

The Board of Trustees of the University of Central Arkansas convened in regular meeting Friday, October 3, 2003, at 2:00 p.m. in the Fireplace Room in McCastlain Hall with the following officers and members present:

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

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

MINUTES

Minutes of the August 26, 2003, Board meeting were unanimously approved as circulated upon motion by Mr. Sims with a second by Mr. Erstine.

INTRODUCTIONS

President Hardin recognized students from UCA and UALR who attended the meeting as a class assignment.

PRESIDENT'S REPORT

Financial Report for Fiscal Year 2002-2003 - President Hardin reviewed the university's financial report.

President Hardin reported that \$1,000,000 in private money has been raised for the UCA Foundation in the past 60 days. This amount is in addition to normal gifts to the Foundation.

Summertees o

Athletic Camps

<u>Revenues:</u>	<u>Football</u>	<u>Baseball</u>	<u>Women's Basketball</u>
Sponsorships	\$ 1,500		
Camp Revenues	\$ 8,483	\$ 4,165	\$17,130
Total Revenues	\$ 9,983	\$ 4,165	\$17,130

<u>Expenses:</u>			
Camp Supplies	\$ 1,823	\$ 376	\$ 4,226
Camp Salaries	\$ 6,225	\$ 3,260	\$ 6,680
Contract Labor	\$ 925	\$	\$ 3,100
Insurance	\$ 196	\$ 150	\$ 528
Miscellaneous	\$ 950	\$ 240	\$ 684
Total Expenses	\$10,119	\$ 4,026	\$ 15,218

Number of Participants	138	41	318
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Housing Occupancy - A housing occupancy report dated September 12, 2003, was given to Board members. President Hardin stated that he will schedule a Board retreat later in the month to discuss housing and parking.

President Hardin reported that the City of Conway is discussing the possibility of widening Donaghey Avenue to four lanes. President Hardin expressed his concern about students crossing four lanes of traffic and requ5 lanes of

Transfer of Funds to the Board of Trustees Endowment Fund - In accordance with Board

studies. Other prospective students may have no previous college experience. The curricula for the certificate and the BS degree in the treatment option are designed to meet the 270 clock-hour education requirement for eligibility to sit for the certification examination in alcohol and drug counseling. The Department of Health Sciences is the largest academic unit of its type in Arkansas, and is well-positioned to mount this program. For more than 30 years, Health Sciences faculty have trained health professionals who work in clinics, community and state agencies and schools. Undergraduate offerings include BS degrees in Health Education, Community Health and Health Sciences. The degree program in Health Sciences provides specialized tracks in health services administration and gerontology. UCA is the single largest provider of health workers in the state, awarding almost half (47%) of all graduate degrees for health professionals and over a third (34%) of all health-related undergraduate degrees.

If approved, the program could be implemented as early as January, 2004. Start-up and first-year costs for the proposed degree program are estimated at \$67,150, and expected annual revenue will be \$75,400. The proposed program will be compliant with accreditation standards of the Higher Learning Commission of the North Central Association.

General Description of the Degree Program: The Bachelor of Science in Addiction Studies is a four year degree program consisting of 124 credits. This is a dual track program with one track in prevention and one in treatment. Course requirements for both the prevention and treatment tracks include: 47 credits of general education; nine (9) credits of core courses; and 17 credits of related requirements. The Prevention Track includes 25 credits of required courses and the Treatment Track includes 29 credits of required course work. The remaining credits (26 or 22) may be completed as a declared minor or from recommended courses selected with approval of the departmental advisor. The 27 credit certificate program includes new courses that have been developed for the treatment track in the BS program in Addiction Studies and one core course from the treatment track (HSC 4312, Drug Education).

New Courses:

Existing offerings will fulfill core and related course requirements for the prevention track. For the treatment track, there are two existing and seven new courses.

6. NEED FOR THE PROGRAM

There is strong demand for prevention specialists and treatment counselors. Arkansans are among the least healthy people in the United States. The age-adjusted death rate for Arkansans is 13% higher than the national average. In fact, one leading national index rated the state last in overall health and access to health care. Most of the illnesses Arkansans suffer are chronic diseases related to individual health practices and are preventable. The proposed program will produce prevention specialists to organize population-focused and community-based efforts to resolve some of the state's most critical health problems.

incarceration, are drug related. These efforts are especially important in facilities housing first and second offenders where rehabilitation has the greatest potential for positive results.

To determine career opportunities and enrollment projections for prevention specialists a similar survey was completed with a sample of eight administrators from the 13 Prevention Centers in Arkansas. Administrators interviewed estimated that at a minimum, two new prevention specialists would be employed annually at each center.

Based on survey results it is estimated at least 20 students would enroll annually during the first three years of the program.

PROGRAM COSTS

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Faculty Resources:

Two additional faculty members will be required to offer this1.0cmA progrTj3401200 0.0000 TD(eam.)On

Emogene Fox, Ed.D., Professor and Chair of the Department of Health Sciences. She has published books and numerous articles in tier 1 journals in health education. She has received more than one million dollars in grants from government and private sources. Her specialties are in administration and health education programs in worksite/medical care settings. She has thirty-two years of teaching experience.

Jane Lammers, Ed.D., Professor of Health Sciences. Dr. Lammers joined UCA's faculty in 1977. She has published with consistency and has a strong record in grantsmanship. Her specialties are foundations of health sciences, drug education, and theory/practice of prevention. She serves on an advisory committee for the Mid-South Summer School for substance abuse professionals. Dr. Lammers was recognized as Outstanding Prevention Practitioner in 2002 by the Arkansas Prevention Practitioners Association.

Gary Lewers, Ph.D., Associate Professor of Health Sciences. Dr. Lewers's areas of expertise are environmental and international health, multicultural studies, and gerontology.

Betty Hubbard, Ed.D., Professor of Health Sciences. A UCA faculty member since 1980, Dr. Hubbard has authored numerous books and articles and is the recipient of several grants. Dr. Hubbard received the UCA Teaching Excellence Award in 1991. Her expertise is in curriculum and instructional methodology and human sexuality.

Jacque Rainey, Dr.PH., Associate Professor of Health Sciences and Interim Associate Dean in the College of Health and Applied Sciences. A member of UCA's faculty since 1994, Dr. Rainey's terminal degree is in public health. Her areas of specialization include epidemiology, research, planning and evaluation. Dr. Rainey has published numerous articles in refereed professional journals, has a strong record in grants and regularly presents papers at national professional meetings.

Felicia Taylor, MS, Assistant Professor of Health Sciences in the College of Health and Applied Sciences. A member of UCA's faculty since 2002, Ms Taylor is scheduled to complete doctoral requirements in late summer or early fall, 2003. Her areas of specialization include multi-cultural studies, women's health issues, and preventive health.

The proposal calls for employment of two additional faculty with expertise in addiction studies and drug abuse counseling.

9. DESCRIPTION OF RESOURCES

New Library Resources and Costs

The majority of courses for the proposed program are already in place, thus current Torreyson Library holdings will adequately support the new program. Torreyson Library, a facility of approximately 110,780 square feet, has more than a million holdings, including 538,836 volume

New Library Resources and Costs

The majority of courses for the proposed degree program are already in place and library holdings will adequately support the new program. (See Section 9 for a detailed description of Torreyson Library resources.)

New/renovated facilities and costs

There will be no additional costs for renovation or construction of new facilities.

New Instructional Equipment and Costs

There will be no additional costs for instructional equipment.

Distance Delivery Costs (if applicable)

For the limited number of courses that will be taught with on-line instruction components, personnel costs for distance delivery were incorporated into the summer school instructional budget. Income received beyond expenditures will pay for hardware, software, and technology support.

Other New Costs (Graduate Assistants, Secretarial Support, Supplies, Faculty Development, Faculty/Students Research, etc.)

Since the majority of courses for the proposed degree program are already in place, and faculty development is included in the operating budget, no additional costs for personnel support are anticipated.

11. NEW SOURCES OF FUNDING

Tuition and Fees

Assuming enrollment of an average of 20 students annually, a revenue projection of \$75,400 is expected in year one, with estimated expenditures of \$67,150. As shown in the proposed budget, this will yield a net gain of \$8,250 in year one. No additional sources of revenue will be required.

12. ORGANIZATIONAL CHART REFLECTING NEW PROGRAM

President! Provost! CHAS Dean! Health Sciences Department Chair! Degree Programs! Bachelor of Science in Addiction Studies

**Estimated Budget for B.S. Degree and
Certificate Program in Addiction Studies**

EXPENDITURES	Year One	Year Two	Year Three

Shannon, Inc. Apartment Complex Acquisition (Stadium Park) - The Board of Trustees approved the lease/purchase of Mansard Apartments from Shannon Inc. on February 21, 2003. At

Christian Cafeteria Renovation and Expansion - Christian Cafeteria was constructed in 1969 with a seating capacity of approximately 500. Since then, the facility has had one expansion and several minor renovations. Currently, the cafeteria has seating capacity for approximately 650 guests. In recent years, housing occupancy has increased significantly, which necessitates another renovation and expansion of Christian Cafeteria. For the Fall 2003 semester, the university is housing over 3,200 students in university-owned or -leased facilities.

The proposed renovation and addition to Christian Cafeteria will begin on a limited basis during Spring 2004, with the facility being closed during Summer 2004. The new facility will seat approximately 1,000 and include major improvements in all infrastructure components. A campus-wide committee will be established to assist with coordination of services and summer conferences. Several temporary food-service locations will be needed during Summer 2004.

The improvements to Christian Cafeteria will be primarily funded by ARAMARK Corporation, which will be allowed to amortize their investment over a 15- to 20-year period. If the contract with ARAMARK is not renewed during this period, the new vendor will be required to fund the

HPER Center Addition - In accordance with Board Policy No. 407, "Capital Projects," the following capital project proposal is submitted to the Board for its consideration.

The university architect has reviewed the feasibility of an addition to the HPER Center that would allow an additional basketball court to be used initially as a group-exercise studio. This area can be used as a basketball court when necessary.

The addition will provide:

1. An estimated 10,000 square feet to the facility;
2. A much needed group-exercise studio area;
3. An area that can be designated as an additional basketball court; and
4. More flexibility for future design

paid to the university, the maximum projected cost for this change is \$20,000 per semester assuming half of the 1,100 off-campus students utilize the \$500 declining balance option.

Following discussion, during which Barbara Anderson, Vice President and Executive Assistant to the President, responded to questions from Board members, the following resolution was unanimously adopted upon motion by Mrs. Bassett with a second by Mr. Roussel:

“BE IT RESOLVED: THAT THE BOARD OF TRUSTEES APPROVES AN AMENDMENT TO BOARD POLICY NO. 632, ‘FEES - ROOM AND BOARD,’ TO ESTABLISH A \$500.00 APARTMENTS DECLINING BALANCE OPTION.”

University Council - On May 9, 1997, the Board of Trustees established the University Council on a trial basis of one year. The first year was deemed successful and the Council was established as a permanent entity on May 8, 1998, by action of this Board.0400 00’

Fees - Health, Physical Education, Recreation (HPER) Center and Farris Center Pool
(Board Policy No. 647 - HPER Center Fees - Based on changes made in May 2003 to Board Policy No. 630, "Fees – General Registration and Others," minor changes are needed in Board Policy No. 647, "Fees – Health, Physical Education, Recreation (HPER) Center and Farris Center Pool," to

UNIVERSI

Faculty and Staff:

Employee/Retiree only*	Fringe benefit paid
Spouse(fall and spring)	\$48.00 52.00
Spouse (summer terms)	\$36.00
Family(fall and spring)	\$72.00 78.00
Family (summer terms)	\$54.00
Single-Parent Family (fall and spring)	\$24.00 26.00
Single-Parent Family (summer terms)	\$18.00
HPER locker rental	\$ 5.00 10.00 (annual per locker)

*For purposes of this policy, employees enrolled in courses offered by the university will be assessed the fee as per Board Policy #623 and #630.

University Affiliates:

College Square - The fees for residents of College Square shall be the same as those assessed for current full-time students.

EXECUTIVE SESSION

Executive Session, for the purpose of considering and discussing personnel matters, was unanimously declared upon motion by Mr. Sims with a second by Dr. Stanton.

OPEN SESSION

Open session was declared by Mr. Harding.

ADJUSTMENTS:

Barbara Biljan, Library, Library Laboratory Instructor, change from half-time to eighty percent time, change salary, effective September 5, 2003.

Terry James, change from Associate Provost/Title 3 to Graduate School/Title 3, change title from Interim Director Academic Planning and Assessment/Director of Special Programs to Interim Associate Dean/Director of Special Programs, effective July 1, 2003, no salary change.

Carl Olds, University College, Instructor, change salary, effective August 16, 2003 for one academic year, non-tenure track.

APPOINTMENTS:

Jennifer Deering, Writing and Speech, Instructor, effective August 18, 2003, non-tenure track.

Janece Glauser, Writing and Speech, Instructor, effective August 18, 2003, non-tenure track.

Julia Hendrickson, Accounting, Instructor, effective September 1, 2003, non-tenure track.

Austin Lovenstein, University College, Instructor, effective August 16, 2003, non-tenure track.

Shawn Smith, Writing and Speech, Instructor, effective August 18, 2003, non-tenure track.

RESIGNATIONS AND/OR NON-REAPPOINTMENTS:

Chi-Kan Chen, Mathematics May 31, 2003

John Roy, Computer Services September 30, 2003

ADDENDUM:

ADJUSTMENTS:

Larry Lawrence, Physical Plant, change title from Assistant Director to Interim Director, change salary, effective September 1, 2003.

Cassandra McCuien-Smith, Purchasing, Director, change salary, effective October 1, 2003.

ADJUSTMENTS /APPOINTMENTS FROM GRANT FUNDS:

Michael Scoles, Psychology, Assistant Professor, adjust salary for ADE grant, effective September 1, 2003.

Mr. Harding congratulated President Hardin on his successful first year as President. Mr. Harding also expressed his appreciation to the Student Government Association and Faculty and Staff Senates.

Mrs. Bassett moved to allocate \$15,000 from the Board of Trustees Endowment Fund to the Student Government Association for furniture and equipment for the Registered Student Organization Resource Center. The motion was seconded by Mr. Sims and passed unanimously.

Election of Officers - Mr. Sims expressed his appreciation to Rush Harding for an excellent job as Chair of the Board, especially during the period of transition. **Mr. Sims then nominated Mr. Kelley Erstine as Chair of the Board, Mr. Scott Roussel as Vice Chair, and Dr. Michael Stanton as Secretary for 2003-04. The nominations were seconded by Mr. Harding and passed unanimously.**

There being no further business to come before the Board, the meeting was adjourned by Mr. Harding.

Mr. Rush Harding, Chair

Mr. Scott Roussel, Secretary

JULIA ROBISON, PRESIDENT
STAFF SENATE

**Board Meeting Address
October 3, 2003**

Introduction

Special Thanks

Hyper Fee, Tuition Fee Waiver & salary increases

Staff Concerns

Increased enrollment/staffing

Traffic on campus

Inclement Weather Policy

Brief update on Senate Activities

Reception for new employees

Campaign to get staff involved with Senate

-Recruiting volunteers

-Sponsored Health Day

-More staff development

Closing

Carl Frederickson

President of the Faculty Senate

Remarks to the UCA Board of Trustees

October 3, 2003

A little over one year ago, a new president brought an optimistic atmosphere to the campus of the University of Central Arkansas. The faculty have watched the transition to the new administration with enthusiasm and interest. One of the first tests of the President Hardin's administration was the decision on the procedure to be used in choosing the current Provost. Faculty were reassured with President Hardin's decision (after consultation with the faculty senate) to proceed with a national search for the position. This is one of the first examples of the respect given to the faculty by the present administration. During this leadership transition, the university was dealing with budget cuts coming from the state government. Money for instructional equipment, raises, and faculty development were severely limited due to these cuts. None the less, faculty as a whole were more optimistic than they had been in years.

We have now gone through one full calendar year with Lu Hardin at the helm. In that year; the AAUP sanction has been lifted, the university has seen a significant increase in enrollment, faculty will receive an across the board raise this month, and equity issues are *beginning* to be addressed. The University is moving forward.

What do we need to do to continue to move forward? Issues are beginning to surface with regard to the increased enrollment. Faculty teaching loads have been increased, at least temporarily, to accommodate the increased number of students. New faculty lines will be required to relieve this pressure on faculty. Discussion of the appropriate mix of tenure and non-tenure faculty lines will be needed to assure the health of the academic environment as enrollment increases.

Increased graduate enrollment is also a goal of the administration. This entails new considerations for the distribution of faculty efforts. A graduate program requires lower student-instructor ratios than undergraduate programs. Teaching loads will need to reflect the increased research efforts required to support graduate students. While graduate assistants can be used to mediate faculty teaching loads, we must be careful to maintain the quality of faculty involvement in undergraduate instruction that has historically been one of UCA's biggest advantages over more research intensive institutions. We must be very careful to avoid creating a two tier faculty with one tier relegated to undergraduate instruction and the second tier focused on graduate instruction.

Increased enrollment has increased the pressure on limited instructional resources. Our graduates must compete in a marketplace that places increasing importance on the use of technology for efficiency. UCA must reflect this in the instruction that we offer. An increasing number of faculty are committed to the use of technology for the presentation of material and the receipt of student

Student Government Association
Board of Trustees Meeting
October 3, 2003

SGA worked diligently to put students first during the summer, SGA held a Summertime Sizzle for summer school housing residents, in which Pres. and Mrs. Hardin, Mrs. Anderson, Mr. Gillean, and other university faculty and staff barbecued at the event.

On September 19th, SGA sponsored the 4th annual Friday Night Hype. This event gives students a reason to stay on campus during the weekend. We also handed out back the bears t-shirts at this event to promote school spirit.

Also, SGA has focus on technology. Recently, we opened the SGA computer lab in the student Center to address the need for more computer access on campus. We also, held our first online elections, which we are considering a success.

The last thing I would like to inform you about is that last weekend, Pres. Hardin, Mr. Williams, Senator Gilbert Baker, and Mrs. Amy H. Amy, a professor in the writing and speech department spoke to senate at our annual retreat. We learned about ethics, parliamentary procedure, and government legislature. Most importantly, we set our top ten goals of the school year.

Those goals include: **Establishing a Registered Student Organization Resource Center**, which involves an office space with a copier, computers, and filing space for registered student organizations to use, **Expanding Health Services, Purchasing and Placing Spirit Signs/Flags Around Campus or on Light Poles, Increasing Governmental Relations between Students and Legislators, Evaluating Emergency Procedures Through a Campus Wide Disability Assessment, a 24-Hour Accessible Study Area, Increasing Voting Participation in SGA Elections, Campus Beautification**, which includes purchasing more recycling bins, and trashcans, and making students more aware of littering issues on campus, and **SGA Visibility, and Publicizing SGA** through press releases, brochures, newsletters, and advertisement of our website, and increasing campus involvement on the weekends.

SGA held our first senate meeting last Monday, and one of the items that SGA discussed is the university council decision on a smoke free campus. SGA voted not to support this proposal, but is doing further research and surveys regarding the students' views.

SGA is looking forward to a great year and is dedicated to continuing to look for ways to improve UCA. In closing, I would like to encourage all of you to visit our website at <http://www.uca.edu/sga> to find current information on SGA.

Ortavius Wright
2003-2004 SGA President