

UNIVERSITY OF CENTRAL ARKANSAS
BOARD POLICY

Policy Number: 200

Subject: Organization and Duties of the Board of Trustees

Date Adopted: 06/69 Revised: 09/76, 11/93, 08/11, 12/11, 02/14

Organization and Scope

The University of Central Arkansas forms a single-administrative unit and, pursuant to Arkansas law, is a body politic and corporate.

The Board of Trustees has seven members. Each member is appointed by the governor, by and with the advice and consent of the Senate. Each member of the board serves for seven years beginning on January 15 and ending January 14 of the final year. Within 10 days following an appointment, the secretary of state must furnish a certificate to the board member, who then has 30 days to notify the governor and secretary of state in writing of acceptance of the appointment. One member's term expires each year. The board elects its chair, vice-chair, and secretary.

There is no geographical limitation within Arkansas on the selection of board members since the university was created to serve the entire state. A board member must be an Arkansas resident.

Organizational Meeting

The Board of Trustees at its last regular meeting during a calendar year shall organize by the election of a chair, vice-chair, and secretary from among its members, each of whom shall serve for a term of one year, or until a successor is elected. The term of office for each officer shall begin on the first day of the subsequent calendar year.

It shall be necessary to have a quorum of the board

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9. To make lawful bylaws, rules and orders as they deem necessary for themselves, all officers and employees of the university, and all persons in the university, and regarding limitations as to the number of pupils to be admitted;
10. To determine the conditions under which students shall be admitted to the university, subject to statutory limitations;
11. To regulate matriculation and set tuition and other fees.
12. To exercise the power of eminent domain, subject to statutory limitations;
13. To issue negotiable interest-bearing notes or bonds, subject to statutory limitations; and
14. To perform the specific duties imposed upon the board by statutes.

Committee of the Whole

Except as hereinafter noted, committee work shall be performed by the members of the board sitting as a committee of the whole.

Special Committees

Special committees may be created by the board for special assignments. When so created, such committees shall terminate upon completing their assignments, or such committees may be terminated by a vote of the board.

Meetings

1. Regular Meetings

All regular meetings of the Board of Trustees shall be held quarterly unless otherwise specified. There should be one regular meeting of the board each year, held within 30 days after the close of commencement week (A.C.A. 6-67-102[g][1][A]).

2. Special Meetings

Special meetings of the Board of Trustees shall be called by the chair of the board at the

Notice and conduct of all meetings of the Board of Trustees shall be in accordance and comply with Arkansas law, specifically including the provisions of the Arkansas Freedom of Information Act.

2. Quorum

A majority of the board shall constitute a quorum for the transaction of business.

3. Order of Business

The order of business at a regular meeting of the Board of Trustees shall be:

- a. Call to Order
- b. Roll Call
- c. Minutes
- d. Reports
- e. Action Items
- f. Notifications/Deletions
- g. Executive Session
- h. Adjournment

4. Minutes

The official minutes of the Board of Trustees shall be kept in the Office of the President.

Board Legislation

1. The Board of Trustees is the policy-making body of the university, and it acts with the advice and assistance of the president of the university.
2. Any amendment of these policies shall require the affirmative vote of at least four members of the board at a regular meeting or at a special meeting, in the call for which the purpose of considering change has been announced.
3. The administration of these policies shall be the duty of the president. Any appeal to the Board of Trustees from such administration will be to the board as a legislative body rather than as an executive body.
4. The president shall report to the board as a legislative body from time to time on the operation of these policies and shall be expected to propose any necessary changes.

Board Agenda

An agenda for each regular meeting of the board shall be prepared by the president and submitted to the Board of Trustees.