

The Board of Trustees of the University of Central Arkansas convened in regular meeting Friday, March 8, 2002, at 2:00 p.m. in the Fireplace Room in McCastlain Hall with the following officers and members present, to-wit:

Chair:	Mr. Randy Sims
Vice Chair:	Mr. Rush Harding
Secretary:	Mr. Kelley Erstine
	Mr. Scott Roussel
	Dr. Michael Stanton
	Mr. Dalda Womack

and with the following absent, to-wit:

Mr. Rickey Hicks

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

Mr. Sims welcomed Dr. Michael Stanton, newly appointed member of the Board.

MINUTES

Minutes of the following Board meetings were approved unanimously as circulated upon motion by Mr. Erstine with a second by Mr. Harding:

November 13, 2001, Board meeting;
December 4, 2001, teleconference Board meeting and confirmation of action taken;
December 12, 2001, special Board meeting; and
January 10, 2002, teleconference Board meeting and confirmation of action taken.

INTRODUCTIONS

President Smith introduced the following individuals:

Dr.

Dr. Jeff Young, Assistant Professor of Art, was named the 2001 Arkansas Higher Education Art Educator of the Year by the Arkansas Art Educators. On a national level, Dr. Young was honored as the 2002 Western Region Higher Education Art Educator of the Year by the National Art Education Association; and

Dr. Cathy Caldwell, Professor of Art, recipient of the 2002 Marion Quin Dix Leadership Award, presented by the National Art Education Association.

PRESIDENT'S REPORT

Recognition of Mrs. Elaine Goode - Mr. Sims presented Mrs. Goode with a plaque in appreciation for 14 years of dedicated service to the university as a member of the Board of Trustees. Mrs. Goode expressed her appreciation to the Board and the university community.

Litigation - Following is a report on the status of litigation involving UCA:

Paul Pojman v. University of Central Arkansas, (EEOC-251A1178).

Charging party Paul Pojman, a former faculty member, initiated a charge before the Equal Employment Opportunity Commission alleging a supervisor discriminated against him due to his sex in creating a sexually hostile work environment, and retaliated against him for his involvement in a sexual harassment investigation, in violation of Title VII of the Civil Rights Act of 1964, as amended. The university has provided a response denying each and every material allegation of the charge.

University of Central Arkansas v. Paul Miller, (CIV-2001-588).

On September 23, 2000, while driving at a high rate of speed and under the influence of alcohol, Paul Miller ran a stop sign at the intersection of Donaghey Avenue. Miller's vehicle traveled in an airborne manner across Donaghey Avenue striking and destroying a brick pillar given to the university by a former graduating class. The university filed a complaint to recover the costs associated with replacing two brick pillars, the one destroyed by the accident and a matching pillar located alongside. After several attempts to accomplish service of process on Mr. Miller, including the use of two process servers, the university obtained a Warning Order from the clerk that was published on two occasions in the Log Cabin Democrat. Upon Mr. Miller's failure to respond to the complaint, the university obtained a judgment for \$30,000. Appropriate steps to collect the judgment are being considered.

Melody Fields v. University of Central Arkansas, (02-0504-CC).

Claimant, Melody Fields, has submitted a claim before the Arkansas State Claims Commission alleging she was injured due to the negligence of the university. Claimant is seeking damages in the amount of \$50,000. The university submitted its Answer and First Set of Interrogatories and Request for Production of Documents to claimant. A hearing has been scheduled for April 11, 2002.

Construction - Mr. Jack Gillean, Vice President for University Relations, presented the construction report shown on the following page and responded to questions from Board members:

CONSTRUCTION PROJECTS STATUS REPORT

Project	Project Start Date	Proposed Completion Date	Bid Price	Contractor	Description/Status
Retirement Center	11/01/01	03/15/02	\$7,454,000	CWR, Little Rock	Number of floors: 3 Total square feet: 114,220 Due to carpeting delays, completion is now scheduled for early March. Finish products are being installed in all wings and the center core is dried in. Installation of the irrigation system has begun by Physical Plant personnel. Some of the furnishings have arrived and are being stored at the Physical Plant.
Writing/Speech Building	11/02/00	02/15/02	\$3,888,000	Cone Construction, Little Rock	Number of floors: 3 Total square feet: 34,000. Brickwork is 90% complete. Finish products are being installed. Outside concrete placement is continuing and dirt work is nearing completion. Carpet is being installed. Due to vandalism, the completion date was revised to February 28. Marker boards are being installed.
Math/Technology Building	03/16/01	06/22/02	\$4,699,000	Wilkins Construction Co., Inc., Little Rock	Number of floors: 3 Total square feet: 50,931. A card-swipe entry system and remote control light dimming have been added to the plans. Work on the roof trusses has been completed and decking is nearing completion. Mechanical, electrical and plumbing rough in is continuing. Aluminum storefront, windows, communications, and card access are being installed.
Estes Fence and Columns at Alumni Drive and Buffalo Hall	08/23/01	12/31/01	\$181,327	Tru-Star Construction	Completed.
Track Construction	04/23/01	02/01/01	\$378,000	Burnett Excavating, Conway	The rubberized finish coat is complete. Striping will begin in a few days, but has been delayed by inclement weather.
Western Ave Parking Lot	01/05/02	05/10/02	\$61,000	Paladino & Nash	Site preparation work and cut and fill are in progress but have been slowed by inclement weather.

Jim Thompson Property Update - Mr. Gillean reported that discussions with Mr. Thompson have concluded resulting in Mr. Thompson's decision to proceed with plans to develop property he owns on Western Avenue. Mr. Gillean stated that Mr. Thompson was interested in exchanging property with UCA, but was unable to have the property offered by UCA re-zoned to multi-family. Mr. Gillean reported that UCA will no longer attempt to acquire Mr. Thompson's property by exchange, purchase, or condemnation; therefore, negotiations have concluded and both parties are satisfied.

Housing Occupancy - President Smith and Mr. Paul McLendon, Interim Vice President for Financial Services, presented the housing occupancy report and responded to questions from Board members. President Smith stated that if housing occupancy remains at the present level, recommendations regarding future student housing will be presented to the Board at a future meeting.

Financial Report - Mr. McLendon reviewed the financial report ending December 31, 2001, and responded to questions from Board members.

Capital Funding Request for the 2003-05 Biennium - Mr. Gillean presented the capital funding request shown on the following page and responded to questions from Board members:

UNIVERSITY OF CENTRAL ARKANSAS					
Institutional Priority Ranking of 2003-2005 Capital Requests					
Rank	Project Name	Category	Total Cost	Other Funds	Total State Funding Requested
1	Main Hall	Renovation	\$9,000,000	\$1,000,000	\$8,000,000
2	Technology Infrastructure	Infrastructure	\$5,000,000		\$5,000,000
3	Arkansas Nursing Center	Renovation/Addition	\$9,500,000		\$9,500,000
4	College of Business Administration and the Center for Business Partnerships	Renovation/Addition	\$8,600,000		\$8,600,000
5	Wingo Hall	Renovation	\$4,500,000	\$1,200,000	\$3,300,000
6	Kinesiology and Physical Education Building	New Construction	\$4,900,000		\$4,900,000
7	Physical Plant	New Construction	\$4,000,000		\$4,000,000
8	Health, Physical Education and Recreation Building	New Construction	\$5,600,000		\$5,600,000
9					
10					
Total			\$51,100,000	\$2,200,000	\$48,900,000

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

Copies of the statements from the presidents of the Student Government Association, Serena Jeffery; Staff Senate, Sandy Olson; and Faculty Senate, Jim Bell, are attached.

Following the statements, Mr. Harding requested the administration to accommodate SGA's request to extend the Student Center's hours of operation. President Smith agreed that the hours should be extended and reported that the administration is working with ARAMARK on improvements to the Student Center, including a coffee shop and a convenience store, which will have the same hours of operation as the Student Center.

As a follow-up to a comment by Ms. Jeffery, President Smith reported that the women's basketball team is competing in the NCAA regional basketball playoffs. The team won its game last night in overtime and will face Delta State at 8:00 p.m. tonight. If the team wins the regional championship, it will travel to Wisconsin for the national playoffs. President Smith wished the team well.

F SENATE,

MEETINGS, FULFILLMENT OF BOARD TRAINING REQUIREMENTS, AND ANY OTHER OFFICIAL BOARD DUTIES. THE EXPENSE REIMBURSEMENT AUTHORIZED HEREIN MUST NOT EXCEED THE RATE ESTABLISHED FOR STATE EMPLOYEES FOR STATE TRAVEL REGULATIONS, INCLUDING SPECIAL TRAVEL AUTHORIZATION. THE BOARD ALSO AUTHORIZES THE PRESIDENT TO APPROVE THE REIMBURSEMENT OF TRAVEL EXPENSES OF BOARD MEMBERS THAT ARE IN CONFORMANCE WITH THIS POLICY.”

(2) **Legislative Audit Report** - In accordance with Act 4 of 1991, the Board of Trustees is required to review audit reports and the accompanying comments relating to publicly funded institutions. This Act requires that the Board take appropriate action relating to each finding and recommendation contained in the audit report.

A copy of the report was mailed to Board members with the agenda for this meeting. The following are the findings and recommendations.

AUDIT FINDINGS

Finding I: Reynolds Mi.rfor 0.0000 0.0000 c1gy000 0.00000 YhiHallt

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HAS REVIEWED AND ACCEPTS THE AUDIT REPORT FOR FISCAL YEAR 2001 AS PREPARED BY THE ARKANSAS LEGISLATIVE AUDIT DIVISION.”

- (3) Athletic Camps and Clinics

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES THE FOOTBALL STAFF TO CONDUCT THE CLINT CONQUE FOOTBALL CAMP AND A SERIES OF DAY CAMPS AND CLINICS DURING JUNE AND JULY 2002, AND FINDS THAT THE CAMPS AND CLINICS INVOLVE NO CONFLICT OF INTEREST WITH THE MISSION AND PURPOSE OF THE UNIVERSITY. THE CAMPS AND CLINICS WILL BRING TO CAMPUS A SIGNIFICANT NUMBER OF POTENTIAL STUDENTS, AND WILL GENERATE FOR THE UNIVERSITY REVENUES THROUGH RENTAL OF FACILITIES AND USE OF CAMPUS DINING FACILITIES; AND,

BE IT FURTHER RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY GRANTS PERMISSION FOR THE SCOTTIE PIPPEN BASKETBALL CAMP TO BE CONDUCTED ON CAMPUS JUNE 23-27, 2002 AND FINDS THAT THE CAMP INVOLVES NO CONFLICT OF INTEREST WITH THE MISSION AND PURPT23I-0.960NST0 TDT f00 TD-0000 0.00000 0.00000 1.00000 0.00

BE IT FURTHER RESOLVED: THAT EACH EMPLOYEE AUTHORIZED HEREUNDER TO CONDUCT OUTSIDE WORK FOR PRIVATE COMPENSATION ON OR IN CAMPUS FACILITIES IS TO, WITHIN 60 DAYS AFTER COMPLETION OF THE EMPLOYMENT, SUBMIT A COMPLETE FINANCIAL REPORT RELATING TO THE EMPLOYMENT TO THE CHIEF FINANCIAL OFFICER OF THE UNIVERSITY, WHO WILL SUBMIT TO THE BOARD OF TRUSTEES ON AN ANNUAL BASIS A SUMMARY OF ALL SUCH FINANCIAL REPORTS RECEIVED; AND

BE IT FURTHER RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING CHARGES TO BE PAID TO THE UNIVERSITY AS COSTS ASSOCIATED WITH OPERATING AND MAINTAINING THE FACILITIES TEMPORARILY DEVOTED TO THE CAMPS:

**Clint Conque Football Camp
June 3, 4, 5, 6, 14 & 15, 2002**

<u>Facilities:</u>	Use of athletic practice fields	=	\$1,000.00
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**Scottie Pippen Basketball Camp
June 23-27, 2002**

<u>Facilities:</u>	Four and one-half days in Farris Center and HPER Center @ \$740/day	=	3,330.00
	Farris Center Pool Fee @\$50.00/2hours	=	50.00
	Lifeguard for Swim Party @ \$6.00/hour per lifeguard (minimum 3 guards for 2 hours)	=	36.00

<u>Housing:</u>	Approx. 150 participants x 4 nights x \$9.25	=	5,550.00
	Approx. 13 counselors x 4 nights x \$12.75	=	663.00

<u>Food Services:</u>	Approx. 175 participants x 4 days x \$13.75	=	9,625.00
	6 books @ \$46 - ten (10) lunch tickets per book	=	276.00

**Support Services -
Continuing
Education:**

Approx. cost for 175 participants	=	1,935.00"
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(4) **HPER Center - Completion of Second Floor** - At the time Phase I of the HPER Center was constructed, funds were not available to complete the second floor. Now that the HPER Center has opened, use of the fitness center is very high and additional space is badly needed.

An architect has completed plans and a cost estimate of \$400,000 for the project. Funds are available to complete construction of the interior space on the second floor and the administration seeks authorization to proceed with this project.

**“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES
COMPLETION OF THE SECOND FLOOR OF THE HPER CENTER AT A**

Academic Assessment Committee

1. Purpose
The Academic

(6) **Conflict of Interest for Sponsored Programs (Board Policy No. 320)** - To more closely align university policy with current practices, the university compliance officer developed the attached revision to the conflict of interest policy governing sponsored programs. The revision has been reviewed by the Faculty Senate and the Council of Deans and has the endorsement of those bodies.

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY APPROVES THE FOLLOWING REVISION TO BOARD POLICY NO. 320, ‘CONFLICT OF INTEREST FOR SPONSORED PROGRAMS.’”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 320
Subject:

- 2) ~~**Immediate Family:** The investigator's spouse and dependent children as defined by the IRS.~~
- 3) ~~**Investigator:** The principal investigator, the co-principal investigators, and any other person at the University who is responsible for the design, conduct, or reporting of sponsored~~

~~interest managed, eliminated or reduced, at least on an interim basis, within 60 days of the identification.~~

- ~~7. If any failure of an investigator to comply with the University's conflict of interest policy should result in a bias to the design, conduct, or reporting of the sponsored research or sponsored educational act~~

IMPLEMENTATION

Federal

- (D) An equity interest that when aggregated for the investigator and the investigator's immediate family does not exceed \$10,000 in value and does not represent more than 5% ownership interest in any single entity;
- (E) Salary, royalties, or other payments that when aggregated for the investigator and the investigator's immediate family over the next twelve months, are not reasonably expected to exceed \$10,000; or
- (F) Any ownership interests in the university, if the university is an applicant under the Small Business Innovation Research program.

PROCEDURES

1. The Research Compliance Coordinator, Sponsored Programs Office, will be responsible for implementing this policy for the university.
2. Investigators must submit a financial disclosure statement before submitting a proposal for funding of scholarly activities. It is the responsibility of the principal investigator to name other persons on the project who meet the regulatory definition of Investigator. All financial disclosures must be updated during the period of the award, either on an annual basis or as new reportable Significant Financial Interests are obtained.
3. The financial disclosure statements shall be submitted to the Research Compliance Coordinator, Sponsored Programs Office, for review to determine whether a conflict of interest exists. Any statement revealing a possible financial conflict of interest shall be forwarded to the dean of the appropriate college.
4. The College Dean shall review the financial disclosure statement and determine whether an actual or potential conflict of interest exists. The dean will determine what conditions or restrictions, if any, should be imposed in order to manage, reduce, or eliminate the conflict of interest. The dean shall transmit the final determination in writing to the investigator, and supply a copy of the determination, financial disclosure statement, and action taken to the Research Compliance Coordinator, Sponsored Programs. The investigator shall comply with the determinations prior to the university's expenditure of any funds under the award.
5. Examples of conditions or restrictions that may be imposed to manage, reduce, or eliminate an actual or potential financial conflict of interest include:
 - (A) public disclosure of significant financial interest;
 - (B) monitoring of scholarly activity by independent reviewers;
 - (C) modification of the scholarly activity plan;

(D) disqualification

10. Records of all financial disclosure statements and all recommendations and actions taken concerning an actual or potential conflict of interest shall be maintained in the Research Compliance Office, Sponsored Programs Office, until at least three years after the termination or completion of the applicable sponsored scholarly activity award or the resolution of any government action involving the records.
11. The university will make information available, upon request, to the sponsor regarding all conflicting interests identified by the institution and how those interests have been managed, reduced, or eliminated to protect the scholarly activities from bias.
12. Failure of any university employee to comply with this policy shall constitute grounds for disciplinary action consistent with the faculty and staff handbooks, as applicable.

(7) **Academic Calendar for Fall 2002 through Summer 2003** - In order to serve the university community and provide the opportunity for university planning, the attached calendar has been developed. The calendar was reviewed and recommended by all appropriate councils and administrators.

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES HEREBY APPROVES THE FOLLOWING FALL 2002 THROUGH SUMMER 2003 ACADEMIC CALENDAR.”

**ACADEMIC CALENDAR
FALL 2002 THROUGH SUMMER 2003**

CALENDAR FOR FALL 2002
74 Days (69 Class - 5 Examination)

August 29, Thursday	Instruction begins
September 2, Monday	Labor Day Holiday
September 3, Tuesday	Instruction resumes
September 4, Wednesday	Last date to register
	Last date to add classes
	Last date to change from credit to audit or audit to credit
September 13 Friday	Final date to receive a refund for fall semester withdrawals and schedule adjustments
September 20, Friday	Final date to make degree application for December graduation
October 16, Wednesday	Mid-term grade report date
Nov 1, Friday	Final date to drop a course with non-punitive grade
Nov 4 - Nov 25	Advance Registration
November 27, Wednesday	Final date to officially withdraw from the University for the fall 2002 semester. Thanksgiving Holiday begins at Noon
December 2, Monday	Instruction resumes
December 7, Saturday	Final Exams - Saturday classes
December 9-13, Mon - Fri	Final Examinations - day and night classes
December 14, Saturday	Winter Commencement 10:30 a.m. (BUSN, EDUC, FA & COMM, GSMLA) 3:

CALENDAR FOR WINTER INTERSESSION, 2002-2003

15 Days (14 Class - 1 Examination)

December 16, Monday	Instruction begins
December 17, Tuesday	Last date to register
	Last date to add classes
	Last date to change from credit to audit or audit to credit
December 24 and 25	Holiday Break
December 26, Thursday	Instruction resumes
December 31 and January 1	Holiday break
January 2, Thursday	Instruction resumes
	Final date to drop a course with non punitive grade
January 10, Friday	Final examinations

CALENDAR FOR SPRING 2003

74 Days (69 Class - 5 Examination)

January 13, Monday	Instruction begins
January 16, Thursday	Last date to register
	Last date to add classes
	Last date to change from credit to audit or audit to credit
January 20, Monday	Martin Luther King, Jr. Day Holiday
January 21, Tuesday	Instruction resumes
January 31, Friday	Final date to receive a refund for spring semester withdrawals and schedule adjustments
February 7, Friday	Final date to make degree application for May graduation
March 5, Wednesday	Mid-term grade report date
March 19, Wednesday	Final date to drop a course with non-punitive grade
March 22-30, Sat-Sun	Spring Break
March 31, Monday	Instruction resumes
April 2- April 23	Advance Registration
April 18, Friday	Final date to officially withdraw from the University for the spring 2003 semester
April 26, Saturday	Final Exams - Saturday classes
April 28 - May 2, Mon-Fri	Final Examinations - day and night classes
May 3, Saturday	Spring Commencement
	10:30 a.m. (BUSN, EDUC, FA & COMM, GSMLA)
	3:00 p.m. (HLTH, LIB ARTS, SCI/MATH, UNIV COLL)

CALENDAR FOR MAY INTERSESSION 2003

14 Days (13 Class - 1 Examination)

May 12 , Monday	Instruction begins
May 13, Tuesday	Last date to register
	Last date to add classes
	Last date to change from credit to audit or audit to credit
May 23, Friday	Final date to drop a course with non-punitive grade
May 26, Monday	Memorial Day holiday
May 27, Tuesday	Instruction resumes
May 30, Friday	Final examinations

CALENDAR FOR SUMMER 2003

24 Days (23 Class - 1 Examination) - First Summer Session

25 Days (24 Class - 1 Examination) - Second Summer Session

49 Days (48 Class - 1 Examination) Ten Week Summer Session

June 2, Monday	Instruction begins for the Ten Week Summer Session and the First Summer Session
June 4, Wednesday	Last date to register, add classes, change from credit to audit or audit to credit for Ten Week Summer Session and First Summer Session
June 6, Friday	Final date to receive a refund for Ten Week Summer Session and First Summer Session withdrawals and schedule adjustments
June 20, Friday	Final date to make degree application for August graduation
June 27, Friday	Final date to drop a course with non-punitive grade
	Final date to withdraw from the University for the First Summer Session
July 3, Thursday	Final examinations for First Summer Session
July 4, Friday	Independence Day
July 7, Monday	Instruction begins Second Summer Session
July 9, Wednesday	Last date to register, add classes, change from credit to audit, audit to credit for the Second Summer Session
July 11, Friday	Final date to receive a refund for Second

Estes Stadium - Renovation of East Stands -

Student Health Fee (Board Policy No. 630, “General Registration and Other Fees”) -

Currently, only students enrolled for fall and spring semesters pay the student health fee. This fee is \$5.00 per semester. Students enrolled during summer school and the May intersession do not pay the student health fee, but are able to utilize the services of Student Health. To assist with the ever-growing financial burden of providing student health care, the Division of Student Services has recommended that summer school students and May intersession students be assessed a student health fee. The recommended fee is \$1.00 for May intersession, \$2.50 for Summer I, \$2.50 for Summer II, and \$5.00 for the 10-week summer session.

The following resolution was unanimously adopted upon motion by Mr. Roussel with a second by Dr. Stanton:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE STUDENT HEALTH FEE STATED ABOVE AS AN AMENDMENT TO BOARD POLICY NO. 630, ‘FEES - GENERAL REGISTRATION AND OTHERS,’ EFFECTIVE WITH THE MAY 2002 INTERSESSION.”

Fees - Continuing Education (Board Policy No. 631) - The Division of Continuing Education proposes revision of Board Policy 631 to include fees for Asynchronous Traditional Delivery Courses (formerly “correspondence study”) and an increase in the per-session fee for the Community Development Institute.

The inclusion of fees for asynchronous courses delivered through traditional methods is necessary to allow such delivery format to continue for courses until they are revised in web-based format as called for in the redeveloped program. A recent review of tuition for similar programs at other Arkansas institutions indicates that ~~the~~ proposed course r000 Tw(otSoompeion f)r similar progra

“BE IT RESOLVED: THE BOARD OF TRUSTEES HEREBY APPROVES THE FOLLOWING REVISIONS TO BOARD POLICY NO. 631, ‘FEES - CONTINUING EDUCATION.’”

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 631
 Subject: Fees - Continuing Education
 Date Adopted: 12/75 Revised: 8/89, 4/90, 4/92, 3/93, 3/94 5/95, 8/96, 8/97, 2/00, 8/00, 05/01

Students enrolling in credit classes offered through the Division of Continuing Education will pay general registration fees based on the current Board approved rates for regularly enrolled students as provided for in Board Policy No. 630. Students enrolling in Continuing Education classes will incur general registration fees on a per hour basis. However, unlike regularly enrolled students whose general registration fees reach the maximum charge at twelve credit hours, Continuing Education hours are not limited to a maximum charge. If a student is enrolled simultaneously in Continuing Education and regular on-campus classes, the Continuing Education hours are not included in the calculation to determine the maximum charge.

Students enrolling in on-campus credit classes offered through the Division of Continuing Education will also pay additional mandatory fees based on the current Board approved rates for regularly enrolled students as provided for in Board Policy No. 630. These students will pay the semester's mandatory fees at the same rates as that of a regular full-time student. If a student is enrolled simultaneously in Continuing Education and regular on-campus classes, the mandatory fees will not exceed the full time (twelve hour) charge.

Students enrolled in health sciences classes offered through Continuing Education, either on campus or off campus, will pay the same per credit hour health sciences course fee as students who are enrolled in regular on-campus health science classes as provided for in Board Policy No. 639.

Students enrolled in distance education courses will pay an additional distance education fee necessary to cover the costs of delivering instruction through telecommunications systems as provided for in Board Policy No. 648.

Extended Learning (~~Asynchronous Web-Based~~)

The payment schedule for extended learning courses is as follows:

REGISTRATION FEE (FOR IN-STATE AND OUT-OF-STATE RESIDENTS)

Extended Learning (Asynchronous Web-Based)

\$120 PER UNDERGRADUATE CREDIT HOUR

\$190 PER GRADUATE CREDIT HOUR

Extended Learning (Asynchronous Traditional Delivery)

\$74 PER UNDERGRADUATE CREDIT HOUR

COURSE RENEWAL FEE - \$120 PER COURSE
 COURSE EXCHANGE FEE - \$120
 TOTAL INSTRUCTOR PAY - \$65 PER STUDENT FOR THREE SEMESTER HOUR
 COURSE (\$27 UPON ENROLLMENT, \$38 UPON COMPLETION)
 FACULTY WILL BE ASSIGNED NO MORE THAN 120 STUDENTS PER YEAR, WITH
 NO MORE THAN 40 STUDENTS AT A GIVEN TIME.
 COURSE REVISION/ADDITION FEE PAYMENT TO FACULTY -
 \$400 PER 3-HOUR COURSE REVISED
 \$500 PER 3-HOUR COURSE ADDED
 REFUND POLICY -
 WITHIN FIRST MONTH - 65% OF FEE
 WITHIN SECOND MONTH - 50% OF FEE

Late Payment on External Contracts

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

Community Development Institute Revised 5/97

A registration fee of ~~\$450.00~~ \$500 per session will be charged for individuals enrolling in the Community Development Institute.

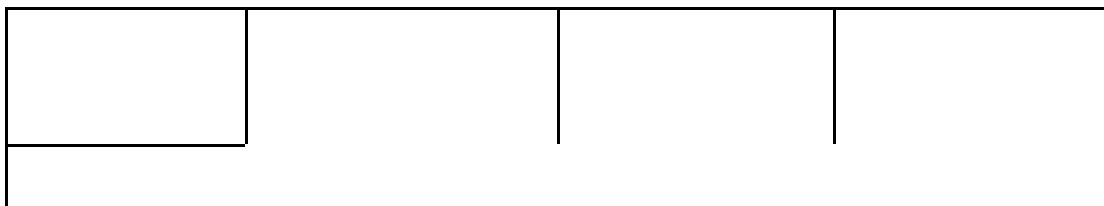
Not-for-Credit Fees

The administration is responsible for establishing other fees and charges for not-for-credit conferences, seminars, training and community education classes that the Division of Continuing Education originates and sponsors.

Alumni Association Discount

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

Fees - General Administrative (Board Policy No. 634) - Currently, all students who register for classes after the



Food Service Contract (Board Policy No. 633) - President Smith and Mr. McLendon presented this item and responded to questions from Board members.

The university has received from ARAMARK, Inc. a food service proposal for the 2002-2003 contract year. The proposed contract provides for a rate increase of 3% for the meal plans for fall and spring terms and 2.7% for summer sessions in 2003. Part of the increase for the fall and spring terms is to add a new concept on the south serving line of the cafeteria. The rate increases for summer camps and casual meals in the cafeteria range from 2.0% to 2.5%.

The commission paid for off-campus special groups will remain at approximately 15%. The commission paid on casual meals in the cafeteria, and the non-boarders meal plan will remain at 12%. ARAMARK, Inc. will pay the university a 13% commission on all board plan declining balance sales and on catered events, 12% on all non-board plan declining balance sales, and 10% on all inclining balance sales.

The university will continue to contract with ARAMARK, Inc. for the operation of its food court in the Student Center and snack bar in Burdick Business Administration Building. ARAMARK, Inc. will pay the university 7% of sales in the Pizza Hut, 10% of sales in Chick-Fil-A, 5% of sales in the planned C-Store (a convenience-store concept), 10% in the planned Java City, and 13% of sales for all other cash operations.

The university currently grants to ARAMARK, Inc. the exclusive right to operate the concessions in Estes Stadium, Farris Center, and Farris Field. It is recommended that this contract be extended from June 1, 2002, through May 31, 2003, with payment to the university of 32% for football events and 27% for non-football events, the same rate as 2001-2002.

The rates for 2002-2003 are as follows:

<u>TERM</u>	<u>MEAL PLAN*</u>	<u>2001-2002</u> <u>RATES</u> <u>PER DAY</u>	<u>2002-2003</u> <u>RATES</u> <u>PER DAY</u>	<u>INCREASE</u> <u>%</u>
Fall & Spring	Unlimited**	\$5.29	\$5.45	3%
	Any 19 meals	\$4.99	\$5.14	3%
	Any 15 meals	\$4.67	\$4.81	3%
	Any 10 meals	\$4.49	\$4.62	3%
	Any 7 meals	\$3.66	\$3.77	3%
	with \$125.00			

<u>GROUP</u>	<u>MEAL</u>	<u>2001-2002</u> <u>RATES</u> <u>PER DAY</u>	<u>2002-2003</u> <u>RATES</u> <u>PER DAY</u>	<u>AMOUNT</u> <u>TO UCA</u>	<u>INCREASE</u> <u>%</u>
Casual Meals	Breakfast	\$3.95	\$4.05	\$0.47	2.5%
	Lunch	\$4.60	\$4.71	\$0.55	2.5%
	Dinner	\$4.65	\$4.77	\$0.56	2.5%
	Special	\$5.70	\$5.84	\$0.68	2.5%

<u>GROUP</u>	<u>MEAL</u>	<u>SUMMER</u> <u>2002</u> <u>RATES</u> <u>PER DAY</u>	<u>SUMMER</u> <u>2003</u> <u>RATES</u> <u>PER DAY</u>	<u>AMOUNT</u> <u>TO UCA</u>	<u>INCREASE</u> <u>%</u>
Off Campus	Breakfast	\$3.42	\$3.49	\$0.51	2%
Special Groups	Lunch	\$4.17	\$4.25	\$0.63	2%
	Dinner	\$4.17	\$4.25	\$0.63	2%
	Brunch	\$4.17	\$4.25	\$0.63	2%

Su

10% for declining balance for non-boarders
 10% for inclining balance
 32% for Football Athletic Concessions
 27% for Non-Football Athletic Concessions
 10% for Java City
 05% for the C-Store

- * All meal plans have the option of adding a \$50.00 declining balance and the commission to the university will remain the 13% already paid on declining balances.
- ** Optional and not covered by university scholarships.

During discussion, Mr. Harding requested that Mr. McLendon meet with the food service director and the president of the Student Government Association regarding student concerns and requests.

Following discussion, the following resolution was unanimously adopted upon motion by Mr. Harding with a second by Mr. Womack as an amendment to Board Policy No. 633, "Food Service Contract":

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO ENTER INTO A ONE-YEAR CONTRACT WITH ARAMARK, INC., WITH RATES AS SHOWN IN THE CHART ABOVE, THEREBY AMENDING BOARD POLICY NO. 633, 'FOOD SERVICE CONTRACT'";

BE IT FURTHER RESOLVED: THE BOARD OF TRUSTEES AUTHORIZES THE ADMINISTRATION TO ENTER INTO A ONE-YEAR CONTRACT WITH ARAMARK, INC., FOR THE OPERATION OF THE FOOD COURT IN THE STUDENT CENTER AND SNACK BAR IN BURDICK BUSINESS ADMINISTRATION BUILDING, PROVIDING THAT ARAMARK, INC., WILL PAY THE UNIVERSITY 7% OF SALES IN THE PIZZA HUT, 10% OF SALES IN CHICK-FIL-A, 10% OF SALES FOR JAVA CITY, 5% OF SALES FOR C-STORE, AND 13% OF SALES FOR ALL OTHER CASH OPERATIONS FOR THE PERIOD OF JUNE 1, 2002 THROUGH MAY 31, 2003, AND FOR THE OPERATION OF ATHLETIC CONCESSIONS AT ESTES STADIUM, FARRIS CENTER, AND FARRIS FIELDS FOR THE PERIOD BEGINNING JUNE 1, 2002 THROUGH MAY 31, 2003, PROVIDING ARAMARK, INC., WILL PAY THE UNIVERSITY 32% OF GROSS SALES FOR FOOTBALL EVENTS AND 27% OF GROSS SALES FOR NON-FOOTBALL EVENTS."

Un

Housing (Board Policy No. 632) - The following resolutions regarding housing rates for 2002-2003 were unanimously adopted upon motion by Dr. Stanton with a second by Mr. Harding:

1. **Room and Board Rates for 2002-2003**

The current room and board charge is \$1,745 per semester if the student is in a double occupancy room and on the 19-meal plan. An increase will be needed for the standard board plans to cover the ARAMARK contract. An increase is also recommended for the residence hall room rates. Both ARAMARK and the Department of Housing & Residence Life are working diligently to keep costs to a minimum. An increase is needed to continue to upgrade the residence halls by making the needed improvements/repairs and for salary adjustments for student and professional staff. The total proposed room and board rate for 2002-2003 is \$1,800.00, or an overall increase of approximately 3%.

For the 2001-02 school year, housing has experienced an annualized occupancy of approximately 96.8%, a 02.8% increase over 2000-01. Housing applications are up from this time last year and Housing should maintain a high occupancy rate for 2002-2003.

The standard meal plans for 2002-2003 are the same as 2001-2002. The option of unlimited meals and declining balance with the standard meal plans will be offered again in 2002-2003 as well as the \$700.00 all declining balance for students in university-owned houses and apartments leased by the University. ~~Here is a second by Mr. Hauble~~

Summer Terms 2003

Any Hall (Double Room)	\$ 325.00 per semester	(\$ 315.00)
Any Hall (Private Room)	\$ 435.00 per semester	(\$ 420.00)

Summer Conferences 2003

Youth Rate (Double)	\$ 9.50 per semester	(\$ 9.25)
Adult Rate (Double)	\$ 13.10 per semester	(\$ 12.75)
Adult Rate (Single)	\$ 18.00 per semester	(\$ 17.50)
UCA Student Groups	\$ 6.50 per semester	(\$ 6.50)

BOARD RATE SCHEDULE**Fall & Spring 2002-2003**

Any 19-meal per week	\$ 775.00 per semester	(\$ 750.00)
Any 15-meal per week	\$ 750.00 per semester	(\$ 730.00)
Any 10-meal per week	\$ 730.00 per semester	(\$ 710.00)
Any 7-meal with \$125 declining balance	\$ 745.00 per semester	(\$ 725.00)

Optional Meal Plans

Unlimited meals	\$ 835.00 per semester	(\$ 810.00)
19 meals + \$50.00	\$ 825.00 per semester	(\$ 800.00)
15 meals + \$50.00	\$ 800.00 per semester	(\$ 780.00)
10 meals + \$75.00	\$ 805.00 per semester	(\$ 785.00)

Summer 2003

Any 19-meals per week	\$ 280.00 (5 week term)	(\$ 270.00)
Any 15-meals per week	\$ 255.00 (5 week term)	(\$ 245.00)

2. **Baldrige Apartments Rental Rates for 2002-2003**

The rental fee for Baldrige Apartments has been increased only four times since the university began operating the complex in 1992. Because of rising maintenance costs, a moderate increase is needed for 2002-2003.

"BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES THE FOLLOWING MONTHLY SCHEDULE OF BALDRIDGE APARTMENT RATES FOR THE 2002-2003 BUDGET YEAR, EFFECTIVE JULY 1, 2002, THEREBY AMENDING BOARD POLICY NO. 632, 'FEES - ROOM AND BOARD.'"

RENT FOR BALDRIDGE APARTMENTS

<u>Apartment</u>	<u>2002-2003</u>	<u>(Current)</u>
2003 Bruce #1	\$465.00	(\$435.00)
2003 Bruce #2	\$445.00	(\$435.00)
2003 Bruce #3	\$395.00	(\$385.00)
2003 Bruce #4	\$395.00	(\$385.00)
2003 Bruce #5	\$395.00	(\$435.00)
2005 Bruce #A	\$445.00	(\$435.00)
2005 Bruce #B	\$445.00	(\$435.00)
2005 Bruce #C	\$445.00	(\$435.00)
2005 Bruce #D	\$445.00	(\$435.00)
229 Elizabeth #1	\$445.00	(\$435.00)
229 Elizabeth #2	\$445.00	(\$435.00)
229 Elizabeth #3	\$445.00	(\$435.00)
229 Elizabeth #4	\$445.00	(\$435.00)
229 Elizabeth #5	\$445.00	(\$435.00)
229 Elizabeth #6	\$445.00	(\$435.00)
229 Elizabeth #7	\$445.00	(\$435.00)
229 Elizabeth #8	\$445.00	(\$435.00)

EXECUTIVE SESSION

Executive session, for the purpose of considering personnel matters, was unanimously declared upon motion by Mr. Harding with a second by Mr. Womack.

OPEN SESSION

The following resolution was unanimously adopted upon motion by Mr. Harding with a second by Mr. Roussel:

“BE