

Minutes of the Meeting of the Board of Visitors
University of Arkansas at Monticello
Fine Arts Center, Spencer Gallery
July 14, 2011
4:00 p.m.

Board members present:

Tim Chase
Carlton Davis
Roger George
Tommy Maxwell
Jeff Owyong
Beverly Rowe
Bennie Ryburn, Chairperson

University Personnel:

Jack Lassiter, Chancellor
Clay Brown, Vice Chancellor
Jay Hughes, Vice Chancellor
Linda Rushing, Vice Chancellor
Bob Ware, Vice Chancellor
Ranelle Eubanks, Assistant Vice Chancellor for Academic Affairs
Chris Ratcliff, Athletic Director
Scott Kuttenkuler, Dean of Students

Mr. Bennie Ryburn called the meeting to order.

The Board approved the minutes from the April 14, 2011 meeting.

Dr. Lassiter mentioned the interview process for the School of Forest Resources Dean position; the interviews are complete and the selection process is underway. Dr. Lassiter also spoke about the recent interviews for the University of Arkansas presidential candidates. He stated that the interview process went very well and is confident that an announcement will be made soon.

Dr. Brown introduced Roxanne Smith as the new Accounting/Project Manager for the Office of Advancement who replaces Cindy Adair. Mr. Hughes introduced Rebecca Pennington as the new Food Service Director replacing Stephen Kerr.

Crossett Vice Chancellor, Ms. Linda Rushing, presented her report which detailed information on Career Pathways and Adult Education grants and the Parking Lot Project.

1. Ms. Rushing discussed enrollment and funding information from a handout she shared with the group.
 - a. Due to a decrease in funding, enrollments and students served in the Adult Education Program are down from 479 in FY08 to 313 for FY11.
 - b. Career Pathways has also seen a decrease in funding and enrollment. Enrollment for FY11 was 156 (153 was goal); for FY10, enrollment was 183. 117 students received Certificates in FY11 surpassing the goal of 77.
 - Mr. George asked about the Adult Education program graduates. Ms. Rushing responded that 59 students received the GED, compared to 62 previously. In Career Pathways, 2 students received the GED.
2. Vice Chancellor Rushing reported on the Parking Lot Project for the Crossett campus.

Finance and Administration Vice Chancellor Jay Jones, presented his information which included FY11 year-end close-out, Forest Resources building, personnel changes, summer projects and direct deposit options.

1. Mr. Jones reported that the finance staff is currently working on the year-end close-out in the new WeevilNet system. The process is not yet complete, but current results show that tuition and fees revenues were about 8-9% higher than budget due to the increase in enrollments. Official FY11 figures will be presented at the October board meeting.
2. Work is progressing on Phase I of the Forestry construction project which consists of the renovation of the 1986 building and the new annex.
 - a. Projected completion for phase I is December 2011 with a goal of holding spring 2012 classes in the renovated building and utilizing the new spaces at that time.
 - b. After completing phase I, work will begin on the 1956 building with completion projected for summer 2012.
3. Mr. Jones announced that Melodie Colwell was hired to replace Lathan Hairston as the Business Manager.
4. Mr. Jones reported on the summer projects that UAM Physical Plant personnel are busy working on; some of the projects are as follows:
 - Improvements to Bankston and Horsfall residence halls.
 - Relocation of art work to Spencer Gallery.
 - Moving of Forestry personnel due to construction.
 - Replacement of a chiller and foundation repair in the Agriculture building.
5. Mr. Jones discussed a new direct deposit option for students to aide in receipt of refund pay-outs. He stated that they are working with Nelnet to offer direct deposit beginning spring 2012.
6. Vice Chancellor Jones stated that beginning with FY2013, a requirement by the Department of Higher Education will be to disclose expenditure data on the web. Finance and Administration staff is currently working with the Department of Higher Education to determine what information will be required in the report and the format of that information.

Provost Ray presented the report for the Office of Academic Affairs. This report included information on personnel, pre-registration, the 2011-13 catalog and new degrees, and Professional Development Week.

1. New faculty hires are as follows:
 - Joshua Adams, Assistant Professor of Natural Resources
 - Dr. Joel Carr, Director of Social Work and Assistant Professor of Social Work
 - Donna Taylor, Assistant Professor of Social WorkMr. Ray stated that the interviews for the Dean of the Forestry School / Director of Forest Resource Center have just concluded and that the university hopes to announce the new Dean around August 1.
2. UAM has completed five pre-registration sessions this year. At present, 2,542 students have pre-registered for fall; this does not include students who have yet to register for the Early College High School classes.
 - Fall term enrollments from previous terms were 3,638 for 2010; and 3,479 for 2009.
3. Provost Ray stated that a total of 388 students received 436 awards during May graduation. At present, a total of 830 awards have been processed for the 2010-2011 academic year (includes graduates from August 2010- June 2011). A total of 145 technical students have applied for 186 awards for June; projected completion totals should be about 1016. Total numbers of completions from prior years were 927 for 09-10; and 824 in 08-09.
4. The new 2011-2013 UAM catalogs are complete and ready for distribution. The new catalog, which is available in hard copy, flash drive, and on the UAM website, reflects a number of changes which includes two new degrees for fall 2011.
 - The Bachelor of Science in Teaching and Learning degree will be provided for those students who wish to pursue an education-related or early childhood services career that does not require a teaching licensure.

- The Master of Physical Education and Coaching degree has been approved by the University of Arkansas, Board of Trustees. This program will advance instructional expertise in sport-related settings. The program does not require a recommendation for state teacher licensure.
5. The theme for the 2011 Professional Development Week is “UAM: Poised for the Future.” The weeks’ schedule includes orientation and training sessions for new faculty/staff, the Chancellor’s State of the Union Address, and unit preparation meetings for the fall semester.
 6. Mr. Ray presented to the Board a few faculty research projects of interest that received grant funding and are currently in progress; he also cited additional grant proposals which have been submitted and are still awaiting approval.

McGehee Vice Chancellor, Mr. Bob Ware presented his report on the Arkansas Heavy Equipment Operator Training Academy (AHEOTA) which detailed information on Field Work and Upgrade Training.

1. Mr. Ware began his presentation mentioning the newest edition of Sea Life Magazine. He stated that it highlighted UAM’s nursing program boasting a 100% pass rate.
 2. Mr. Ware talked about the AHEOTA program. The program which runs for 6 weeks had 22 students start the program with 19 students finishing. During the first 2 weeks of the program, students learn to operate all 14 pieces of equipment to use later in the course for job requests.
 - a. The program has received numerous job applications for work performed, of those, 3 requests are in the works.
 - 1) The parking lot preparation for the Crossett campus.
 - 2) A request by Monticello to grade the softball complex.
 - 3) A request by the Southeast Arkansas Intermodal Facility to clear piles of debris and stumps near Warren.
- Fuel cost for all 3 projects is \$12,000 with payment of \$11,000 expected from Intermodal.
3. Vice Chancellor Ware reported on the Upgrade Training Courses offered within AHEOTA. These training sessions are short-term, non-credit classes offered to advance experience in heavy equipment operation. Classes held January through March cost \$750 per day with a rate increase to \$850 per day for classes offered in April and May.
 - a. Classes offered are in CPR, First Aide, Forklift Certification, Rail-Road Maintenance, and Equipment and Backhoe Safety. The program which utilizes \$180,000 in equipment brought in \$12,000 for the year.

Mr. Davis questioned if the simulators were still on site and if they were currently in use; Mr. Ware responded that they are still being used as part of the curriculum.

Dr. Clay Brown, Vice Chancellor for the Office of Advancement, presented his agenda items which included admissions, endowments and gifts report, the *Boll Weevil Bulletin*, and the proposed Wellness Initiative.

1. Dr. Brown began with a handout containing enrollment comparison figures for Summer 1. As compared to 2010, enrollment had decreased slightly. Dr. Brown stated that the summer session is a hard time to recruit students, but the numbers usually increase for the fall and spring semesters.
2. Dr. Brown reported on the Weevil Spring Spectacular held in April. Due to the success of the event, the Spring Spectacular will become an annual event which will include the Green and White football game and dinner theatre. Next year’s Spectacular is scheduled for April 13 and 14, 2012.
3. Dr. Brown reported that UAM has received two additional fully funded endowments with two more expected. The recently funded endowments are:
 - Al Peer, the Alpha Kappa Psi Alumni Scholarship
 - The Monticello Life Underwriter Scholarship
4. Dr. Brown stated that the Herbarium building project is making progress. The facility which will be housed between the museum and the red barn will also contain a DNA research lab, a greenhouse, and library.
5. Dr. Brown talked about the *Boll Weevil Bulletin*. The Bulletin is a monthly newsletter which will be published and distributed electronically. At present, the Advancement Office is working on collecting email addresses for distribution.

6. A new half-time position has been created in the Office of Advancement. Memorie Dickson has been hired as the Coordinator of Continuing Education. Memorie will develop and implement the Continuing Education program which will feature non-credit “life enrichment” courses.
7. Dr. Brown announced that UAM will develop a free campus-wide Wellness Initiative program for faculty and staff. The program is a support system to employees that promotes health and well-being.
 - At present, the System Office is researching vendors to bring to campus to help establish the program.

Mr. Owyong questioned Dr. Brown if the university was close to the 100 donors needed for the Centennial Clock Tower. Dr. Brown stated that at present, the list was close to 90 donors with \$850,000 collected.

Mr. Jay Hughes, Vice Chancellor for Student Affairs, presented his information detailing summer camps, Master Housing Plan update, Connect Arkansas and the Emergency Notification System update, and upcoming events.

1. Mr. Hughes talked about the gainful employment disclosure requirements. This disclosure contains information on total program cost and loan repayment rates, and provides salary information based on employment after receiving a degree. This information gives students and consumers the necessary information to make a better choice when planning for a career.
 - The Gainful Employment Disclosure is posted on the UAM websites homepage and the College Portrait.
2. Mr. Hughes reported that there were 21 summer camps held on the UAM campus this year; 7 residential and 14 commuter camps. All of the summer camps were successful as proven by the over 375 Jr. High students who attended one of the band camps.
3. Progress continues on the Master Housing Plan. The residence housing updates started summer 2010 and Phase I of the project is getting close to completion. At present, updates on Bankston, Horsfall and Royer Halls are being completed. Next summer, Phase II of the project will move on to renovations in Maxwell Hall and additional projects in Bankston Hall.
 - a. Mr. Hughes commended Scott Kuttenkuler and his Graduate Assistants on their hard work on these projects.
4. Vice Chancellor Hughes reported that a new vendor has been found for the Emergency Notification System. Rave Wireless Incorporated is an emergency notification company used in higher education only. The emergency notification system will be up and running for fall 2011.
 - a. Students and staff will automatically be loaded in the system and then individuals will be able to “opt-out” from the system should they choose to.
 - b. Students and staff will receive notifications via email, text messaging and voice alerts.
 - c. An “eye-witness” program is also available via the system where a person has the ability to anonymously send information to Public Safety.
5. Mr. Kuttenkuler presented information on Connect Arkansas; a program to increase awareness of the importance of broadband high-speed internet. A grant proposal was submitted and awarded in the amount of \$137,000. As part of the proposal, funds will be used to administer training sessions to students K-8 and their parents who may not have computers or means to have high-speed internet.
6. Upcoming events at UAM consist of:
 - Welcome Week; August 21-27. Activities include orientation and meet and greet events for new students.
 - Parent Family Appreciation Day is scheduled for September 10. UAM will host various events that day ending in a football game against Texas College.
 - Boomtown Classic; scheduled for September 17 in El Dorado.
 - Homecoming week; scheduled for October 24-29.

Athletic Director, Chris Ratcliff presented his information on new personnel, the future of softball and baseball, season tickets, Boomtown Classic, and sports camps.

1. Mr. Ratcliff announced that Michael Nienaber has been hired as the new Sports Information Director.

2. Mr. Ratcliff stated that he is working with architect Mike Steelman on some layout changes to be made to the baseball and softball fields which will include moving the dugouts and the backstop.
 - The baseball program will also obtain new locker-rooms and bleachers, and softball will have the field leveled and receive bleachers.
3. Season tickets are now on sale for the reserve seat section in front of the box seats. The cost will be \$15 per game or \$75 for the season.
4. As part of the fall 2011 football schedule, the Boomtown Classis is scheduled for September 17 against Ouachita Baptist College; UAM will host 6 home football games for the season.
5. Mr. Ratcliff announced that the summer sports camps were successful with UAM hosting 2 baseball camps, 2 basketball camps, 2 football camps, and 1 softball camp.

Dr Lassiter stated that the Assembly does not meet for the summer; therefore an agenda is not reported.

Mr. Ryburn requested old/continuing business: None requested.

Mr. Ryburn requested new business:

1. Dr. Lassiter mentioned that four members of the Board of Visitors have completed their terms. Mr. Barrett, Mr. Ryburn and Ms. Montgomery cannot be reappointed as they have completed the maximum term length. Mr. Maxwell has completed one term and is eligible for reappointment.
 - a. The retiring board members will receive a brick on Weevil Walk in recognition of service.
 - b. New officers of the board will be elected at the October 2011 meeting.
2. Dr. Lassiter spoke about Performance Funding. He is serving on a committee to review performance funding components such as end-of-course credit hours and graduation rates. A deduction to the universities budget will be made and put in a pool for future use. The university will need to meet performance funding targets to regain the money.

Remarks:

- Mr. Ryburn mentioned the Ridgeway Hotel grand opening scheduled for August 2 at 4:00 p.m.
- Mr. George commended Mr. Ryburn for everything he does for the city of Monticello.

Mr. Ryburn adjourned the meeting at 6:15 p.m.