

Minutes of the Meeting of the
University of Arkansas at Monticello Board of Visitors
University of Arkansas at Monticello
Spencer Gallery
Fine Arts Center
July 13, 2006
4:00 p.m.

Board Members in Attendance: Reginald Glover
 Herbert Hutchinson
 Judy Kirkley
 Cynthia Montgomery
 Tommy Poole
 Bennie Ryburn III

University Administrators: Chancellor Jack Lassiter
 Provost David Ray
 Vice Chancellor Linda Yeiser
 Vice Chancellor Clay Brown
 Vice Chancellor Linda Rushing
 Vice Chancellor Bob Ware
 Ms. Debbie Gasaway, Controller

Cynthia Montgomery welcomed everyone and called the meeting to order at 4:08 p.m.

The Board approved the minutes from the April 13, 2006 meeting.

David Ray informed the Board that of his 21 faculty vacancies, he has filled 13 positions. He also reported that 4 of the vacancies will not be filled because of some creative scheduling that the unit heads have designed. The remaining positions should be filled in the very near future.

David Ray announced that 460 students have pre-registered at UAM for the fall 2006 semester. In addition, two additional pre-registration sessions are scheduled for July 18 and July 19, 2006. Transfer student registration will occur on July 20, 2006 and open registration will occur the two days immediately prior to classes beginning (August 20 and 21).

David Ray reported that of the 460 students who have pre-registered 417 students have waived the right to the 8 semester rule, while 43 students signed up for the 8 semester rule.

David Ray updated the Board on Early College High School. He stated that 958 high school students had signed up for college credits. Of those 958, 212 will receive credits from other universities and 746 have chosen to get credit through UAM.

David Ray stated that the 2007-2009 catalog was currently being planned and compiled. He stated that the document would be larger than past ones due to the explanation and description of the 8 semester rule course of study for each eligible major.

Linda Yeiser announced several new gifts and donations to UAM:

- The family of Cecil McNiece (Ark A&M alumnus from Ashley County) has provided a \$25,000 scholarship in his memory. The Cecil McNiece Family Scholarship will be awarded based on merit rather than need.

- The family and friends of Virginia M. Ryan Jones have endowed a \$30,000 nursing scholarship in her memory. Mrs. Jones was a member of Arkansas A&M College's first nursing graduating class in May of 1971. Mrs. Jones' husband is long-time UAM faculty member Dr. C. Morrell Jones.
- The Jimmy Lee Buford Memorial Scholarship has been endowed for \$35,000. The scholarship was established by the Agriculture Technology Department's Advisory Committee of the University of Arkansas at Monticello College of Technology - McGehee. The UAM-COT McGehee annual fish fry is a major source of funds for the endowment.
- UAM recently received a charitable remainder unitrust in the amount of \$197,730 from Kim and Joyce Mitchell of Ponca City, OK. Mr. Kim Mitchell's mother was the Arkansas A&M Postmaster. He and his two brothers were raised on the A&M campus.
- Hoyt and Susan Andres of Highlands, NC (formerly of Monticello) have established a \$15,000 endowed scholarship. The scholarship will be called the Hoyt and Susan Andres Endowed Scholarship.
- The Leslie Larance Elementary Education Award has reached the \$5,000 endowed award level. It will be used for elementary education.

Linda Yeiser informed the Board that both the Alumni Board and the Foundation Board will meet soon. The next meeting of the Foundation Board is scheduled for August 1, 2006.

Linda Yeiser reported on several upcoming alumni receptions and activities:

- Friday, July 21, 2006 – Hot Springs alumni reception at Pat Scavo's Blue Moon Gallery. 3,151 invitations were mailed to alumni in a 50-mile radius of Hot Springs.
- Friday, September 8, 2006 – Alumni reception in conjunction with the UAM vs. Sam Houston State University football game. The reception will be hosted by UAM alumnus Randy Risher at the Bentwater Yacht and Country Club on Lake Conroe, TX.
- Saturday, September 30, 2006 – Alumni tailgate in conjunction with the UAM vs. Northwestern State University football game in Natchitoches, LA.
- Homecoming festivities are scheduled for Saturday, October 28, 2006.
Alumni groups being recognized include:
 - 50th anniversary of Alpha Chi Honor Society on UAM campus;
 - Reunion of A Cappella Choir under the direction of John Dougherty; and
 - Class of 1956 reunion (including 1956 AIC Championship Boll Weevil Basketball and 1955 and 1956 AIC Championship football teams.)

Linda Yeiser reported that 16,000 brochures have been mailed regarding the "Name That Brick" campaign. 120 bricks have been sold at \$100 each totaling \$12,000. Other naming opportunities include: 19 -16"x16" square stones (\$1,000 each) with 13 sold; 22 light fixtures (\$2,000 each); and 15-20 benches around the pond (\$1,500 each).

Linda Yeiser announced that on-line giving is now available for:

- Alumni dues
- Weevil Walk bricks
- Restricted and unrestricted gifts, including "in memory of" and "in honor of"

Linda Yeiser stated that the Athletic Capital Campaign is projected to begin in the spring of 2007.

Linda Yeiser informed the Board that UAM will be celebrating its 100th year anniversary in 2009. There will be a slogan contest to commemorate the anniversary. Full-time students, faculty, staff, and dues-paying alumni will be invited to submit a centennial slogan. The winning slogan will be used on banners and in publicity about the centennial. A prize will be awarded to the winner.

Linda Yeiser reported that the Boll Weevil license plate is now available in 15 revenue offices in 10 counties with 36 being sold in June 2006 (the first month of availability).

Linda Yeiser informed the Board that Mr. Will Whiting is conducting a phon-a-thon for the Office of Advancement. \$17,000 has been raised with \$13,500 received and the remainder in pledges.

Linda Yeiser distributed a form requesting Board members review and correct contact information. She stated that she hopes to develop an e-newsletter for donors and friends.

Linda Yeiser informed the Board that both the Alumni Board and the Foundation Board have positions that need to be filled. Current members of those Boards will be requested to suggest names to the Chancellor.

Jack Lassiter introduced Debbie Gasaway, UAM Controller.

Jack Lassiter commended both Debbie Gasaway and Lathan Hairston for their commitment and dedication to UAM in the absence of a Vice Chancellor for Finance and Administration.

Debbie Gasaway provided an overview of the 2006-2007 budget process. In abbreviated format she informed the board that the budget process began in March with unit heads and directors from across campus making formal budget requests for the upcoming fiscal year. She briefly explained the salary adjustment schedule by stating that all classified personnel earning less than \$20,000 annually received a \$600 salary increase, while all classified personnel earning more than \$20,000 but less than \$40,000 received a \$1,200 increase. In addition, unit heads were allowed to distribute other salary amounts based on merit, rather than “across the board” salary adjustments.

Debbie Gasaway explained Exhibit B and Exhibit C of the budget document. These two documents provided data for a 3 year period about total revenues and expenditures of the University.

Debbie Gasaway provided the following information regarding the UAM Master Plan:

- Weevil Pond – Preliminary dredging has been completed by UAM’s Heavy Equipment instructors from Warren. The construction contract for the walking trail should be approved within a few days.
- Road work modifications (closing of the road between the baseball and softball fields) – Construction contract has been approved and work is to begin soon.
- Wells, Sorrells, and Babin – Architects have begun preliminary work for the elevator for the Babin Business Center and the connecting walkway and elevator between Wells and Sorrells Halls.
- Steelman Field House – Bidder has been secured for replacement of the air conditioning system with an approved contract forthcoming.
- Agri Barn – Architects are finalizing bid specifications.

- School of Forrest Resources Work Center – Architects are working on bid specifications.
- Classrooms and Lab additions at Crossett and McGehee are in the planning stages.
- Willard Hall – Contractor completed work in early spring, which included the addition of an elevator and the connection of the building to the district cooling system (replacing the window air conditioner units). Cabling/wiring has been contracted out and is near completion. Painting, carpeting, and general maintenance is currently being performed by UAM Maintenance staff.

Linda Rushing informed the Board that the Crossett Commencement Exercises were held on the Crossett Campus on June 22, 2006. At the event, 62 Technical Certificates were awarded, 14 Associate of Applied Science Degrees were awarded, and 27 G.E.D. Certificates were awarded.

Linda Rushing reported on the Adult Education Merger. Currently, the program has 12 full-time employees (1 director, 6 instructors, 5 paraprofessionals) and 7 part-time employees (3 instructors, 2 paraprofessionals, 2 G.E.D. Examiners). She stated that the program has a budget of \$557,236 with class sites at UAM COT – Crossett, Crossett mini mall, Hamburg, and Wilmot.

Linda Rushing reported that plans are underway for the following Master Plan initiatives on the UAM COT – Crossett Campus:

- Addition of a bookstore to the main building;
- Renovation of a classroom and lab in the main building;
- New west entrance to the main building; and
- Construction of a new classroom/lab building for the Electromechanical Programs.

Linda Rushing stated that several planning meetings have been conducted with designated faculty/staff on the above Master Plan initiatives. Specifically, three planning meetings have been held with the architect, Blake Dunn. Preliminary design and layout plans are currently being developed for review by Dr. Lassiter, Advisory Board/Committees, and designated faculty/staff.

Bob Ware introduced Ms. Sharon Cantrell.

Sharon Cantrell provided a synopsis of a research project titled: “UAM Colleges of Technology Offerings and Opportunities.” The project was conducted by Dr. Roy Cabaniss and Ms. Cantrell. The mission of the research was two-fold: (1) to determine existing job opportunities, and (2) to determine opportunities for potential markets for UAM Colleges of Technology. Results of the study determined that all existing programs at the Colleges of Technology are training individuals in occupations that are growing in the region.

Sharon Cantrell reported to the Board that a collaborative effort was underway between the UAM COT – McGehee and UAM Academic Affairs regarding Notary Public certification and Continuing Education Units (CEU). Cantrell stated the first workshop is scheduled for August 8, 2006.

Bob Ware reported that the UAM COT – McGehee Master Plan initiatives include:

- A bookstore;
- 3 classrooms; and

- 3 labs.

Clay Brown provided a brief summary/comparison of enrollment data between summer terms 2005 and 2006. Brown stated there is a net decrease of 8 students when comparing Summer I and Summer II terms of 2005 and 2006.

Clay Brown provided an update on the search for a Director of Student Programs and Activities and 8 graduate assistantships in his area. Brown reported that he has successfully filled 4 of the assistantships and just recently hired a Director of Student Programs and Activities.

Clay Brown reported that the plans to remodel/refurbish the UC Cafeteria are underway and that he should have a sketch from the architect/designer affiliated with ARAMARK in the very near future.

Jack Lassiter provided an update on the appointment of the Board of Visitors. He reported that 5 members of the Board of Visitors have been reappointed. He also stated that appointments cannot be made until the Governor's office receives the official paper form (which can be submitted on-line). Lassiter stated that the draw for term will occur after all appointments have been made.

Jack Lassiter gave a brief review of the May 26th Board of Trustees meeting. He stated that most of the Board meeting was dedicated to budget considerations and quarterly reports. He informed the Board that a new minor in sociology was approved.

Jack Lassiter provided an update of the search for a Vice Chancellor for Finance and Administration. He reported that Clay Brown will serve as chair of the search committee. Currently, there are 26 applicants. Lassiter invited all Board of Visitor members to meet the final candidates.

Jack Lassiter announced that October 9, 2006 is the date scheduled for the Annual Joint Meeting of both Education Boards and Institutional Trustees.

Jack Lassiter introduced Jim Hudgins, UAM Director of Physical Plant.

Jim Hudgins gave a brief synopsis of the ESCO legislation for public agencies. ESCO is the Energy Service Contract. This contract is supported by legislation that enables public agencies to participate in the Guaranteed Savings Act, which allows UAM to send out RFPs (Requests For Proposal) for AC chiller upgrades, lighting upgrades, etc.... The Guarantee Savings Act guarantees public agencies savings on utility bills to pay for the work on the upgrades.

Jack Lassiter informed the Board that the UAM Strategic Plan document was near completion and that he was very pleased with the work performed by the entire campus community.

Jack Lassiter provided a brief summary of the activities planned for Professional Development Week:

- Monday, August 14, 2006: New year starts.
- Tuesday, August 15, 2006: Dr. Stanley Williams, CFO for Department of Higher Education will serve as the keynote speaker. His presentation will assist UAM faculty/staff in understanding how UAM is funded. In addition, Dr. Williams will meet with the Salary Study Committee as Williams has experience in this type of research.

- Wednesday, August 16, 2006: Dr. Lassiter will deliver the "State of the University" Address.
- Thursday, August 17, 2006: 3rd annual family potluck celebration at the home of Dr. and Mrs. Jack Lassiter.
- Friday, August 18, 2006: Chamber of Commerce coffee in the Spencer Gallery to welcome new employees to both UAM and the City of Monticello.

Jack Lassiter announced the following new employees with the University:

- Ron Hill, Baseball Coach
- Chris Ratcliff, Women's Basketball Coach
- Rachel Burks, Administrative Assistant/Chancellor's Office

Meeting adjourned at 5:48 p.m.