

The University of Central Arkansas Board of Trustees convened in a regularly scheduled meeting at 10:00 a.m. Friday, May 13, 2016, in the Board of Trustees Conference Room in Wingo Hall with the following officers and members present:

Chair:	Ms. Shelia Vaught
Vice Chair:	Ms. Elizabeth Farris
Secretary:	Mr. Joe Whisenhunt
	Mr. Bunny Adcock
	Ms. Kay Hinkle
	Mr. Brad Lacy

Mr. Victor Green was absent.

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

Mr. Zach Carter, out-going president of the Student Government Association, addressed the board.

Dr. Ben Rowley, out-going president of the Faculty Senate, also addressed the board. Dr. Rowley's handouts are attached to the original minutes.

Mr. Colin Stanton, president of the Staff Senate, addressed the board.

REPORTS

Chair of the board, Shelia Vaught, read the following statement:

"The President Search Advisory Committee met on Monday to interview four executive search firms. The committee selected Parker Executive Search from Atlanta, Georgia. Ms. Laurie Wilder, president of the firm, represented the firm at the interview and will be the consultant who leads our search.

Once a contract is signed between the UCA Foundation and Parker Executive Search, the first step in the process will likely be an on-campus visit in late May.

Contract Review Procedures – Board Policy No. 416

Pursuant to Board Policy No. 416, Contract Review Procedures, the administration must seek board approval for any contract that requires the university to expend funds, at any time, in excess of \$250,000 or any contract with a term exceeding one 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 90 days or less.

The administration is seeking board approval for the university to enter into contracts with the following companies/organizations:

- TicketReturn, LLC
- Workplace Answers, LLC
- Blue Sail Coffee, LLC

The following resolution was unanimously adopted upon motion by Bunny Adcock and second by Brad Lacy:

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

**UNIVERSITY OF CENTRAL ARKANSAS
REASON FOR REQUIRING BOARD REVIEW AND ACTION**

(Board Policy No. 416)

Contract with a term of more than one year

SUMMARY

1. Parties: University of Central Arkansas and TicketReturn, LLC.
2. Purpose: To provide a comprehensive, internet-based, vendor-hosted, box office ticket management software for athletic events.
3. Term: The term of the agreement is from July 1, 2016, until June 30, 2021.
4. University Funds to be Paid: The university will pay \$93,400 over the five-year period.
5. Funds Received: None

6. Public Bid/Purchasing Approval: Request for Proposal (RFP) opened January 12, 2016. Six companies responded. The proposals were reviewed and scored by the Evaluation Committee. TicketReturn located in Charlotte, North Carolina, was

8. Approval/Notification to UCA Foundation: N/A.

Form prepared by: Warren Readnour, General Counsel

Date: April 19, 2016

UNIVERSITY OF CENTRAL ARKANSAS

REASON FOR REQUIRING BOARD REVIEW AND ACTION

(Board Policy No. 416)

Contract with a term of more than one year

The following resolution was unanimously adopted upon motion by Elizabeth Farris and second by Bunny Adcock:

“BE IT RESOLVED: That the Board of Trustees (a) hereby ratifies and affirms the provisions of Board Policy No. 507 set forth above; (b) pursuant to the provisions of Act 226 of 2013 and A.C.A. 5-73-322 and commencing on August 16, 2016, hereby disallows the carrying of a concealed handgun by faculty/staff in the buildings or on the grounds of the University of Central Arkansas for a period of one year; and (c) directs and authorizes the administration to take any and all steps necessary to ensure the compliance with such opt out provisions of Act 226 and A.C.A. 5-73-322, including, but not limited to, the posting of any and all signs required or necessary to comply with the foregoing act.”

Board Policies - Revisions

The administration has reviewed various board policies and identified changes that are primarily intended to clarify and update each policy. The language to be deleted is stricken through, and language to be added is highlighted.

The proposed changes to each policy are summarized as follows:

Computer Use - Board Policy No. 412 has been revised to replace general language regarding appropriate e-mail use

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eligible for the fee waiver until the dependent turns age 25. The policy has also been expanded to allow the fee waiver to be used in conjunction with other university discounts and scholarships as long as the total aid does not exceed 100% of general registration and mandatory fees.

Fees – Health, Physical Education, Recreation (HPER) Center and Farris Pool - Board Policy No. 647 has been revised to reflect that the HPER Center pool has replaced the Farris Pool. The policy has also been revised to update terminology, reflect additional hours for alumni members, and specify the process for determining cost for various services (guest passes, locker rentals, towel service). Further, the policy is being revised to clarify that members of the Board of Trustees will be considered employees for purposes of HPER membership.

Discretionary Scholarship Program for Students with Exceptional Circumstances - Board Policy No. 710 has been revised to modify the membership of the Assistance Program for Students with Exceptional Circumstances (APSEC) Committee and to reflect that past due balances refer to prior terms. The membership change is to specify a designee of the provost rather than a specific associate provost and to add the director of student accounts. The APSEC Committee voted to recommend the changes.

The following resolution was unanimously adopted upon motion by Bunny Adcock and second by Joe Whisenhunt:

“BE IT RESOLVED: That the Board of Trustees approves the following revisions to the board policies set forth above and as attached to this resolution, and the changes set forth shall be effective from and after this date.”

**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy Number: 412

Subject: Computer Use

Date Adopted: 05/99 Revised: 08/13, 05/16

the contact to cease; (c) repeatedly contact another person regarding a matter for which one does not have a legal right to communicate (such as debt collection), once the recipient has provided reasonable notice that he or she desires such contact to cease; (d) disrupt or damage the academic, research, administrative, or related pursuits of another person, or (e) invade the privacy, academic or otherwise, of another person or threaten such an invasion;

- Misrepresenting an identity or affiliation;
- Violating university security, damaging university systems, or using computing privileges to gain unauthorized access to any university computer system and/or any computer system on the Internet;
- Any activity that violates federal, state, or local laws, policies or regulations;
- Fundraising for any purpose unless sponsored by an official university organization with appropriate university approval;
- Permitting another person to use one's account;
- Accessing or using another person's account for any reason;
- Removing or defacing hardware, software, manuals, etc. from open computing labs; and
- Abusing computer networks or computers at other sites connected to the networks.

The individual account owner is responsible for proper use of the account, including password protection.

4. Right to Privacy:

The right to privacy of e-mail and other electronic files against unwarranted or unreasonable entry or search is a basic tenet of university policies. Electronic files may be accessed or entered (including e-mail files) under one or more of the following conditions:

- The user requests or gives permission to the university to access an account; or
- Pursuant to a valid search warrant or court order.

In the situations set forth below, access must be granted by at least two of the following individuals—director of internal audit; chief of police; associate vice president of human resources and risk management; or general counsel:

- An emergency situation exists in which the physical safety and/or well-being of a person(s) may be affected or university property may be damaged or destroyed;
- Reasonable grounds exist to suspect that a violation of law or university policy is occurring; or
- If necessary to maintain the integrity of the computer system or to protect the rights or property of the university.

5. Disclaimer:

The university does not manage the Internet and is not responsible for offensive material that may be encountered. It is the policy of the university to abide by and follow federal and state laws. Disclaimers regarding departmental and individual pages are addressed in the

Web Site Usage Policy. Views and opinions expressed in e-mail are strictly those of the authors. The university is not responsible for the content of e-mail communications.

6. Disciplinary Action:

Engaging in any activity that violates the Computer Use Policy may result in the immediate suspension of an individual's computer access privileges, other disciplinary and/or legal action. The imposition of any sanction imposed under this policy is subject to review pursuant to applicable provisions of the Faculty, Staff and Student Handbooks.

**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy Number: 416

Subject: Contract Review Procedures

Date Adopted: 05/09 Revised: 11/09, 08/13, 05/16

1. **Contract Defined:** For purposes of this policy, a “contract” is a written agreement between two or more parties, one of which is the University of Central Arkansas (“UCA” or “university”), creating obligations that are enforceable or otherwise recognizable by law. No oral agreements shall be recognized as valid or binding legal obligations of the university.

For purposes of this policy, a purchase order is a contract. If a purchase order is based on a contract, such contract is subject to the provisions of this policy.

2. **No Contract Valid without Compliance:** No contract shall be deemed to be a valid obligation of the university unless the provisions of this policy are complied with in full.
3. **Signature Authority:** Unless otherwise provided by law or by specific policy of the Board of Trustees, only the Board of Trustees, president, provost, chief of staff, and vice presidents have the authority to enter into a contract to bind the university.
4. **Contract Review and Routing Procedure:** The university employee with responsibility for the contract (“responsible employee”) shall read and review it in its entirety. By starting the process to (a) secure a purchase order, or (b) have a contract approved, the responsible employee is verifying the following matters:
 - The contract language accurately reflects the current state of negotiations;
 - The contract meets programmatic and UCA requirements;
 - The contract is in the best interest of UCA;
 - UCA can comply with the terms of the contract; and
 - The contract is sufficiently clear and consistent.

The responsible employee shall contact the Purchasing Office to ensure that such office has either acknowledged that state purchasing laws and regulations have been complied with, or that such laws and regulations do not apply.

- c. The president of the university must approve any contract that will require the university to expend funds, at any time, 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.
6. **Exemptions from Contract Approval Process:** The following contracts are exempt from the “Contract Approval Process” above:
- a. Any contract that provides for professional or clinical training for students of the university and that does not require the expenditure or payment of any university funds to a third party; and
 - b. Any contract arising out of or related to an external grant administered through the Office of Sponsored Programs and that 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

UCA to the Arkansas State Claims Commission; and

- iii. 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.

- c. The University of Central Arkansas does not have any form of general liability
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**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy Number: 516

Subject: Retiree Benefits

Date Adopted: 05/99 Revised: 05/00, 12/08, 12/12, 05/16

The following employees shall be eligible for basic benefits-eligible retirement:

- Full-time employees who have completed 10 or more years of continuous benefits-eligible employment at UCA or an Arkansas public higher education institution or state agency and who are age 59.5 or older; or
- Full-time employees at any age who have completed 28 or more cumulative years of benefits-eligible employment at UCA or an Arkansas public higher education institution or state agency.

If an employee dies or is approved for long-term disability through Social Security or the university's long-term disability carrier, the above requirements are waived. However, employees must complete their last five years of employment at UCA in order to qualify for retirement benefits.

Employees who intend to retire are strongly encouraged to provide, at a minimum, a 90-day written notice. For faculty, retirement shall begin, at the earliest, at the end of the semester in which notification is provided. For staff, retirement shall begin, at the earliest, at the end of the notification period. Retirement means termination of all employment with the university.

A year of service is defined as a nine-month full-time faculty assignment, twelve-month full-time faculty assignment, or twelve-month full time administrative or staff assignment. Completed years may be achieved by using any combination of years of full-time faculty or administrative/staff service.

Qualified retirees shall be eligible to continue participation in UCA's health, dental and life insurance plans as follows:

- Effective January 1, 2009, retirees may purchase health insurance for themselves and their eligible dependents. The retiree will pay the difference between the university's contribution and the cost of the plan as selected by the retiree. For those employees retiring prior to January 1, 2009, the university's maximum monthly contribution for a single plan is \$283 and the university's maximum monthly contribution for a family plan is \$400. For those employees retiring after December 31, 2008, the retiree will pay the difference between the university's contribution of \$150 a month and the cost of the full premium based on their enrollment status (single, family, etc.). At age 65, health insurance coverage for retirees and their eligible dependents will end.
- Effective January 1, 2009, current retirees and those retirement-eligible employees who retire on or before December 31, 2009, may purchase dental insurance until age 65, by paying the difference between the university's contribution of the lesser of \$25.48 per

month or the current year's monthly premium for single coverage, and the cost of the full premium based on their enrollment status (single, family, etc.); retirement-eligible employees who retire after December 31, 2009, until age 65, may purchase dental insurance for themselves and their eligible dependents by payment of the full premium. At age 65, dental insurance coverage for retirees and their eligible dependents will end.

- Effective January 1, 2009, for those current retirees and those active employees who chose in 1998 the one-times salary as retirement life insurance coverage until age 70, the university's contribution will be the cost of the continuation of that life insurance coverage until age 70. At age 70, the retiree assumes 100% of the monthly premium until age 80, at which time all group life policies terminate.
- Effective January 1, 2009, for those current retirees as of December 31, 2008, and those in phased retirement as of December 31, 2008, who in 1998 chose the \$15,000 life insurance coverage until age 80 option may continue that coverage until age 80 by paying the difference between the university's contribution of \$10.00 per month and the cost of the full premium for the coverage. Retirement-eligible employees who retire after December 31, 2008, may, until age 80, purchase life insurance through the university plan in accordance with the group policy requirements by assuming the payment of the entire life insurance premium.

Retirees shall be eligible for lifetime passes to certain university athletic events and university-sponsored events. Other retiree benefits such as free parking decals, access to the library, discounts to certain Reynolds Performance Hall events, and other miscellaneous benefits, which the university may elect to provide, are available. The president, upon recommendation from the Staff and Faculty Senates, must approve all retiree benefits.

**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy

Number: 623

Subject: Fee Waiver – Employees

Date Adopted: 04/67 Revised: Passim - most recent 12/14 05/16

Undergraduate and Graduate Registration Discount Program

As referenced in IRC Sections 117(d) and 127, UCA has established a tuition remission program for eligible employees and their spouses and dependents. The purpose of this policy is to provide guidelines for the use of the fee discount program. Registration discounts are designed to support the professional educational development of UCA employees and to provide an additional opportunity for the spouses and dependents of UCA employees to attain their individual educational goals.

Costs and eligibility will be based upon the registration fee schedule in place for the semester in which the initial enrollment occurs, subject to any overall registration guidelines or changes adopted by the Board of Trustees. The discount on required fees applies only to the facility fee, co-op fee, Student Center fee, HPER fee, athletic fee, technology fee and Fine and Performing Arts fee. The discount will not apply to any future student-initiated fees. ~~The discount may not be used in conjunction with other university fee reductions or discounts or with other university-sponsored tuition scholarships.~~ The total aid provided by this discount when combined with the total general registration and mandatory fee aid provided by any other university-sponsored tuition scholarships or other university waiver, fee reduction, or discount shall not exceed 100% of general registration and mandatory fees. The discount will not apply to study-abroad programs. However, the fee-waiver discount may be used in conjunction with state-funded scholarships (Arkansas Department of Higher Education-administered scholarships) and/or private scholarships and assistance.

Eligibility and Restrictions

Only courses taken for college credit qualify for the discount.

Eligibility is restricted to full-time, benefits-eligible employees and the spouses and dependent children of those employees. This includes benefits-eligible employees and his/her spouse and dependent children where the employee is regarded as benefits-eligible for the purposes of this policy and paid from outside funding sources (e.g. Military Science). Members of the Board of Trustees, their spouses and dependent children are not eligible for the fee waiver.

The fee remission for employees, spouses, and dependent children will commence with the beginning of the next semester or term after the date of employment. For example, if an

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Spouses and dependents who are not receiving the discount at the time of the employee's death or disability will be eligible for the discount for five years from the date of death or disability. If an employee is eligible for retiree benefits under Board Policy No. 516, the dependent of such employee is eligible for the discount through and including the semester in which the dependent turns age 25.

**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy Number: 647_____

Subject: Fees – Health, Physical Education, Recreation (HPER) Center and ~~Farris Center Pool~~

Date Adopted: 08/01 Revised:

<u>B. Faculty and Staff:</u>	<u>Per Semester</u>
Employee/Retiree only*	Fringe benefit paid
Spouse (fall and spring)	\$110.00
Spouse (summer terms)	\$ 76.00
Family** (fall and spring)	\$165.00
Family (summer terms)	\$115.00
Single parent family*** (fall and spring)	\$ 55.00
Single parent family (summer terms)	\$ 38.00
HPER locker rental	\$ 20.00 (annual fee per locker)

*For purposes of this policy, employees enrolled in courses offered by the university will be assessed the fee as per Board Policy Nos. 623 and 630. The members of the Board of Trustees will be considered employees for purposes of HPER membership.

**For faculty or staff family, the fee is calculated as follows: \$110.00 (spouse) and \$55.00 (dependents), for a total of \$165.00. Dependents must be 18 years and older.

3. Available HPER Center hours for Alumni members: Farris Center Pool Hours:
- a. Monday – Friday 6:00am to 2:00pm All hours the pool is open
 - b. Saturday 9:00am to 6:00pm ~~10:00am to 3:00pm~~
 - c. Sunday 3:00pm to midnight
 - d. Holiday and summer hours will be posted

4. Alumni Membership Fees:

		<u>Individual</u>	Individual + <u>Spouse</u>	Individual + <u>Family</u>
a.	Fall semester	\$165.00	\$275.00	\$335.00
b.	Spring semester	\$165.00	\$275.00	\$335.00
c.	Summer			

campus recreation and the Campus Recreation Advisory Board (CRAB) based on fair market value for that service. All services will be dictated by the membership and their desired needs for the HPER Center.

**UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY**

Policy Number:

- a. Budget. The budget for the APSEC Committee shall be \$100,000. Any increase in the budget shall be approved by resolution of the Board of Trustees.

No more than one-half of such amount may be used for any semester. Any scholarship granted under this program shall be granted on a per-semester basis and shall not exceed one academic year. No aid shall be granted by the committee for a summer session. These amounts shall not be exceeded but may be adjusted, from time-to-time, by resolution of the Board of Trustees.

Notwithstanding the budget amount set forth above, if any student proves by clear evidence that he or she has a letter or other written document granting such scholarship, then such scholarship shall be honored and the amounts shall not be applied against the budget set forth above.

- b. Exceptional Financial Need. Each semester, scholarships shall be allocated to students presenting exceptional financial need. For purposes of this policy the term “exceptional financial need” means a clear statement, supported by such evidence as the committee deems appropriate, that the student’s financial situation is such that without assistance from this program the student will be unable to attend the university or continue a course of study. Examples of exceptional financial need could include medical expenses within the family; loss of job by the student or supporting parent/guardian; loss of other financial aid; amount of accrued student loans; or such other matters as the committee deems appropriate. The committee should take into account any other scholarships, financial aid, or other support for the applicant.
- c. Academic Standing. A student receiving a scholarship under this program shall be in good academic standing as defined by the applicable Undergraduate or Graduate Bulletin.
- d. Certain International Students. In addition, the administration may, from time-to-time, include in this program a limited number of international students to receive scholarships. The Board of Trustees grants the authority to the president to designate not more than 12 international students each semester to receive funds under this program. To the extent that such scholarships are granted, those scholarships shall be in addition to the budgeted amounts set forth in this policy. Factors to be taken into account by the administration may include (i) increasing campus diversity; (ii) ensuring or maintaining that multiple cultures are represented on campus; and/or (iii) providing educational opportunities for students from developing countries or those countries in which famine, genocide or other factors have impeded the educational progress of citizens of that country, and that it is within the best interests of this university, state and nation that such educational opportunities be extended to those students.
- e. Scholarships Required by Contractual Arrangements or Understandings. In addition, the administration may, from time-to-time, include in this program scholarships required to be offered to a student or students pursuant to a grant, program or other contractual arrangement to which the university is a party and the terms thereof which require a scholarship to be offered to one or more of said students. To the extent that such scholarships are granted, those scholarships shall be in addition to the budgeted amounts set forth in this policy.

- f. Per Student Amount. The aggregate amount of the scholarship shall not exceed \$3,000 per applicant for any semester. Provided, however, that commencing with the 2011 fall

Request for Provisional Positions

The State of Arkansas, 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 positions.

Name	Title	Funding Source
Sarah Argue	Pre-K Project Director	Arkansas Department of Education

Matthew Jeffery Lead Software Doca3di004

Kimberly Calhoun	Director of AALI	Arkansas Department of Education
Taylor Monticelli	Project Manager	Tobacco Settlement Evaluation
Michelle Hardin	Upward Bound Project Director	U.S. Department of Education

Jessie Beal

- Chapter 2.IV.A.2. (pg. 7): text added to for purpose clarifying responsibilities (text relocated from Chapter 4.I., pg. 51).
- Chapter 3:
 - Chapter 3.IV.A. (pg. 21): text added for the purpose of clarification.
 - Chapter 3.VII.D. (pg. 33-34): text added and deleted for purpose clarifying the advancement appeal process/committee language (text relocated and revised from Chapter 7.I.B., pg. 72).
- Chapter 4:
 - Chapter 4.I. (pg. 49): text deleted and moved to Chapter 2.IV.A.2, pg. 7.
- Chapter 7:
 - Chapter 7.I.A. (Academic Freedom Committee, pg. 71): text added and deleted for purpose of clarification of membership;
 - Chapter 7.I.B. (Advancement Appeals Committee, pg. 72): text deleted for relocation to Chapter 3.VI.D., pg. 33-34;
 - NEW Chapter 7.I.B. (Diversity Advisory Committee, pg. 72): text added and deleted for a) update of committee name and b) replacement of committee description language with a link to Board Policy 525 as this now applies;
 - Chapter 7.I.C. (Athletic Committee, pg. 72-73): text added and deleted for update of a) administrative title and b) clarification of membership;
 - Chapter 7.I.D. (SBAC, pg. 73-74): text added and deleted for a) update of committee name and b) replacement of committee description language with a link to the UCA Strategic Plan;
 - Chapter 7.I.E. (Council of Vice Pres., pg. 74): text deleted for the purpose of deleting committee from Faculty Handbook;
 - NEW Chapter 7.I.E. (Employ. Benefits Advisory Committee, pg. 75): text added (relocated) from Chapter 7.I.J., pg. 77-78 with revised committee name;
 - Chapter 7.I.F. (Faculty Emeritus Committee, pg. 75): text added for clarification of membership;
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- Chapter 7.I.K. (Public Art Committee, pg. 79): text added and deleted for minor corrections and clarification;
- Chapter 7.I.M. (Retention Committee, pg. 80): text deleted for purpose of removal of committee due to replacement by Student Success and Retention Council at Chapter 7.II.O., pg. 83-84;
- NEW Chapter 7.I.M. (Sexual Harass. Complaint Committee, pg. 80-83): text added and deleted for replacement of committee language with a link to Board Policy 511 which now applies;
- Chapter 7.I.N. (Student Success & Retention Committee, pg.83-84): text added for addition of the Student Success and Retention Council (replacing the Retention Committee previously found at Chapter 7.I.N., pg. 80);
- Chapter 7.I.O. (University Admissions Committee, pg. 84): text added and deleted for a) revision of the committee charge, b) revision of chairmanship to align with new reporting line, and c) for clarification.
- Chapter 7.II.A. (Academic Assessment Committee, pg. 85-86): text added and deleted for a) update of committee name, charge responsibilities, membership and meeting frequency;
- Chapter 7.II.B. (Academic Adj. & Appeals Comm., pg. 86): text added and deleted for a) update of committee name and b) revision of committee membership;
- Chapter 7.II.C. (Council of Deans, pg. 87): text added and deleted for a) update of administrative titles, b) clarification and c) revision of meeting frequency;
- Chapter 7.II.D. (Distance Education Advisory Committee, pg. 87): text deleted for removal of committee to be replaced by the Online Learning Advisory Committee now found at Chapter 7.II.M., pg. 94-95;
- NEW Chapter 7.II.D. (Faculty Development Committee, pg. 87-88): text added and deleted for a) update of administrative title and b) addition of an unaffiliated faculty representative;
- Chapter 7.II.E. (Faculty Salary Review, pg. 88): text added and deleted for a) revision of committee charge, b) addition of an unaffiliated faculty representative and c) clarification;
- Chapter 7.II.F. (UCA Core Council, pg. 88-89): text added and deleted for a) update of committee name and b) update of committee membership to align with Faculty Senate website;
- Chapter 7.II.G. (Graduate Council, pg. 89-90): text added and deleted for a) update of administrative titles, b) revision of membership and c) revision for clarification;
- Chapter 7.II.H. (Honorary Degree Committee, pg. 90-91): text added for clarification
- Chapter 7.II.I. (Honors Council, pg. 91): text added and deleted for a) revision committee charge, membership and responsibilities to align with the Faculty Senate website and b) update of administrative titles;

- Chapter 7.II.J. (Instit. Animal Care & Use Committee, pg. 91-92): text added and deleted for a) updated administrative titles and b) typographical corrections.
- Chapter 7.II.K. (Instit. Review Board, pg. 92-94): text added and deleted for a) revision of charge for clarification, b) revision of membership align with the current needs and responsibilities of this committee and for clarification, c) update of administrative titles and d) clarification of meeting requirements.
- Chapter 7.II.L. (Library Committee, pg. 94): text added and deleted for revision of membership including the addition of an unaffiliated faculty representative;
- Chapter 7.II.M. (Online Learning Advisory Committee, pg. 94-95): text added for addition of the Online Learning Advisory Committee to the Faculty Handbook to replace the Distance Learning Advisory Committee (previously found at Chapter 7.II.D, pg. 87);
- Chapter 7.II.N. (Professional Education Council, pg. 95-96): text added and deleted for a) revision of committee membership and b) typographical corrections;
- Chapter 7.II.O. (Public Service Award Committee, pg. 96): text added and deleted for a) addition of an unaffiliated faculty representative and b) for clarification;
- Chapter 7.II.P. (Research Award Committee, pg. 96-97): text added and deleted for a) addition of an unaffiliated faculty representative and b) for clarification;
- Chapter 7.II.Q. (Sabbatical Leave Review Committee, pg. 97): text added and deleted for a) clarification committee membership and b) addition of one unaffiliated faculty member;
- Chapter 7.II.R. (Scholarship Committee, pg. 97): text relocated to Chapter 7.IV.A, pg. 103-104.
- Chapter 7.II.S. (Sponsored Program Advisory Committee, pg. 97-98): text deleted for removal of committee from faculty handbook.
- NEW Chapter 7.II.R. (Service-Learning Advisory Committee, pg. 98): text added for addition of new committee to the Faculty Handbook.
- NEW Chapter 7.II.S. (Study Abroad Advisory Committee, pg. 98-99): text added for addition of new committee to the Faculty Handbook.
- Chapter 7.II.T. (Teaching Excellence Award Committee, pg. 99): text added and deleted for a) addition of an unaffiliated faculty representative and b) for clarification;
- Chapter 7.II.U. (Undergraduate Council, pg. 99-100): text added and deleted for a) addition on an unaffiliated faculty representative and b) revision for uniformity and clarification;
- Chapter 7.II.V. (University Computing & IT Committee, pg. 100-101): text deleted for removal of the committee to be replaced with the new Information Technology Advisory Committee at Chapter 7.I.K, pg. 78;

- NEW Chapter 7.II.V. (University Research Council, pg. 101): text added and deleted for a) update of administrative titles and b) addition of link to Board Policy 410;
- Chapter 7.III.A. (Discipline Committee, pg. 101-102): text added and deleted for a) clarification and b) typographical corrections;
- Chapter 7.III.B. (Health and Wellness Promotion Committee, pg. 102): text deleted for relocation to Chapter 7.VI.A., pg. 106-107 due to revised reporting line;
- NEW Chapter 7.III.B (Student Center Board, pg. 102-103): text added and deleted for a) update of administrative titles and b) typographical correction;
- Chapter 7.III.C (Student Grievance Committee, pg. 103): text added and deleted for revision of membership;
- Chapter 7.IV. (pg. 103): text added to update administrative title;
- Chapter 7.IV.A (Schola

LETTER OF NOTIFICATION – 1

STATE CHANGE OF EXISTING CERTIFICATE DEGREE MAJOR OR MINOR
[REDACTED]

ORGANIZATIONAL UNIT

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

[REDACTED]

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

July 1, 2016

5-6. N/A

7. Current title of organizational unit

Department of Nursing (department code: 1850)

Notification: New Minor Program in Health Psychology

This notification was sent to members of the Board of Trustees on February 16, 2016.

The Department of Psychology and Counseling has developed a new minor program in Health Psychology. The new minor has been developed and will be offered in collaboration with the Departments of Health Sciences, Family and Consumer Sciences, Kinesiology and Physical Education, and Sociology.

Health Psychology, with roots in the wellness movement that began in the latter part of the 20th Century, continues to be an area of high growth for interdisciplinary professional practice. Whether working as a professional or para-professional, those working in health fields are expected to understand the inter-relatedness of biological, psychological, behavioral, and social factors influencing health and illness. As noted by the U.S. Department of Labor Bureau of Labor Statistics, “Employment of health and community health workers is projected to grow 21 percent from 2012 to 2022, faster than average for all occupations. Growth will be driven by efforts to improve health outcomes and to reduce health care costs by teaching people about healthy habits and behaviors and utilization of available health care services.”

A minor in Health Psychology will create a route for students interested in a career in health psychology and/or health education to complete the foundation courses as part of the requirements for graduation. Students in this minor will also benefit from the interdepartmental training provided by the course schedule. Exposure to social and biological factors as well as psychological and behavioral influences is intended to create a broader understanding of the factors that produce a healthy citizenry. Further, the knowledge and skills to educate people about the factors that promote and produce wellness and optimal living are critical to professional success in the integrated landscape of modern health care services.

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

Fall 2016

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

N/A. Related most closely to the BA/BS in Psychology

6. CIP code

42.0101

7. Degree code

N/A. (For the degree program, the BA degree code is 1710 and the BS degree code is 3070.)

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

Minor in Health Psychology

9. Reason for proposed action

Health Psychology, with roots in the wellness movement that began in the latter part of the 20th Century, continues to be an area of high growth for interdisciplinary professional practice.

Whether working as a professional or para professional, those working in health fields are



requirements for graduation. Students in this minor will also benefit from the interdepartmental training provided by the course schedule. Exposure to social and biological factors as well as

[REDACTED]

[REDACTED]

[REDACTED]

factors that produce a healthy citizenry. Further, the knowledge and skills to educate people

[REDACTED]

[REDACTED]

c. New courses and new course descriptions

N/A

d. Goals and objectives of program option/minor

The goal of the health psychology minor is to prepare graduates to approach the study of health with a biological, psychological, behavioral, and social focus. Students will learn about how

psychological science facilitates promoting good health, preventing illness, coping with stress, and managing and recovering from health problems.

e. Expected student learning outcomes

1. Develop an understanding of the interplay between physical well-being and psychological, behavioral, and social factors.
2. Apply psychological research methods, theories, and principles to enhance health promotion and illness treatment.
3. Design programs to improve one's own and others' personal health habits and lifestyles.

f. Documentation that program option meets employer needs

Nationally, demand for workers trained in health psychology is high and expected to grow over

the next decade. The American Psychological Association (APA) identifies health psychology as a "hot career" due to the continued focus on wellness and illness prevention programs.

According to the U.S. Department of Labor Bureau of Labor Statistics, "Employment of health

11. Institutional curriculum committee review/approval date

[REDACTED]

Council of Deans: 2016-02-03

12. Will the new option be offered via distance delivery?

If so, indicate mode of distance delivery.

No

13. Explain in detail the distance delivery procedures to be used.

N/A

14. Specify the amount of the additional costs required, the source of funds, and how

[REDACTED]

Funds are provided for the development of this minor. As the program grows, support for

[REDACTED]

EXECUTIVE SESSION