciplina nat nut nu-6((ds)-1( w)2(a)4\* [(Als)-1(i)-2(ds)bo2(s)-1(t)-2(r)3(a) [(l)-2(e6(nt)-2((nc)4)-

Ms. Fields also initiated a statewide regional workshop, focused on regulation, just culture, ethics in nursing practice, and regulatory guidelines.

While serving as executive director, Ms. Fields became actively involved in the National Council of State Boards of Nursing (NCSBN). Through her leadership, Arkansas was the second state in the nation to pass the Interstate Compact for Nurse Licensure that enables a nurse to practice in any state in the country that has enacted similar legislation, using their Arkansas license. Fields also assumed an active leadership role with NCSBN serving as president of NCSBN (2006-2008). In addition, she served as director at large for two years and as a NCSBN liaison to the Institute of Regulatory Excellence, Advanced Practice Council, and the Nurses Advisory Panel.

Ms. Fields has received recognition and service awards at both the state and national levels. In 1988, she was awarded the Academic Excellence Award. At the state level, she has twice received the Distinguished Service Award from the state nurses association, a state Nurse Administrator of the Year Award, and a Woman Pioneer Award by the state chapter of the National Association of Women Business Owners. In August 2009 she was honored with the National Council of State Boards of Nursing's prestigious R. Louise McManus Award.

The following resolution was unanimously adopted upon motion by Shelia Vaughn and second by Elizabeth Farris

“BE IT RESOLVED: That the Board of Trustees hereby recognizes the contributions and achievements of Faith A. Fields and confers on her the honor of distinguished alumnus. The board directs the administration to prepare appropriate formal resolutions and memorials to recognize her accomplishments.”

#### Distinguished Dean Emeritus

The following resolution was unanimously adopted upon motion by Elizabeth Farris and second by Bobby Reynolds:

#### RESOLUTION

Dr. Neil Hattlestad, Distinguished Dean Emeritus

WHEREAS, Dr. Neil Hattlestad earned his Bachelor of Arts degree in 1961 and a Master of Arts degree in physical education from the





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

Adopted this 10 day of October 2014, in Conway, Arkansas.

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Kay Hinkle  
Chair of the Board

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Shelia Vaught  
Secretary of the Board

### NOTIFICATIONS AND DELETIONS

#### Notification: Name Change for the Department of Early Childhood and Special Education

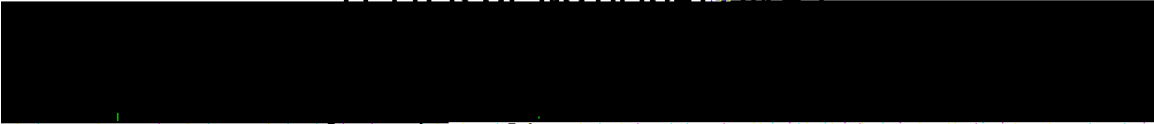
The faculty of the Department of Early Childhood and Special Education have proposed a change of their department's name to the Department of Elementary, Literacy, and Special Education. The new name more accurately reflects the department's academic programs, which include the BSE programs in Elementary Education and Special Education and the MSE programs in Reading and Special Education.

The name change has been endorsed by all appropriate councils and administrators and has been approved by the provost and president.

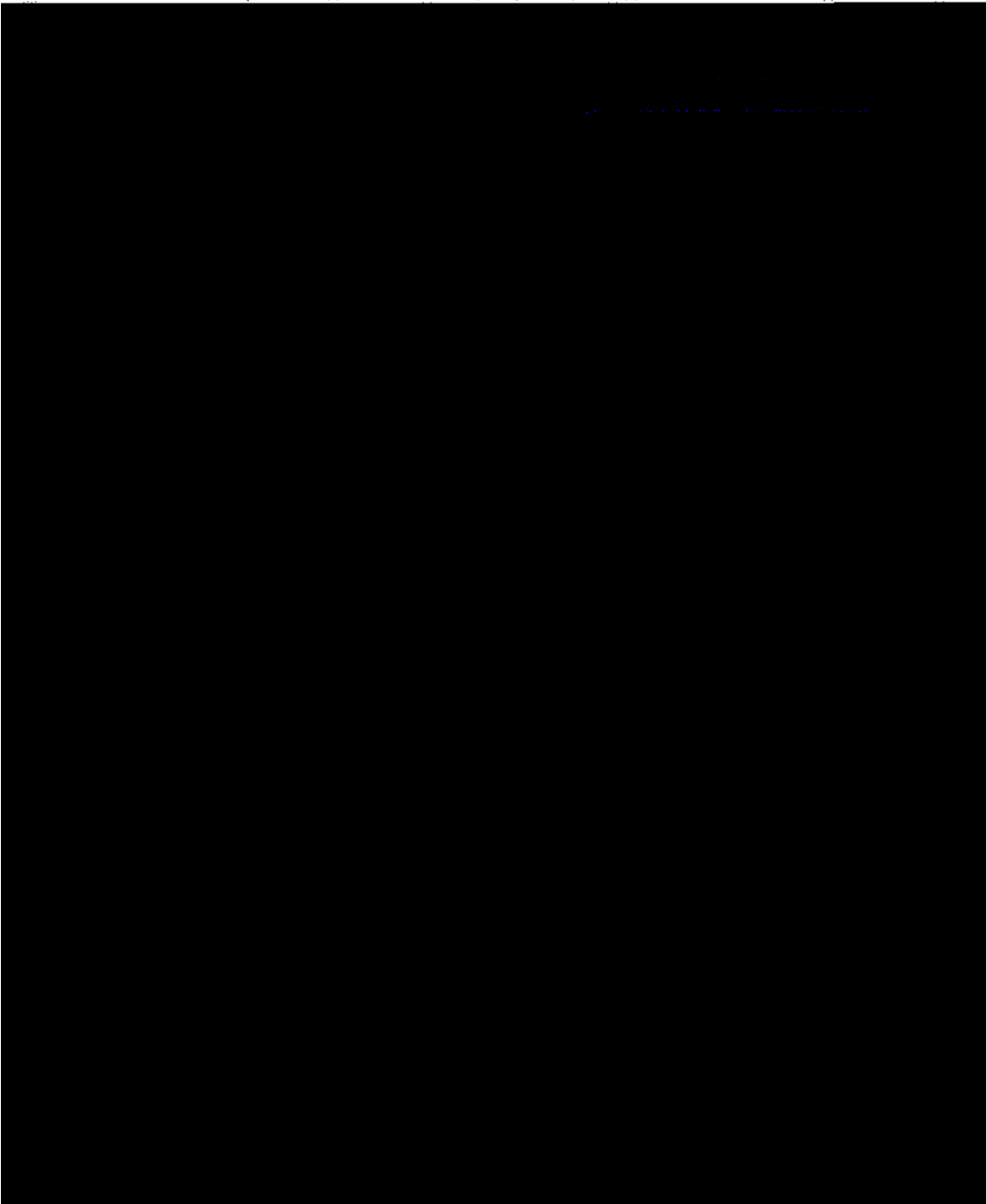
Supporting materials (following pages): (1) Curriculum Form A, (2) ADHE Form LON1



**LETTER OF NOTIFICATION - 1**



(No change in curriculum, emphasis, or organizational structure)



Notification: New Minor Program in Special Education

The faculty of the Department of Early Childhood and Special Education have proposed a new non-licensure minor program in Special Education. The program comprises 18 credit hours of courses in special education and is ~~desig~~ for students who do not seek teacher licensure but

UNIVERSITY OF CENTRAL ARKANSAS  
New Program Transmittal Form

Department: Early Childhood and Special Education

Date: March 17, 2014

- New degree program  
 New certificate program  
 New option/existing program  
 New minor program

Bulletin title of program (brief):

Special Education

ECSE 3320: Foundations of Inclusion Education...

ECSE 4305: Current Issues and Trends in Special Education

ECSE 4308: Educational Programming for Students with Significant Disabilities

(ECSE 4309)

ECSE 4309: Behavior Guidance for the Diverse Classroom

The minor is designed for non-teacher education majors only and does not include the requirements for teacher education.

Approved by <u>[Signature]</u> Academic Committee Date: <u>4/2/2014</u>	Approved by <u>[Signature]</u> Professional Education Council Date: <u>3/10/2014</u>	Approved by <u>[Signature]</u> General Education Council Date: <u>3/10/2014</u>	Approved by <u>[Signature]</u> Department Curriculum Committee Date: <u>3/10/2014</u>
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**LETTER OF NOTIFICATION – 3**

**NEW OPTION, CONCENTRATION, EMPHASIS, MINOR**

(Maximum 18 semester credit hours of new theory courses and 6 credit hours of new practicum courses)

**1. Institution submitting request**

University of Central Arkansas

**2. Contact person/title**

Jonathan A. Glenn  
Associate Provost

**3. Phone number/e-mail address**

(501) 450-3126  
jona@uca.edu

**4. Proposed effective date**

Spring 2015

**5. Title of existing degree program (Indicate if the listed degree program is approved for distance delivery.)**

N/A. The proposed minor uses courses from the new BSE in Special Education (degree code: 3210)

**6. CIP code**

13.1001

**7. Degree code**

N/A

**8. Proposed name of option/concentration/emphasis/minor**

Minor in Special Education (non-licensure)

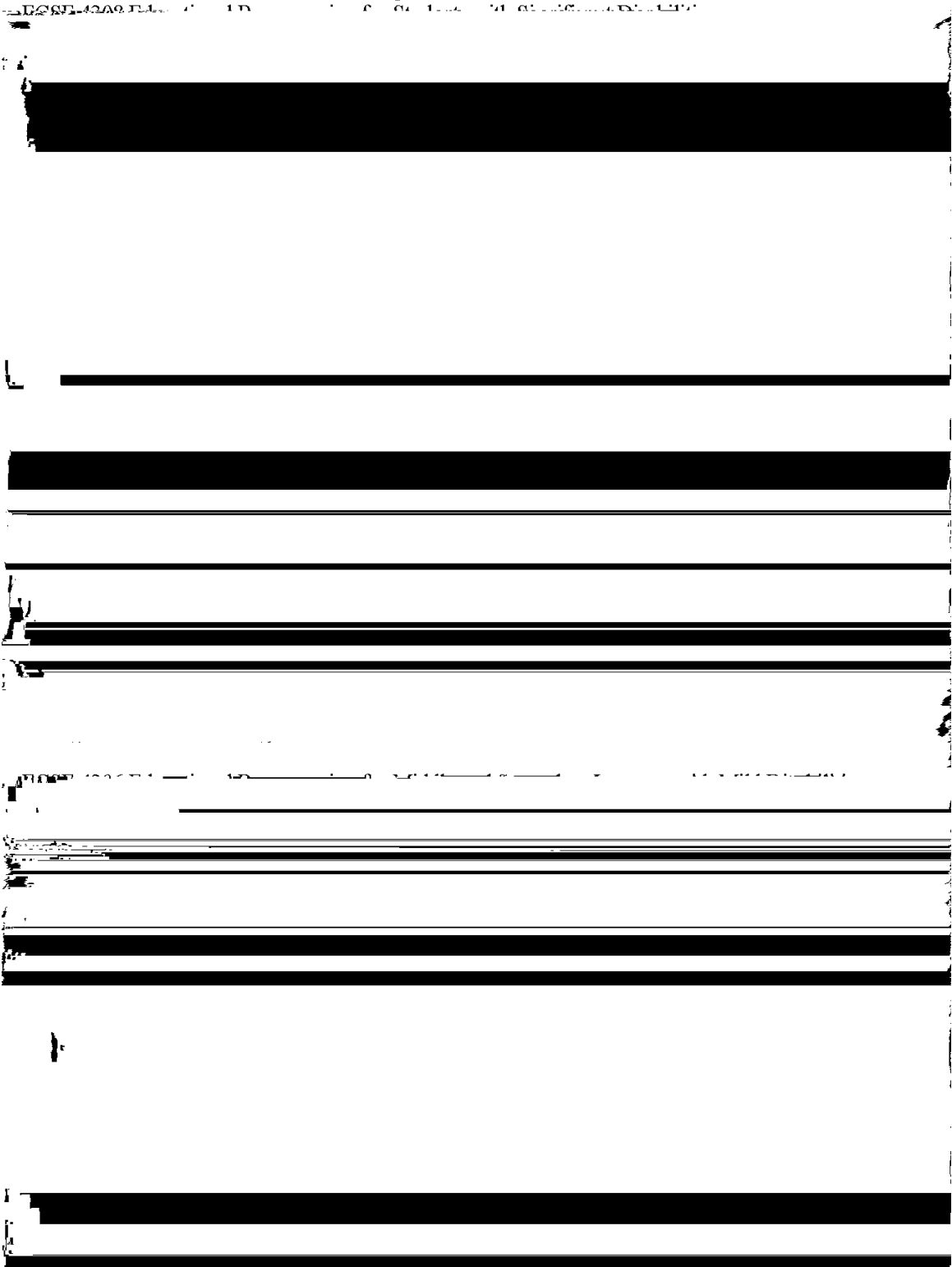
**9. Reason for proposed action**

[Redacted content]

ECSE 3309 Development and Characteristics of Diverse Learners

ECSE 3320 Foundations of Inclusive Education

ECSE 4303 Current Issues and Trends in Special Education

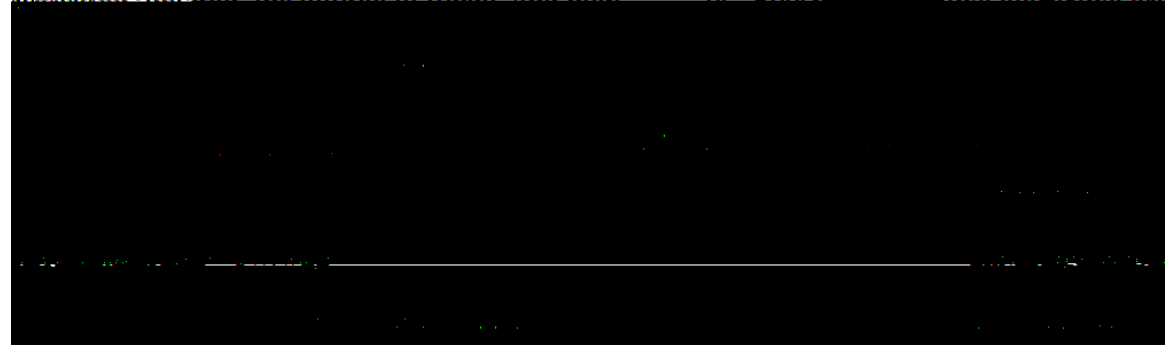




very procedures to be used.

13. Explain in detail the distance deli  
N/A

14. Specify the amount of the additio



*[Handwritten Signature]* 9/09/2014 Chief Academic Officer  
SIGNATURE DATE

02-051

ILCA form updated 2014

## EXECUTIVE SESSION

Executive session for the purpose of reviewing appointments, adjustments, resignations and other personnel matters was unanimously declared upon motion by Bunny Adcock with a second by Brad Lacy.

## OPEN SESSION

The following motion made by Brad Lacy with a second by Victor Green was unanimously approved.

"I move that all appointments, adjustments, resignations and other matters set forth on the personnel list discussed in executive session be approved."

## ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned upon motion by Bunny Adcock and second by Shelia Vaught.

The University of Central  
Arkansas Board of Trustees

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Kay Hinkle  
Chair

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Shelia Vaught