

Minutes of the Meeting of the Board of Visitors

University of Arkansas at Monticello

Fine Arts Center, Spencer Gallery

April 19, 2012

4:00 p.m.

Board members present:

Carlton Davis
George Harris
Scotty Holderfield
India Holt
Michael Jones
Tommy Maxwell
Jeff Owyong
Beverly Rowe

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
Ranelle Eubanks, Associate Vice Chancellor

Mr. Tommy Maxwell called the meeting to order.

The Board approved the minutes from the January 26, 2012 meeting.

Dr. Lassiter announced that as of June 30, 2012, Provost David Ray will retire after 42 years of service to the university. He stated that a national search will take place to fill the position.

Dr. Lassiter introduced Mindy Holcomb, Director of Student Programs and Activities. Ms. Holcomb presented the 2011-2012 cheerleading squad to the Board. The squad recently competed in national competition and placed 3rd. Head cheerleader, Jessica Holland, presented the 3rd place trophy to Dr. Lassiter.

Vice Chancellor, Mr. Bob Ware reported on COT-McGehee's Nursing program and personnel updates.

1. Mr. Ware stated that the campus' Public Safety Officer has resigned and they are currently looking to fill the position.
2. Vice Chancellor Ware spoke about the Nursing Program. He stated that the program has been very successful and shared the following statistics: for the years 2003, 2004, and 2005, 14 students passed the program with an employment rate of 93%; in 2006, 17 students completed for an 88% pass rate and 94% employed, 2008 reported a 93% pass rate; 2009 data shows an 85.7% pass rate with 100% employed, and 2010 and 2011 statistics show a 100% pass rate with 100% employed.
 - Mr. Ware believes that the implementation of new course pre-requisites over the last two years is a direct result of the 100% pass rate.

Provost Ray presented his report for the Office of Academic Affairs. The report detailed information on schedules and pre-registration for summer and fall, program updates and course/faculty evaluations, and commencement.

1. Mr. Ray announced that regular preregistration for summer and fall 2012 was held April 2 – 13. He stated that summer 2012 has 1060 unduplicated students registered, and currently fall 2012 has 1675 unduplicated students registered.
 - a. Mr. Ray mentioned that beginning with the Summer I session, classes will meet 4 days a week Monday through Thursday with slightly longer class periods. The 4 day sessions will aide in energy savings for the campus, and less commuting expenses for the students.
 - b. Scholar’s Day will be held on April 23 to recognize and register first-time freshmen who are scholarship recipients. Other first-time freshmen will be able to register on June 18 and 19, and July 16 and 17. Transfer student registration dates are June 20 and July 18.
2. Current status on faculty positions are as follows:
 - Dr. Barbara Woods has been hired in the School of Education to replace Dr. Brown who leaves in the fall. Dr. Woods will oversee the Educational Leadership program.
 - Max Terrell, Professor of Education, will retire effective May 11, 2012.
 - Jamie Schuler, Silviculture Professor in the School of Forest Resources, has accepted a new position and has resigned effective June 30.
 - Dr. Joel Carr, Director of Social Work, has also resigned effective June 30, 2012.
3. Mr. Ray spoke about summer and fall schedules and summer course offerings.
 - a. Two field trip courses to Great Britain are scheduled as intercession course offerings. One course is being offered under Education and English, the other is offered under Government and Criminology. Field trip courses are also planned to Costa Rica for modern language classes.
 - b. The School of Social and Behavioral Sciences will provide an overseas trip to Hawaii in June for 8 students and 2 instructors to present their papers at the Law and Society Conference.
 - c. Mr. Ray stated that a total of 106 on-line classes are being offered for the summer which includes general education and graduate level education classes.
4. Provost Ray announced that the new all on-line graduate degree in Physical Education Coaching and Teaching has been approved by the visitation team from the Higher Learning Commission (HLC); the team approval will then move forward for HLC Board approval. The Master of Fine Arts in Creative Writing on-line degree is now awaiting approval by the Arkansas Higher Education Coordinating Board. The MFA should be ready for the spring 2013 schedule.
5. Mr. Ray spoke about commencement activities which are scheduled for May 11. He stated that as of April 18, there were 455 students who have applied for one or more certificates or degrees. It is expected that 300 students will participate in commencement.
6. UAM will utilize a new on-line system for course evaluation. The new system will eliminate the use of paper copies for evaluation of courses and faculty. It is expected that the program will yield more information than gathered in the past.

Ms. Linda Rushing, Crossett Vice Chancellor reported on the College of Technology’s Practical Nursing Program and changes in personnel.

1. Ms. Rushing stated that Shela Upshaw, Practical Nursing Chairperson, has been appointed to the Arkansas State Board of Nursing. Ms. Rushing also shared that the pass rate for the Practical Nursing Program is at 82% which was not as high as hoped. However, the Program has had a 100% pass rate in 10 of the last 14 years, and still holds an average pass rate of over 90% for the last 26 years.
2. Vice Chancellor Rushing announced the following personnel changes for the campus:
 - a. Tina Bardin has resigned as Director of Career Pathways; Doris McCallister has been hired as the new Director.
 - b. Public Safety Officer, Ben Hines, has transferred to the Monticello Campus; C. Steven McAlpin has been hired to fill the position on the Crossett campus.

Dr. Clay Brown, Vice Chancellor for the Office of Advancement, presented his agenda items which included spring 2012 enrollment numbers, alumni events, and new endowments.

1. Dr. Brown reviewed the 2012 spring enrollment report with the group. The report represented a 5 year history of spring semesters. Spring 2011 showed a slight increase in headcount up 8 students over spring 2010; however, spring 2012 enrollment has increased by 207 students over last year.
2. Dr. Brown shared with the group two handouts detailing information on upcoming trips.
 - a. An Alumni trip to Niagara Falls and Toronto is scheduled for June 1 through 6, 2012 with 11 people currently registered to attend.
 - Dr. Brown mentioned that the Office of Advancement is in the final stages of finalizing a 5 year alumni trip plan. The trips will be advertised in the Alumni magazine to allow ample planning time and help with attendance. It is hoped that about every two years, an overseas trip will be planned.
 - b. Friday, April 27, UAM will host the Alumni and Friends Reception at Pleasant Valley Country Club in conjunction with the Arkansas Chorale Society performance.
 - c. The Annual Travelers Baseball Game is scheduled for July 12 at Dickey Park in Little Rock.
3. Dr. Brown talked about the Weevil Spring Spectacular which was held April 14th and 15th. He said the event, which included the 2nd annual Green and White football game and dinner theatre was a success.
4. Vice Chancellor Brown presented information on scholarships and endowments.
 - a. Eric Grider has provided a \$5,000 scholarship in his father's name; the Pat Grider Veteran's Scholarship.
 - b. The John A. Little Memorial Scholarship is a \$5,000 scholarship to be presented to a student on the Crossett campus.
 - c. Drew County EHC (Extended Homemakers Council) donated a \$5,000 award and a \$15,000 scholarship; in addition, they paid \$10,000 for a Centennial Circle gift.

Mr. Jay Jones, Finance and Administration Vice Chancellor presented his information which included the FY12 3rd Quarter Financial Report, beverage contract, bookstore RFP, and the Chamberlin building renovation.

1. Mr. Jones presented information from the 3rd quarter financial report.
 - a. He shared that the university's overall budget in Educational and General fund is about 32.4 million dollars. Of that budget, 42% is comprised of tuition and fee revenues, and 56% comes from state appropriations.
 - b. Mr. Jones stated that on the expenditure side of the budget, Salary and Fringe benefits equate to 66% of the university's expenses and as of March 31, salaries are at 81%.
 - c. Mr. Jones mentioned that thus far, 75% of the fiscal year is behind us. At this time, tuition and fee revenues are at 107%, which is more than budgeted for. He stated that 74% is about normal for state appropriations.
 - d. Utilities expenditures are down almost \$100,000 from last year. Mr. Jones reported that utility expenses as of March 31 were at \$850,000 compared to the 2011 total of \$952,000. He credits the retrofit upgrades, lower gas prices, and the milder winter as factors for the savings.
2. Vice Chancellor Jones talked about the Beverage Contract and Pouring Rights. He stated that Coca Cola has been UAM's vendor for many years and that their last 10-year contract expired in February. Because of this, a Request for Proposals (RFP) was issued in January.
 - After the committees review of proposals from Pepsi and Coke, it was determined that UAM would contract with Pepsi. Pepsi had a better financial offer and only required a one-year contract with a 6-year renewal option.
3. Mr. Jones talked about the Bookstore RFP. He said that the university will review bids from the BBA Corp., Nebraska and Texas Book Company, and Barnes and Noble. A committee will be created to review the RFP's.
4. Mr. Jones briefly discussed the current status of the School of Forest Resources building renovations. He said that the new annex is complete allowing the move out of the 1956 building to complete the asbestos abatement. A projected completion date for the project should be around homecoming.

Student Affairs Vice Chancellor, Mr. Jay Hughes presented his agenda items which included Who's Who Among Students, student government association and student activities report, and the master housing plan and Wellness Center updates.

1. Vice Chancellor Hughes began with a handout detailing the Who's Who Among Students recipients. He stated that 102 students were nominated for the award. Of those students, 78 were chosen to be evaluated based on factors such as academic performance, honors, and extra-curricular activities. 25 students received the honor and will be recognized at the annual banquet.
2. Mr. Hughes stated that spring elections were recently held to elect the new 2012-2013 Student Government Association Officers. Results are as follows:
 - Samantha Montgomery, President
 - Anastasia Duff, Vice President
 - Kimberly Smith, Treasurer
 - Brittany Harding, Secretary
3. Vice Chancellor Hughes reported on recent student activities which included Black History month, Mardi gras, and International Education week in February. Additional activities for the semester included the Wellness Fair, Career Fair, and the Crawfish Boil. Upcoming events include cheerleader tryouts, Spring Fling, and Greek Week activities.
 - Mr. Hughes mentioned that the Student Activity Board is the governing body over all of the activities on this campus; this group will go to Atlanta to borrow ideas for new items for future campus activities.
4. The Master Housing Plan is in Year 3 of the plan. Mr. Hughes said they will finish with the renovations across campus for the summer which will include the completion of renovations to Bankston and Maxwell Hall's.
 - Mr. Hughes mentioned that he and Dean Kutenkuler are looking at the prospect of building an additional residence hall. At present, they are in the process of obtaining a quote from an architect in terms of a concept drawing and cost for specific information for the facility.
5. Mr. Hughes reviewed information and a floor plan for the new Wellness Center with the Board. The Wellness Center will be housed in the old BSU building with renovations currently underway. Student Health Services will move into the building which will also include an exercise center.

Athletic Director, Chris Ratcliff presented his report which detailed information on the Swing for the Fences Campaign, grants, and ticketing.

1. Mr. Ratcliff said the "Swing for the Fences" campaign is currently underway. At present, \$100,000 has been raised towards the goal of \$500,000 to renovate the baseball and softball fields.
2. Mr. Ratcliff discussed grants. He stated that the NCA awarded two out of the three grants that Athletics had applied for. One grant will help fund a full-time women's basketball assistant coach and the other will be used to help fund the Compliance Officer position to full-time instead of splitting it with Admissions.
 - Mr. Ratcliff said due to the awarded grants, they are now able to reallocate the budget to add another full time game day graduate assistant.
3. Requests will be mailed out for box-seating season tickets beginning June 1st for ticket holders to have their tickets by August 1. Mr. Ratcliff stated that there will be 6 home football games this year with the first football game scheduled on September 1.
 - Dr. Lassiter asked Mr. Ratcliff to discuss changes with the Boomtown Classic. Mr. Ratcliff stated that El Dorado wants to move the Classic around to other universities and have a traveling trophy. They had hoped in getting Division I schools to participate in the Classic.

Mr. Ray reported on the Assembly. He stated that as the end of the academic year is nearing, election of officers for 2012-2013 will take place next week. Provost Ray also mentioned that preparations continue for the

2014 university accreditation visit. He shared that Marsha Clayton and Ranelle Eubanks are the co-chairs of the accreditation visit in 2014 and Jay Hughes will represent the students and staff.

Chancellor, Dr. Jack Lassiter discussed the University of Arkansas System Board Committee appointments, the FY13 budget process, and tuition increases.

1. Dr. Lassiter shared information from a handout which detailed the new University of Arkansas Board Committee appointments; he cited Mike Akin from Monticello as the new Chairman of the Board of Trustees. He also stated that Dr. Bobbitt has changed the Board meetings to Friday to enable students to attend and in the near future, UAM will have some students attend the meetings.
 - Mr. Maxwell questioned if UAM would be hosting a Board meeting. Dr. Lassiter responded that a date is set for April 4 and 5, 2013.
2. Dr. Lassiter spoke about the next Board meeting which is scheduled for May 22. At this meeting, UAM's final budget will be presented. Dr. Lassiter has been working with the Executive Council on finalizing the budget which began with department budget hearings in March to determine departmental needs.
 - a. Chancellor Lassiter stated that because UAM is not receiving any new funding again this year, the university implemented a 5.1 % tuition increase to \$185 credit hour, up from \$176.60 last year. To offset the added increase in tuition for some students, additional revenue will be used to raise the value of scholarships.
 - b. Dr. Lassiter also stated that there will not be an announced salary increase this year. He said based on good projected enrollment made possible by the new on-line programs for the coming year, the university may be able to provide a raise or stipend mid-year.
2. Dr. Lassiter talked about the possible donation of an 1840's home called the Taylor House which sits just off of Bayou Bartholomew. He stated that meetings have been ongoing to garner grant funding from the ANCRC in the amount of \$254,000. The funds will help with the restoration and security of the home in hopes to make it a tourist site. Dr. Lassiter stated that no university funds will go into the facility.

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

Chairman Maxwell requested new business:

- Dr. Lassiter stated that Board Member Lorraine McCullough has resigned from the Board as she has moved out of the area. Recommendations will be made to fill the position in July with the other members of the Board who have terms that expire at that time.
- Mr. Maxwell asked the Board if they should look at holding the meetings on a different day and time. Suggestions will be sent to the Chancellors office for review.

Remarks:

- Mr. Maxwell mentioned that as the new Chairperson of the Board, he would like to see the meetings take place in about an hour and half's time. He also thanked the Executive Council and other Board members for all the work they do.

Chairman Maxwell adjourned the meeting at 5:47.