

## **Minutes of the Meeting of the Board of Visitors**

University of Arkansas at Monticello

Fine Arts Center, Spencer Gallery

**January 26, 2012**

**4:00 p.m.**

Board members present:

Roger George  
George Harris  
Scotty Holderfield  
Michael Jones  
Lorraine McCullough  
Jeff Owyong  
Pat Webb

University Personnel:

Jack Lassiter, Chancellor  
Clay Brown, Vice Chancellor  
Jay Hughes, Vice Chancellor  
Jay Jones, Vice Chancellor  
David Ray, Vice Chancellor  
Linda Rushing, Vice Chancellor  
Bob Ware, Vice Chancellor  
Chris Ratcliff, Athletic Director  
Mary Whiting, Director of Admissions

Mr. Roger George called the meeting to order.

The Board approved the minutes from the October 13, 2011 meeting.

Dr. Lassiter began with the introductions of newly appointed board members George Harris and Michael Jones and welcomed them to the board. He added that Tommy Maxwell had been reappointed for a second term.

Mr. Jay Jones, Finance and Administration Vice Chancellor presented his information which included the FY12 2<sup>nd</sup> Quarter Financial Report, FY13 budget timeline, the Forest Resources building, and the Drew County Fair lease.

1. Mr. Jones started with a handout detailing the revenues and expenditures for the university from July 1, 2011 through June 30, 2012.
  - a. The report showed an overall Education & General budget of around \$32.4 million which, for the first six months, showed a collection in revenues to be about 54%. This puts UAM at about the 50% mark for state appropriations and 58% for tuition and fees.
  - b. The expense side of the budget for salary and fringe benefits is around 50% which makes up for about \$21.3 million of the total E & G budget. This is attributed to the lower spring enrollment and more scholarship awards.
    - Mr. Jones stated that one-half of the fiscal year has passed with current UAM revenues exceeding expenditures by just under \$1.6 million.

Dr. Lassiter asked Mr. Jones to talk about the salary increase. Mr. Jones stated that the budget captured the first half of salary increases by providing a 2.5% across the board raise for non-classified employees and faculty. He also stated that money has been set aside for an additional one-time bonus for classified staff if approved.

2. Vice Chancellor Jones spoke about the Fiscal Year 2013 budget timeline. The formal budgeting process begins in February for the following fiscal year which begins July 1. Meetings and budget hearings are held with the Academic and Executive Councils to determine departmental budgets needs, assess where state appropriations will be, and evaluate tuition and fees. The budget will be finalized in mid April to be presented to the Board of Trustees at the May 24 meeting.
3. The School of Forest Resources Building Project progress continues.
  - a. Buildings A (the '86 building) and C (the new annex) are substantially complete. Faculty and staff may begin moving in about the first week of February.
  - b. The asbestos abatement of the 1956 building (building B) will begin once the other projects are complete and the move has begun. This final phase of the project is expected to be completed by the end of the summer.
4. Mr. Jones discussed the Drew County Fair property which UAM owns and leases to the Fair Board. He stated that the last lease agreement was for a period of 25 years and ended in 2011; the current lease will continue to operate under its terms until another agreement has been executed.
  - The university had hoped to sell the land to the Fair Board but have returned to the position of drafting another lease similar to the previous. Once terms are established on the levels of insurance and an agreement has been reached, Mr. Jones will report back to the Board.
5. Dr. Lassiter asked Mr. Jones about the refinancing of the 2005 bond issue. The Board of Trustees had given approval to refinance the bond if rates became favorable. Mr. Jones stated that recently the bond was sold resulting in a 7% or \$34,000 savings per year.
  - The bond is for general issues that includes work on Wells and Sorrell Halls, the COT campuses, and the Indoor Practice Facility.

Provost Ray presented his report for the Office of Academic Affairs. The report included information on spring 2012 preregistration, Act 747, and program reviews and accreditations.

1. Mr. Ray announced that as of January 23, 2011, a total of 982 classes have one or more students enrolled. Of these, 97 are early college high school classes, 8 are CIV classes, and 82 are night classes.
2. Provost Ray announced that 5 students are registered for travel to Washington D.C. and 19 students for travel to the United Kingdom. These field trip courses can be used for criminal justice or political science credits.
3. A report provided by UAM Registrar, Dr. Bryant, documents that there are 739 first-time, full-time freshmen for fall 2011. Of these students, 23 had completed some type of an award during the fall, and 559 are registered for the spring semester which represents a retention rate of 76%.
4. Preregistration for the summer and fall terms of 2012 is scheduled for April 2 through April 13; class schedules are currently under development.
5. Mr. Ray stated that as of January 23, December graduation numbers were at 312. Of these awards, 6 graduates received the Master's degree, 78 received a Bachelor's degree, 52 Associates degrees were awarded, and 176 students received Certificates. Additional awards are still being processed.
6. Act 747 is a new legislative act developed to reduce bachelor and associate degree programs to 120 and 60 credit hours.
  - a. Mr. Ray stated that UAM is the first school in the University System to submit a complete list of revised programs to meet the new credit hour mandate. The action will be on the Board of Trustees agenda for the February 2 meeting.
  - b. The May 2012 commencement class will have some of the first students who can graduate with the new 120/60 credit hour requirement.
7. Provost Ray stated that the Higher Learning Commission will be on campus January 30 and 31, 2012. The Commission will review the new on-line master's degree programs in Physical Education and Coaching, and Fine Arts in Creative Writing for successful accreditation.
8. Program reviews and accreditation updates are ongoing:
  - a. NASM accreditation took place spring 2011. The final decision was deferred until June 2012 due to request for additional information.
  - b. The Forestry Option, which was reviewed in 2011, has been completely accredited.

- c. The Associates Degree in Nursing Program is scheduled for a campus accreditation visit on February 7.
- d. Spatial Information Systems underwent a campus Program Review in fall of 2011; external reviews are impending.
- e. Mathematics and Sciences will have a complete review this fall.
- f. University accreditation is coming up in 2014-2015. Every 10 years a self-study is completed for the campus and preparation needs to start two years in advance. The UAM Executive Council has approved Marsha Clayton to represent the faculty, Jay Hughes to represent the students and staff, and Dr. Ranelle Eubanks to serve as the Academic Affairs liaison.

Ms. Linda Rushing, Crossett Vice Chancellor, presented her information on personnel changes.

Vice Chancellor Rushing announced that Landon Mercer, the IT Coordinator for the Crossett campus, has resigned to accept a position in Little Rock. Michael Mixon has been hired to fill the position.

McGehee Vice Chancellor, Mr. Bob Ware reported on the AHEOTA Upgrade Classes.

- 1. Mr. Ware stated that enrollments in AHEOTA classes are up 10 - 15% over last spring.
  - a. 659 students were trained across the state visiting 23 cities and counties in training programs such as: CPR, First Aid, Forklift Training and Chainsaw Safety. The program received pay of \$43,100 for services provided during the training.
  - b. The Heavy Equipment program had 26 students enrolled for fall and 16 students enrolled for the spring semesters with 10 graduates in June. 613 total students are enrolled in the program.

Dr. Clay Brown, Vice Chancellor for the Office of Advancement, presented his agenda items which included new endowments, spring 2012 enrollment report, the UA Foundation meeting update, and upcoming trips and conferences.

- 1. Dr. Brown stated that the Alumni Office has received three new endowments, they are as follows:
  - a. The Robert and Marilyn Weih Forest Resources Endowed Scholarship, and the Robert Moss Math and Science Endowed Scholarship in the amounts of \$15,000 each.
  - b. The Susie Hargis Nursing endowed award for \$5000.
- 2. Vice Chancellor Brown passed out a handout detailing spring 2012 enrollment numbers. Unofficial total enrollment for the three combined campuses for the semester is 3716 students.
- 3. Dr. Brown was pleased to announce that attendance for fall 2011 homecoming festivities was at an all time high, citing that it had been the best he had witnessed in over 10 years.
- 4. Dr. Brown spoke about the Girls of Promise Conference which UAM will host on March 31. The statewide organization is designed to introduce 8th grade girls for college training in career development such as technology, economics, and math and science.
- 5. The UA Foundation holds meetings in December and May of each year to discuss investments and assets. Vice Chancellor Brown stated that total net assets for UAM are 12.9 million. The UA Foundation total net assets are over 725 million up from last year's figure of 662 million.
- 6. An alumni trip to Niagara Falls is scheduled for the last week in May. Dr. Brown stated that his office is still working on the details and more information is forthcoming.
- 7. A flyer was presented detailing information on the Weevil Spring Spectacular. The 2-day event will be held April 13 and 14 starting with the Green and White football game on the 13th. Other events for the weekend include baseball games and a dinner theatre.
- 8. Mary Whiting, Director of Admissions, presented three new 30 second commercials to the group which will air on KATV and FOX16 as well as movie theaters across Arkansas. Ms. Whiting commended Jeff Newton and Jared Jacks for their work on the commercials.

Mr. Jay Hughes, Vice Chancellor for Student Affairs, presented his information which included residence hall updates, the BCM Proposal, campus security, student activities, and the Upward Bound grant.

- 1. Mr. Hughes announced that there are 528 students living in residence halls for this semester representing a 77% occupancy rate. This number is down from last semester which is the typical trend.

2. Vice Chancellor Hughes said they are working to expand the video surveillance in Bankston Hall as well as installing outdoor cameras in Maxwell, Horsfall, and Royer Halls and the Red Barn. He stated that by end of spring term, every residence facility will have some presence of video surveillance.
3. Mr. Hughes reported on various Student Activity events. He said that for the month of December, 36 different organizations participated in 5 events which included the collection of over 4700 canned goods for the Canned Christmas Tree contest. January events included Welcome Week and Martin Luther King Day activities; February is Black History month, and March will see the first ever Commuter Appreciation Day.
4. The Student Handbook is currently being reviewed for compliance under the provisions of the federal government and what is expected in terms of Title 4 funding. The Handbook will post to the website upon completion.
5. Mr. Hughes spoke about a new Clery Act requirement, the Annual Emergency Tabletop Exercise. This exercise is an analysis of an emergency response situation designed to resolve problems based on existing plans. The test must be completed at least one time per calendar year to satisfy the requirement.
6. The BCM proposal was discussed. The proposal is to renovate the old Baptist Student Union building with intentions for the space to be used as a Wellness Center. A proposed budget will be presented to the Executive Council and meetings with the architects will begin soon.
7. Mr. Hughes announced that UAM will now offer computer-based Praxis Series testing for the teacher-licensure exam. UAM is one of six locations in the state where students can register with ETS to come to this campus and take the test on-line.
8. Mr. Hughes stated that the Upward Bound Grant is in the process of being rewritten. Dean Kuttenkuler and Ms. LaWarn Rodgers, Director of Upward Bound, are currently working on the grant to meet the February 1 deadline for submission. The results will be made available this summer.
9. The Annual Security and Fire Safety Reports are required to be produced each year for Clery Act compliance. Mr. Hughes stated that their report was sent to an outside consultant for review of the 63 different required policies. Results of the report showed a lack of 20 policy requirements. Mr. Hughes said that if audited, each violation could result in a fine of \$27,500. The document has since been revised and has been shared with the General Counsel at the System's Office.

Athletic Director, Chris Ratcliff presented his information which included fall grades, women's sports mascot, and the Swing for the Fences campaign.

1. Mr. Ratcliff reported on fall 2011 grades for UAM student-athletes. He stated that all women's teams averaged 3.0 or higher, citing the women's softball team having the highest GPA grades. For the first time in previous years, the football team grade point averages were at a 2.0 or better. A total of 13 student-athletes made the Chancellor's list and 27 made the Dean's List.
2. A proposal is currently underway to change the women's mascot from the Cotton Blossom to the Weevils. A poll will circulate to alumni and current students asking if it is time to change the mascot. Results of the poll will be presented to the Executive Council and a decision will be made for the fall semester.
3. Mr. Ratcliff spoke about the Swing for the Fences Campaign. The campaign which is currently underway is a fundraiser to raise money to renovate the baseball field and softball complex. The goal is to raise \$500,000 with the intent of renovations to begin late May.
4. The Athletic Department has written grant applications for the funding of two full-time assistant coaches, a full-time Compliance Officer, and an Assistant Athletic Director; results should be made known in March.
5. Student athletes completed service projects by making and donating 25 blankets to Arkansas Children's Hospital, and raising and donating funds to purchase turkeys for Thanksgiving.

Provost Ray spoke about the Assembly. The Assembly Leaders meet every 2 weeks to discuss topics such as state education, enrollment and remediation, and funding issues. He stated that the meetings have helped with communication between the faculty and administration.

Chancellor Jack Lassiter discussed the Legislative Session, funding recommendations, AATYC activities, the SEARK Community Center, and building needs and priorities.

1. Dr. Lassiter stated that the Legislative Session will begin February 13. This 45 day off-year session is designed for the discussion of fiscal matters only.
2. Dr. Lassiter spoke about funding. He stated that UAM will receive no new funds again this year, resulting in 3 years of the same level of funding. A \$600,000 budget cut 4 years ago has left UAM operating at 91% of need, however, UAM has not had to deficit spend because of cost saving measures.
  - a. A Cost Containment committee was created 3 years ago to develop ways to cut costs; last year's committee resulted in a half million dollars in savings. A new committee has been created and has started meeting to discuss additional ideas for cost savings.
  - b. Stimulus funding was used for Physical Plant operations to put into place an energy savings program which will result in about \$300,000 worth of savings.
  - c. Tuition increases will also enable some allowances for funding.
3. Chancellor Lassiter spoke about the campuses of Crossett and McGehee currently categorized as Technical Colleges under the legislation. UAM is taking action to move the campuses to be recognized as 2-year colleges under the Arkansas Association of Two Year Colleges.
4. Dr. Lassiter stated that committee meetings have been ongoing for about a year on the development of the SEARK Community Center.
  - a. The proposed Center will be built off of Highway 425 on about a 30 acre plot on this campus.
  - b. So as not to put a strain on university resources, the committee will approach foundations to raise money, hold private fundraising events, and have already written applications for grants.
  - c. The Monticello City Council approved a 3% hotel tax which generates about \$9,000 a month and can be used for architectural costs, grant writing, and meeting needs.
5. Dr. Lassiter spoke about the priorities and needs of UAM building facilities.
  - a. A new Wellness Center will open soon for use by the campus community.
  - b. Renovations to the Science Center will be the first priority on campus as the building is almost 60 years old and has insulation, heating and cooling, and equipment needs.
  - c. The Music and BBC buildings do not meet ADA compliance. Work will begin on the buildings to bring them up to code.
  - d. Growing enrollment at the COT campuses will see the need for more classroom space. To allow for additional students, the campuses will have to expand class enrollment and hold additional afternoon and evening classes.

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

Mr. George requested new business: None requested.

Vice Chairman George adjourned the meeting at 5:56.