

The Board of Trustees of the University of Central Arkansas convened in regular meeting Friday, December 1, 2000, at 3:00 p.m. in the Fireplace Room of McCastlain Hall with the following officers and members present, to-wit:

Chair: Mr. Dalda Womack
Vice Chair: Mr. Randy Sims
Dr. Harold Chakales
Mr. Kelley Erstine
Mrs. Elaine Goode
Mr. Rickey Hicks

(NOTE: Dr. Chakales, Mrs. Goode, and Mr. Hicks arrived after the meeting began which is noted in the minutes.)

and with the following absent, to-wit:

Secretary: Mr. Rush Harding

constituting a quorum of said Board, at which meeting the following business was transacted, to-wit:

President Thompson also expressed his appreciation to the many individuals who worked very hard to see the NCA project to a successful conclusion. Mr. Womack also expressed appreciation on behalf of the Board.

President Thompson introduced the following recently-tenured faculty members:

Phillip Bailey, Foreign Languages

Carolyn Brown, Music

Jeff Draves, Chemistry (was not present)

Patricia Draves, Chemistry (was not present)

Bruce Mendelson, Physical Therapy (was not present)

Long-term Disability Insurance Coverage

The university purchases disability coverage for active employees. The plan has a six-month

	<u>Current Rates</u>	<u>Proposed Rates</u>
Basic UCA Paid One Time Salary	\$0.26/\$1,000	\$0.34/\$1,000
Optional Employee Paid One, Two or Three Times Salary	\$0.09 - \$4.00 (\$0.33 at age 50)	\$0.10 - \$4.40 (\$0.36 at age 50)
Current Retiree, UCA Paid One Time Salary	\$0.26	\$0.34
Current Retiree, Retiree Paid One Time Salary	\$0.26	\$0.34
Current 55/15, UCA Paid One Time Salary	\$0.26	\$0.34
Current 55/15 Employee Paid One Time Salary	\$0.26	\$0.34

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THE COMPANY FOR The renewal proposal presented by MetLife has been reviewed and recommended by the University Fringe Benefits Committee.

The following resolution was adopted unanimously upon motion by Mr. Sims with a second by Mrs. Goode (Dr. Chakales and Mr. Hicks had not yet arrived):

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE PROPOSAL FOR THE CONTINUATION OF THE LIFE AND ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE AND THE LONG-TERM DISABILITY INSURANCE CONTRACT WITH METROPOLITAN LIFE INSURANCE COMPANY FOR THE PERIOD OF JANUARY 1, 2001 THROUGH

CURRICULUM OUTLINE

Seventeen new courses are proposed for the Master of Science in Applied Computing. They are listed in Tables 1 and 2, as core courses and elective courses, respectively. Core courses are designed to give students in-depth knowledge in the core areas of computer science. Students will select four out of six courses. Elective courses (15 hours minimum) are designed to give greater knowledge of areas selected by the students so that upon graduation, students will have developed at least one area of greater understanding. Further, the degree requires six (6) credit hours of Project (Course No. CSCI 6X99) in applied computing in a research and development area in association with the needs of the IT industry.

Table 1. Core Courses

Number	Title
CSCI 6300	Distributed Operating Systems I
CSCI 6335	Networking II
CSCI 6365	Advanced Theory of Computation
CSCI 6370	Database II
CSCI 6380	Computer Architecture II
CSCI 6390	Software Engineering II

Table 2. Elective Courses and Project

Number	Title
CSCI 6305	Distributed Operating Systems II
CSCI 6325	Concurrent Programming
CSCI 6330	Algorithms II
CSCI 6350	Computer Graphics II
CSCI 6355	Expert Systems
CSCI 6360	Topics in Advanced Computer Science
CSCI 6375	Computer Networks Performance Analysis
CSCI 6381	Object Oriented Software Development II
CSCI 6385	Artificial Intelligence II
CSCI 6395	Independent Studies
CSCI 6X99*	Project (Continues Enrollment)

(*Variable credit from 1 to 6; student must complete 6 hours.)

Courses supporting the curriculum are designed to present advanced information in the three main areas of computer science: applications, systems, and theory. The program culminates in a project (6 credit hours), which is equivalent to a thesis in traditional master's programs.

President Thompson informed the Board that the faculty and staff senates have expressed an interest in extending the tuition remission program to the graduate level. President Thompson stated that, for financial and other reasons, he has concerns about extending the program on a blanket basis. President Thompson discussed the possibility of extending the tuition remission to only selected graduate programs. President Thompson stated that the issue is under consideration and will be brought to the Board at a later time.

Dr. Chakales arrived at this point in the meeting.

Minor in Gerontology - At President Thompson's request, Dr. Mosbo presented this item and responded to questions from Board members.

The College of Health and Applied Sciences proposes a minor in gerontology. The 21-hour minor will give UCA students an interdisciplinary perspective in the study of older adults and the aging process. The program is designed for students with a general interest in aging or those considering a career that involves working with senior citizens.

Students who develop an interest in working with older adults are anticipated to enroll in the gerontology minor to enhance their understanding of this population, their needs and issues. The new retirement center, College Square, will afford many opportunities for such students to gain real-world experience working with senior citizens in activities designed to improve their mobility and health status. This experience will not only allow them to work more effectively with seniors, but will also enable them to be more effective advocates for older Arkansans. Knowledge and skills developed in the gerontology minor will help program graduates improve both how they care for seniors and how they interact with them.

The program has been reviewed and recommended for approval by all appropriate committees, councils, and administrators.

President Thompson informed the Board that the previous item, Master of Science in Applied Computing, will be submitted to the Arkansas Department of Higher Education; however, the Minor in Gerontology does not require submission to ADHE. The Board has final approval of this item.

In response to a question from Mr. Sims, Dr. Mosbo stated that this program can be accomplished with existing faculty; therefore, there will be no additional cost for the program.

The following resolution was adopted unanimously upon motion by Mr. Hicks with a second by Mr. Erstine:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY APPROVES A MINOR IN GERONTOLOGY.”

**GERONTOLOGY MINOR
21 Hours**

Core Courses: 15 hours

H ED 2310 Introduction to Gerontology
 H ED 4310 Health Concerns of Aging
 SOC 4331 Social Gerontology
 H ED 4190/4290/4390 Directed Independent Study in Gerontology
 OR
 SOC 3381 Death and Dying
 PSYC 3360 Social Psychology
 OR
 PSYC 4352 Adult Psychology

Electives: 6 hours

H SC 3123 Medical Terminology
 H ED 4331 Program Planning and Evaluation
 H ED 4343 Health Strategies for Multicultural Populations
 BIOL 4351 General Pharmacology
 SOC 4334 Medical Sociology

Other electives may be approved by prior consultation with the gerontology program advisor, or the department chair.

Guidelines for Graduate Certificate Programs (Board Policy No. 341) - President Thompson and Dr. John Mosbo presented this item and responded to questions from Board members.

On October 20, 2000, the Arkansas Higher Education Coordinating Board approved a resolution that allows universities, upon written notification to the Arkansas Department of Higher Education, to offer graduate certificate programs that meet the Coordinating Board's definition. Coordinating Board approval is not required.

The following are key points of the Coordinating Board's resolution:

- A graduate certificate program is a 12-18 hour, focused collection of courses that, when completed, affords the student some record of coherent academic accomplishment in a given discipline or set of related disciplines. The courses are part of the graduate curriculum of the university, and recognition of completion of the certificate will be noted on the student's transcript.
- A graduate certificate program can be designed by a university to: 1) enhance marketability of its graduate students and programs, 2) provide a service to the community at large through a short-term graduate program, and 3) provide expanded opportunities for students wishing to further their education for personal or career advancement.

Examples of graduate certificate programs being developed at UCA include Management Information Systems and Geographic Information Systems. These programs respond to requests from central Arkansas knowledge-based companies for additional, well-trained employees.

The guidelines for approval of graduate certificate programs proposed by this agenda item generally follow the same procedures as those currently in place for graduate degree programs. The most significant difference is a streamlined approval that will allow for timely initiation of new programs. The administration requests that the Board of Trustees delegate to the University's administration the authority to approve new programs that have been recommended through all other levels of the university's curricular processes. The administration will inform the Board of new graduate certificate programs at the first available meeting. Additionally, each fall the Board will be provided with a listing of certificate programs offered during the previous academic year and summer, including the numbers of students served by and the number of certificates granted for each program.

The proposed guidelines were developed by the Graduate Council and have been recommended for approval by all appropriate committees, councils and administrators.

The following resolution was adopted unanimously upon motion by Mr. Erstine with a second by Mrs. Goode:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY APPROVES GUIDELINES FOR GRADUATE CERTIFICATE PROGRAMS AS BOARD POLICY NO. 341.”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 341

Subject: Guidelines for Graduate Certificate Programs

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Date Adopted: 12/00 Revised: _____

GUIDELINES FOR GRADUATE CERTIFICATE PROGRAMS

Definition of Graduate Certificate Program

A Graduate Certificate program is a 12-18 hour, focused collection of courses that, when completed, affords the student some record of coherent academic accomplishment in a given discipline or set of related disciplines. These graduate certificate programs have the following characteristics:

1. The courses are part of the graduate curriculum of the university.
2. Faculty have graduate faculty status.
3. Admission and completion requirements are based upon the policies of the graduate school.
4. Recognition of the completion is noted on the student's transcript.

Approval Process

The approval process will follow the same steps as all other new graduate program proposals except that approval by the Board of Trustees will not be required.

Notifications

Notification of Graduate Certificate Program additions or deletions will be presented to the Board of Trustees at the first available meeting. Additionally, each fall the Board will be provided with a listing of certificate programs offered during the previous academic year and summer, including the numbers of students served by and the number of certificates granted for each program. Written notification of additions or deletions of graduate certificate programs will be provided to the Arkansas Department of Higher Education as required.

Revision to *Faculty Handbook*: Institutional Review Board and Institutional Animal Care and Use Committee - Extensive revisions in the *Faculty Handbook* text regarding the Institutional Review Board (IRB) are needed to comply with federal

K. ~~Institutional Review Board (IRB)~~

- ~~1. Charge:~~
 - ~~a. To review and approve all research involving human subjects conducted by university faculty, staff, or students.~~
 - ~~b. To review and approve all research conducted involving university faculty, staff, or students by outside parties.~~
 - ~~c. To ensure compliance by the university with all applicable federal/state laws and guidelines as well as university policy and procedures.~~
- ~~2. Membership: Members will serve five-year terms. The institutional review board is appointed pursuant to those stipulations and guidelines contained in pertinent federal regulations.~~
 - ~~a. The chair shall be appointed by the provost from recommendations by the dean of the graduate school and the university research council.~~
 - ~~b. Eight faculty members who regularly conduct or supervise research involving humans. Selection must reflect diversity of race, gender, and cultural background.~~
 - ~~1. The faculty senate selects one from two faculty recommended by the dean of the college of liberal arts.~~
 - ~~2. The faculty senate selects one from two faculty recommended by the dean of the college of business administration.~~
 - ~~3. The faculty senate selects two from four faculty recommended by the dean of the college of education.~~
 - ~~4. The faculty senate selects one from two faculty recommended by the dean of the college of fine arts and communication.~~
 - ~~5. The faculty senate selects three from six faculty recommended by the dean of the college of health and applied sciences.~~

- ~~c. One faculty member who regularly conducts or supervises research. The faculty senate selects one from two faculty recommended by the dean of the college of natural sciences and mathematics.~~
 - ~~d. One faculty member whose primary concern is not scientific but who is knowledgeable regarding the ethical treatment of humans. The faculty senate selects one from two faculty recommended by the council of deans.~~
 - ~~e. One non-affiliated community member (no immediate relative affiliated with the institution) selected by the provost from recommendations made by the dean of the graduate school and the university research council.~~
 - ~~f. Dean of the graduate school and director of sponsored programs serve as ex-officio members of the IRB.~~
- ~~3. Meetings: Full IRB meets once each fall semester and on call thereafter.~~
- ~~4. Reports to: provost~~

K. Institutional Review Board (IRB)

1. Charge:
 - a. To review, with the authority to approve, require modifications in, or disapprove all research activities involving human subjects conducted by university faculty, staff, or students.
 - b. To review, with the authority to approve, require modifications in, or disapprove all research conducted involving university faculty, staff, or students by outside parties.
 - c. To ensure compliance by the university with all applicable federal/state laws and guidelines as well as university policy and procedures concerning research with human subjects.
2. Membership:

Twelve voting members serving five-year terms, three non-voting members, and ably the unive

- b. One member from the community who is not otherwise affiliated with the university and who is not part of the immediate family of a person who is affiliated with the university. This member shall be appointed by the provost from recommendations made by the dean of the graduate school and the research compliance coordinator.
- c. Dean of the graduate school, director of sponsored programs and research compliance coordinator serve as ex-officio, non-voting members of the IRB.
- d. Each member of the committee with the exceptions of the chairperson and community representative may select a designated alternate with the approval of the chairman and the Research Compliance Coordinator. The alternate must complete the human ethics training. To act for the member, the alternate must read the appropriate proposal applications prior to the IRB meeting.
- e. Member replacement: A member who is unable to complete his/her term may

L. Institutional Animal Care and Use Committee

1. Charge: To implement federal guidelines as required by law concerning animal care and use.
2. Membership:
 - a. One doctor of veterinary medicine selected by the president from recommendations of the chairs of biology and psychology departments. (Permanent member)
 - b. Three members who have had experience in research involving animals. (Five-year terms)
 1. The president selects one from two faculty recommended by the psychology department chair.
 2. The president selects one from two faculty recommended by the biology department chair.
 3. The president selects one from two faculty recommended by the Dean of the College of Health and Applied Sciences
 - c. One member whose primary concerns are in a non-scientific area. The president selects one from two faculty recommended by the dean of the graduate school and the research compliance coordinator.
 - d. One individual who is not affiliated with the university in any way other than as a member of the IACUC, and is not a member of the immediate family of a person who is affiliated with the university. This member will be selected by the president from two recommendations made by the chairs of the biology and psychology departments.
 - e. The chair will be elected for a two-year term by the committee from the three faculty with animal research experience.
 - f. The research compliance coordinator is an ex-officio, nonvoting member of the committee.
 - g. Member replacement: A member who is unable to complete his/her term may be replaced by the appropriate college dean or chair for up to one year to facilitate maintenance of the committee membership.
3. The research compliance coordinator serves as the IACUC administrator.
4. Meetings: two per year and on call
5. Reports to: provost

Conway Downtown Partnership - President Thompson stated that he makes no recommendation regarding this item because he and Mrs. Thompson own property in downtown Conway; therefore, at President Thompson's request, Jack Gillean presented this matter to the Board and responded to questions.

The university has been approached about joining the Conway Downtown Partnership, an effort to create and implement a plan to enhance and promote downtown Conway.

The proposal includes hiring a program director to facilitate the development and implementation of the plan mentioned above. A financial commitment of \$5,000.00 over the next three years, for a total of \$15,000.00, has been requested.

The goals of the partnership are to establish a voice for the downtown area, to develop a comprehensive master plan, to develop a pedestrian-bicycle pathway connecting downtown to UCA and the other two colleges, to encourage both residential and business development, to maximize cultural and entertainment potential, to promote historic preservation and adaptive reuse, and to ensure that the downtown area is pedestrian friendly while accommodating vehicular traffic.

The university has, in the past, taken action to be a meaningful partner in supporting and promoting downtown Conway. However, it is generally believed that a more organized and formalized approach is necessary to ensure the continued quality of the downtown area.

Lengthy discussion followed. In response to a question from Mr. Womack, Mr. Gillean stated that he will determine if state funds can be used for this purpose. Mr. Sims suggested that UCA's participation be contingent upon financial goals being met.

The following resolution was adopted unanimously upon motion by Mr. Sims with a second by Mr. Hicks:

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO TAKE THE NECESSARY STEPS TO PARTICIPATE IN THE CONWAY DOWNTOWN PARTNERSHIP AND TO MAKE A FINANCIAL COMMITMENT TO THIS PROJECT CONTINGENT UPON THE ADMINISTRATION HAVING THE FLEXIBILITY TO WITHDRAW FROM THE CAMPAIGN IF FINANCIAL GOALS ARE NOT MET."

Resolution for State Senator Cliff Hoofman - Mrs. Goode presented the following resolution and moved that it be adopted. Mr. Hicks seconded the motion which passed unanimously:

WHEREAS, Senator Cliff Hoofman is a 1968 graduate of the University of Central Arkansas; and

WHEREAS, Senator Hoofman served as the student body president at the University of Central Arkansas; and

WHEREAS, Senator Hoofman went on to attend law school at the University of Arkansas, Fayetteville and served as the City Attorney for North Little Rock from 1973-74; and

WHEREAS, Senator Hoofman served four terms in the Arkansas House of Representatives from 1975-82; and

WHEREAS, Senator Hoofman is now serving in his ninth term in the Arkansas Senate, his first term having begun in 1983; and

WHEREAS, Senator Hoofman has been selected to serve as the Senate Chair of the Joint Budget Committee during the 83rd General Assembly; now therefore be it

RESOLVED, that the Board of Trustees of the University of Central Arkansas does hereby extend its sincere appreciation and gratitude to Senator Cliff Hoofman for his many years of dedicated public service and expresses publicly how proud it is that Senator Hoofman is a UCA Alumnus; and 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 1st
day of December 2000,
in Conway, Arkansas

Chair of the Board

Vice Chair of the Board

Mr. Womack stated that he coached Senator Hoofman during grades 6th through 8th.

Property Acquisition - At President Thompson's reque

At Mr. Erstine's request, Mr. Ronnie Williams, Vice President for Student Services, gave a brief update on Greek issues which were discussed at the October 13 Board meeting. Mr. Williams stated that progress is being made and a recommendation should be ready for the Board's consideration at its next meeting.

At President Thompson's invitation, Mr. Gilbert Baker, reported that the campus United Way Campaign has raised \$35,600 toward its goal of \$40,000. Mr. Baker encouraged everyone who is associated with the university to participate in the campaign.

EXECUTIVE SESSION

Executive session, for the purpose of considering personnel matters, was declared upon motion by Mrs. Goode with a second by Dr. Chakales.

OPEN SESSION

The following resolution was adopted unanimously upon motion by Dr. Chakales with a second by Mrs. Goode:

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