

AGENDA
ARKANSAS STATE UNIVERSITY
BOARD OF TRUSTEES
December 2, 2011
2:00 p.m.
Beebe Campus

- I. Call to Order
Mr. Howard Slinkard, Chair
- *II. Approval of the Minutes of Meetings
September 9, 2011
- III. President's Report
Reports of the Chancellors
- *IV. Agenda
 - Proposed ASU System Resolutions
 - Resolution approving the ASU System to revise the System Staff Handbook.
 - Resolution approving the ASU System to cease offering the Arkansas Public Employees Retirement System as a retirement option.
 - Resolution approving the ASU System to designate programs of study not subject to tuition discounts.
 - Resolution approving the ASU System Travel Expenses Reimbursement Policy.
 - Proposed ASU-Jonesboro Resolutions
 - Resolution approving ASU-Jonesboro to amend contracts with agents/agencies to require a tuition deposit for all students referred by agents/agencies from South Asia.
 - Resolution approving ASU-Jonesboro to offer a Master of Science in Engineering degree.
 - Resolution approving ASU-Jonesboro private athletic camp.
 - Resolution approving ASU-Jonesboro to realign an existing electrical easement.
 - Proposed ASU-Beebe Resolutions
 - Resolution approving the ASU-Beebe 2011-2016 Strategic Plan.
 - Resolution approving ASU-Beebe to offer the Technical Certificate and the Certificate of Proficiency in Power Sports Technology.

- Resolution approving ASU-Beebe to offer a Graphic Design option within the Associate of Fine Arts degree.
- Resolution approving ASU-Beebe to offer an Associate of Science degree in Environmental Science.

- Proposed ASU-Mountain Home Resolutions
 - Resolution approving ASU-Mountain Home to offer the Associate of Applied Science in Nursing degree online.
 - Resolution approving ASU-Mountain Home to offer the Associate of Applied Science in Funeral Science degree on the campus of Arkansas Tech University at Ozark via distance technology.

V. Executive Session

***VI. Approval of Personnel Actions**

VII. Other Business

***VIII. Election of Officers**

***IX. Adjournment**

***Action Items**

**Arkansas State University
Board of Trustees
December 2, 2011**

The Arkansas State University Board of Trustees met on December 2, 2011, in the Wal-Mart/Regions Room in the Student Union at ASU-Beebe. Mr. Howard Slinkard, chair of the Board of Trustees, called the meeting to order at 2:00 p.m. Board members present were: Mr. Howard Slinkard, Mr. Ron Rhodes, Mr. Mike Gibson, Mr. Dan Pierce, and Mr. Charles Luter. Pastor Joe Hellums of New Liberty Missionary Baptist Church in Beebe, delivered the invocation.

Minutes:

Upon motion by Mr. Luter, second by Mr. Rhodes, the minutes of September 9, 2011, were approved.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

System Report

ASU System – Charles Welch, President

- After seven months, the reorganization of the system office is complete. In addition, plans for each campus have been developed to address bringing faculty salaries up to the SREB averages and improving overall efficiencies for the system.
- Performance funding measures were adopted today by the Higher Education Coordinating Board. Julie Bates, vice president for Finance, and all campus CFOs and chancellors were commended for their work in developing the measures presented.
- Currently, all campuses are reviewing courses to in order to be in compliance with Act 747, which requires all degree programs to be as close to 60 hours for

associate degrees and 120 hours for baccalaureate degrees as possible. It will not be necessary to resubmit the programs for approval as it essentially changes course requirements. The goal is to make sure all campuses in the state are in line as to what is required as well as minimizing the number of hours students must pay for a college degree.

- Economic forecast information just released indicate that in fiscal year 2011, the state ended with a \$93.9 million surplus. As of the period ending in November, figures are ahead of the forecast for general revenue by .6% of 1%. However, while figures remain flat in Arkansas, 36 states had decreases for funding in higher education led by New Hampshire with a 48% decrease. The components of the report indicate that individual income is up 2.6% but gross receipts which include sales tax and general use tax is down 3.3%. In fiscal year 2013, the forecast is that there will be a net available 3.5% increase in funding but it is anticipated that none of it will go to higher education. The Educational Excellence Trust Fund will see a 2.1% increase but there will be a 6.5% decrease in Workforce 2000 Funds. Today, the Arkansas Department of Higher Education released and approved their operating recommendation of \$63 million new dollars for higher education for next year; however, it is earmarked for two- and four-year schools that fall below the 75% funding level. While recommended, the money is not expected to actually be given to the institutions.
- The reports for the first year of the Academic Challenge (Lottery) Scholarship for each campus reveal mixed results across the state regarding the number of students who did not renew scholarships. The two-year institutions were the most affected; since they did not receive as many scholarships the percentage fluctuated more. All

campuses within the system were close together and performed in a manner consistent with other two-year institutions in the state. ASU-Jonesboro had 82.77% of students renew or complete eligibility for the Academic Challenge Scholarship, which was the highest of any public university in Arkansas.

ASU-Beebe – Eugene McKay, Chancellor

- The ASUB Debate Club won third place in the 2011 Model United Nations program at Arkansas Tech University and Lauren Harris won first place in the Student Entrepreneur Showcase at the National Association of Community College Entrepreneurs.
- A million dollar renovation of the student center section of the Administration Building and the Automotive Technology Building on the ASU-Searcy campus has been completed. Since 2003, a total of \$8 million dollars has been spent on renovations at ASU-Searcy.
- The Medical Laboratory Technology program received a seven-year renewal of accreditation.
- On February 13-15, 2012, a team from The Higher Learning Commission will visit the ASU-Beebe campuses. Dr. McKay commended all those who have worked tirelessly to prepare the documents necessary for the visit.

ASU-Jonesboro – Dan Howard, Interim Chancellor

- A transitional doctorate of Physical Therapy (DPT) program will be offered. A transitional degree would allow a student to earn the DPT if they have earned a bachelor's in Physical Therapy or if they have a masters' in Physical Therapy. The Arkansas Department of Higher Education requires that the board be informed prior to the submission of a letter of notification.

- A rendering of the proposed Church of Christ Student Center was shown. A 25-year renewable lease of \$1.00 per year was executed on January 8, 2008 by the Board of Trustees. The facility will be located off Johnson Avenue in the location of the former Jazzman's Café.
- ASUJ is seeking approval from the board to grant an easement to City Water and Light. The easement will allow better access to a power substation that serves the university. No exchange of funds are associated with the easement.
- Preliminary plans for construction of a Rugby Clubhouse have been developed. The clubhouse will be approximately 6,100 square feet with an approximate cost of \$650,000 to \$750,000 with funding generated from fees paid by international students and private contributions. The facility will be located north of the existing rugby field.
- Tuesday, November 29, a dedication of the Marion Berry Parkway was held. As a result of the opening of the overpass, portions of Caraway Road will be closed as an entrance to the university from the north and the south.
- On November 29, Governor Beebe presented a symbolic check of \$6 million from GIF funds for the Humanities and Social Sciences Building. This amount combined with the \$4 million already received will allow the steel work to be completed, utilities stubbed in, and creation of a building envelope.
- Architects have been retained to address student housing issues pertaining to sorority housing, non-traditional housing, replacement of HVAC in Kays Hall, and new honors housing. Costs for the projects are approximately \$28 million. A campus master plan is being developed with those projects included.

- University Police Department Sergeant Bobby Duff was introduced. He was recently named Arkansas Law Enforcement of the Year for preventing a robbery at a Jonesboro restaurant.
- A total of 1,335 graduates are expected at the December commencement. Because this is the highest number of December graduates in the history of ASU, a morning and afternoon ceremony will be held with Senator Robert Thompson as the speaker.
- From 2007 to 2011, the number of degrees awarded has doubled. In 2007, 658 degrees were awarded during fall commencement. In 2011, 1,335 degrees will be awarded. There was a 39% increase in degrees awarded from 2010 to 2011.
- The ASU football team has been invited to the GoDaddy.com Bowl on January 8, 2012, in Mobile, Alabama.

ASU-Mountain Home – Ed Coulter, Chancellor

- The Vada Sheid Community Development Center has been designated as LEED Certified by the United States Green Building Council.
- Over 28,000 people have attended various events during the first year of opening the Vada Sheid Community Development Center.
- The Funeral Science program was accredited for an additional seven years in October and the Paramedic program, offered in conjunction with UAMS, received state accreditation and is being recommended for national accreditation.
- ASUMH celebrated Career Education Week November 14-18. Ms. Tamara Mitchell with Career Placement Services was commended for her efforts in making this event successful.

- An enrollment data graph showed the demographics of students. While most students are from Arkansas, ASUMH did have one student from Mongolia.
- Because of the economy, deferred maintenance of facilities is a major issue across the nation. A report from ADHE showed buildings 30 years old and over. At the two-year schools, 68% of the buildings are over 11 years old. ASUMH has 10% of buildings that are in that number.
- Plans are underway to create a faculty senate and staff senate on campus.
- Events such as the Moscow Ballet, Kids Bash, and Jingle on the Green are held to benefit the university community and the community at large.
- On January 16, ASUMH will host a tour of Crystal Bridges. Buses have been reserved and all faculty, staff, students and community leaders and supporters have been invited to attend.
- ASUMH is planning to meet with community leaders to further address vocational and technical education needs.

ASU-Newport – Larry Williams, Chancellor

- Adam Adair was introduced as vice chancellor for Fiscal Affairs.
- Zain Chauhan was awarded a Student Undergraduate Research Fellowship (SURF) by the Arkansas Department of Higher Education. This was the first time an ASUN student was selected.
- ASUN was recognized by *G.I. Job* magazine as being in the top 20% of 1,518 colleges and universities listed as military friendly institutions.
- The Community College Survey of Student Engagement profiled ASUN as one of ten programs in the nation considered to be an exemplary model of a high school to college transition program.

- An *Arkansas Business* article recognized Jonesboro as a city of distinction for workforce development and featured a lead picture of the ASUN Jonesboro campus focusing on the industrial maintenance and automated manufacturing programs.
- Dr. Sandra Massey, vice chancellor for Academic Affairs, explained that a *Faculty Performance Review Guide* has been created outlining the responsibilities of faculty and administration as well as the cycle and timeline for assessment. Using LEAN initiatives, the faculty led the effort to streamline content areas and to develop consistency within the campuses for faculty performance review. She also reported that ASUN has received a Path to Accelerated Completion and Employment (PACE) grant of approximately \$590,000. ASUN chose two career pathways— transportation technology and nursing. Transportation technology will include Collision Repair and Automotive Services on the Marked Tree campus and Commercial Truck Driving and Diesel Technology on the Newport campus. Nursing programs at ASUN Jonesboro campus and Newport campus are included. A representative from Student Services and a faculty member will fill the advisement position. The grant will allow classes and schedules to be redesigned to assist working students balance jobs and college resulting in greater student success and an increased number of graduates.
- Beginning with the spring semester, the Compass test fee for students matriculating into the college will be reduced from \$30 to \$10. High school students concurrently enrolled will not be charged a fee for the test.

Dr. Welch clarified that not only was Zain Chauhan the first ASUN student to receive the SURF award, he is the first student selected from a two-year institution in Arkansas. He also commended Chancellor Williams and Robert Evans for their efforts in

obtaining Arkansas Delta Training and Education Consortium funds for the Newport and Jonesboro campuses.

ASU System Resolutions:

- Resolution 11-47 approving the ASU System to revise the System Staff Handbook. Changes were necessary in order to be in compliance with new laws and revisions in Title IX.

- Resolution 11-48 approving the ASU System to cease offering the Arkansas Public Employees Retirement System (APERS) as a retirement option.

Passage will allow costs to be better controlled in the future. All existing eligible employees currently enrolled in APERS will be given the opportunity to be grandfathered into the program; however, because of a change in the law in 1995, not all existing employees are considered eligible.

- Resolution 11-49 approving the ASU System to designate programs of study not subject to tuition discounts.

Tuition discounts are provided to faculty and staff; however, there are some special programs, primarily on-lines programs and others which are self-sustaining, that need to be exempted from the discount.

- Resolution 11-50 approving the ASU System Travel Expenses Reimbursement Policy.

The policy relating to travel expense reimbursements was created because of changes made by the Department of Finance and Administration announced on November 3 and retroactive to November 1. The policy will more clearly define travel expenses related to vehicle reimbursement, mileage calculations, and guests of state. The system policy will apply to all campuses within the system.

Upon motion by Mr. Rhodes, second by Mr. Gibson, Resolutions 11-47 through 11-50 were approved.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

ASU-Jonesboro Resolutions:

- Resolution 11-51 approving ASU-Jonesboro to amend contracts with agents/agencies to require a tuition deposit for all students referred by agents/agencies from South Asia.

This protects against the loss of funds to the university from students who obtain a visa to come to the United States to attend ASU and then decide to attend another institution. Interim Chancellor Dan Howard said this is a standard practice among higher education institutions.

- Resolution 11-52 approving ASU-Jonesboro to offer a Master of Science in Engineering degree.
- Resolution 11-53 approving ASU-Jonesboro private camp.
- Resolution 11-54 approving ASU-Jonesboro to realign an existing electrical easement.

Upon motion by Mr. Pierce, second by Mr. Luter, Resolutions 11-51 through 11-54 were approved.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

ASU-Beebe Resolutions:

- Resolution 11-55 approving ASU-Beebe 2011-2016 Strategic Plan.

- Resolution 11-56 approving ASU-Beebe to offer the Technical Certificate and the Certificate of Proficiency in Power Sports Technology.
- Resolution 11-57 approving ASU-Beebe to offer a Graphic Design option within the Associate of Fine Arts degree.
- Resolution 11-58 approving ASU-Beebe to offer an Associate of Science degree in Environmental Science.

Upon motion by Mr. Rhodes, second by Mr. Gibson, Resolutions 11-55 through 11-58 were approved.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

ASU-Mountain Home Resolutions:

- Resolution 11-59 approving ASU-Mountain Home to offer the Associate of Applied Science in Nursing degree online.
- Resolution 11-60 approving ASU-Mountain Home to offer the Associate of Applied Science in Funeral Science degree on the campus of Arkansas Tech University in Ozark via distance technology.

Upon motion by Mr. Luter, second by Mr. Pierce, Resolutions 11-59 and 11-60 were approved.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

Upon motion by Mr. Gibson, second by Mr. Rhodes, the board retired into executive session at 3:08 p.m.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

Mr. Slinkard announced: "This body has voted to retire into executive session to consider the personnel action items. We will reconvene in public session following this executive session to present and vote on any action arrived at in private."

The board reconvened at 4:07 p.m.

Upon motion by Mr. Pierce, second by Mr. Luter, the ASU-Jonesboro academic appointments, academic reassignments of duty, non-academic appointments, and non-academic reassignments of duty were approved.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

Upon motion by Mr. Gibson, second by Mr. Rhodes, the ASU-Beebe academic appointment, non-academic appointment, and non-academic reassignment of duty, were approved.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

Upon motion by Mr. Luter, second by Mr. Gibson, the ASU-Mountain Home non-academic appointment and non-academic reassignment of duty were approved.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

Upon motion by Mr. Rhodes, second by Mr. Pierce, the ASU-Newport academic appointment and non-academic appointment were approved.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None

Other Business

Upon motion by Mr. Luter, second by Mr. Pierce, the following were elected as officers for 2012:

Chair – Ron Rhodes
Vice Chair – Mike Gibson
Secretary – Dan Pierce

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

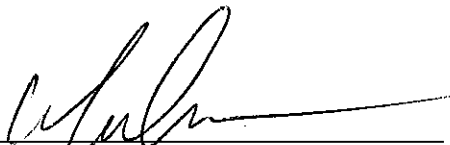
NAYS: None

Mr. Slinkard presented a gavel to incoming chair Mr. Rhodes. Mr. Rhodes thanked Mr. Slinkard for his leadership and counsel during the past year.

Upon motion by Mr. Pierce, second by Mr. Gibson, the meeting adjourned at 1:58 p.m.

AYES: Slinkard, Rhodes, Gibson, Pierce, Luter

NAYS: None



Mike Gibson, Secretary



Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Charles L. Welch 501-660-1000

ACTION ITEM: Arkansas State University System seeks approval of the revised System Staff Handbook.

ISSUE: The Board of Trustees must approve all revisions to handbooks.

BACKGROUND:

- Changes in Title IX (20 U.S.C. § 1681 et. seq.) require revisions to the System Staff Handbook.
- Representatives from all campuses have worked together to prepare appropriate Title IX procedures.
- Additional revisions needed to bring the System Staff Handbook current with all laws and regulations also were made.
- The System Staff Handbook will be posted electronically on the Arkansas State University System website.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University System is approved to adopt the revised System Staff Handbook effective immediately.



Mike Gibson, Secretary



Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Charles L. Welch (501) 660-1000

ACTION ITEM: The Arkansas State University System requests approval to cease offering the Arkansas Public Employees Retirement System as a retirement option.

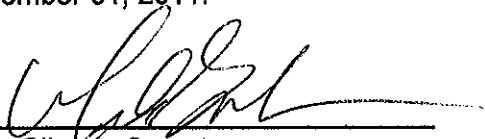
ISSUE: The Board of Trustees must approve retirement options to be offered to faculty and staff.

BACKGROUND:

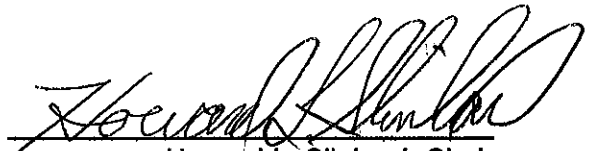
- The Arkansas Public Employees Retirement System (APERS) was amended during the last legislative session. Those changes include mandatory payments for retired employees who return to work for state agencies even though those payments do not benefit the employee.
- Public announcements have been made of multiple future increases to the mandatory employer contributions to APERS which is not in the best interest of the System.
- Eligible employees currently enrolled in APERS will be given the opportunity to be grandfathered into the program and their benefits continued or to elect to participate in another retirement plan offered by Arkansas State University.
- All handbooks, literature, electronic postings, and other materials will be edited to reflect that APERS is not a retirement option at any campus of the Arkansas State University System.

RECOMMENDATION/RESOLUTION:

Be it resolved that the Arkansas State University System is approved to cease offering the Arkansas Public Employees Retirement System as a retirement option effective December 31, 2011.



Mike Gibson, Secretary



Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Charles L. Welch (501) 660-1000

ACTION ITEM: The Arkansas State University System requests approval to designate programs of study not subject to tuition discounts.

ISSUE: The Board of Trustees must approve all tuition and fees.

BACKGROUND:

- ASU System employees, and their eligible spouses and dependents, have been granted by the Board of Trustees tuition discounts of 75% on undergraduate courses and 50% on graduate courses.
- System campuses may develop, from time to time, programs of study which are offered, in their entirety, for a fixed tuition rate. These programs are not suitable for discounted tuition.
- Each campus within the ASU System shall designate programs of study which are not subject to tuition discounts for approval by the Board of Trustees.
- The following programs offered by ASUJ shall not be available at discounted tuition rates.

Academic Partnership Programs (On-line)

- Specialist in Education
Education Specialist
- Master of Science in Education
Educational Leadership
Curriculum and Instruction
Gifted, Talented and Creative
Special Education - Instructional Specialist P-4
Special Education - Instructional Specialist 4-12
Educational Theory and Practice
- Professional Certifications
Arkansas Gifted, Talented and Creative Teachers
Arkansas Building- Level/Principal
Arkansas Curriculum Director
Arkansas Special Education Director
Arkansas Gifted, Talented Director
Arkansas P-4 Special Education Teacher
Arkansas 4-12 Special Education Teacher

EXECUTIVE SUMMARY

Contact: Charles L. Welch (501) 660-1000

- Master of Public Administration
- Bachelor of Science/Bachelor of Professional Studies
Interdisciplinary Studies
RN to BSN
Disaster Preparedness and Emergency Management Emphasis

Self-Sustaining Programs and Other On-line Programs

- Accelerated BSN
- Master of Science
Disaster Preparedness and Emergency Management (On-line)
- Associate of Applied Science
Disaster Preparedness and Emergency Management (On-line)
- Master of Business Administration (On-line)
- Master of Science
Certified Registered Nurse Anesthetist

RECOMMENDATION/RESOLUTION:

Be it resolved that each campus of the Arkansas State University System is approved to designate programs of study which are not subject to tuition discounts for approval by the Board of Trustees and that the above programs submitted by ASUJ are not subject to tuition discounts effective immediately.


Mike Gibson, Secretary


Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Charles L. Welch 501-660-1000

ACTION ITEM: Arkansas State University System seeks approval to adopt a policy governing travel expenses reimbursement.

ISSUE: The Board of Trustees must approve all system policies.

BACKGROUND:

- Employees as well as volunteers, non-state employees, and official guests of the state are authorized by law and regulation to receive reimbursement for actual expenses for meals, lodging, transportation and incidental expenses when providing services for the state.
- The Department of Finance and Administration adopted new regulations addressing reimbursement for travel expenses on November 1, 2011.
- Arkansas State University System desires to apply all laws and regulations governing travel expenses consistently among the campuses.
- A system policy will assist all campuses by establishing clear guidelines for reimbursement of travel expenses for employees, volunteers, non-state employees, and official guests of the state.
- A copy of the ASU System Travel Expenses Reimbursement Policy is attached to this resolution.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University System Travel Expenses Reimbursement Policy is approved effective immediately.


Mike Gibson, Secretary


Howard L. Slinkard, Chair

ASU System Policy

Effective Date: December 2, 2011

Subject: Travel Expense Reimbursement Policy

1. Purpose

Cost containment is and will continue to remain a major focus of the Arkansas State University System. Employees will ensure that travel expense reimbursement is properly documented so that only authorized amounts are paid.

2. Definitions

Arkansas State University System (ASU) means all campuses and locations comprising the Arkansas State University System now and in the future.

Activities or Services which Benefit the State means

- A. Transporting ASU guests or attendees to or from official functions conducted on or off campus;
- B. Transporting ASU property to or from ASU functions conducted on or off campus;
- C. Staffing booths, desks, tables, or other locations for the purpose of distributing ASU information;
- D. Serving as official representatives of ASU for promotion, advancement, or public relations purposes;
- E. Performing tasks requested by ASU officials in furtherance of the interests of ASU. Mere attendance at ASU events is insufficient. Active, participatory acts are required.

Volunteer means a non-employee who donates time for activities or services to ASU receiving no compensation.

Official Guest means those persons designated by the System or campus chief executive officer or designee as representatives of ASU for any specific event.

Non-State Employee means any person not employed by the State of Arkansas.

Actual Expenses means costs for meals, lodging, transportation and incidental expenses when submitted on a TR-1 form.

3. Arkansas State University System Travel Expenses Reimbursement Policy

ASU will comply with all laws and regulations governing travel expenses reimbursement. Employees shall be reimbursed for their actual expenses when traveling on official business of ASU. Volunteers, Non-State Employees, and Official Guests providing benefit to the State shall be reimbursed for their actual expenses when properly authorized by the System or campus chief executive officer or designee.

4. Process

Employees

- A. Employees shall utilize the most economical method of transportation for travel. Fleet vehicles or rental vehicles under contract with the state should be used whenever possible. If it is in the best interest of ASU for an employee to use a method of travel which exceeds the most economical calculation due to times and dates of travel, trips requiring stops at multiple locations, or other specific circumstances, the System or campus chief executive officer or designee must authorize this payment.
- B. Employees shall submit a TR-1 form in order to be reimbursed for actual expenses. Receipts must be attached documenting the actual expenses.

- C. Reimbursement for mileage when using personal vehicles will be in accordance with current law and regulations. Vicinity miles must be documented by a mileage log or memorandum detailing miles traveled.

Volunteers, Non-State Employees, or Official Guests

- A. Volunteers, Non-State Employees or Official Guests shall submit a TR-1 form in order to be reimbursed for actual expenses. Receipts must be attached documenting the actual expenses.
- B. Volunteers, Non-State Employees or Official Guests participating in conferences or seminars must submit programs, agendas, or other documentation as proof of active, participatory service to the State.
- C. Volunteers, Non-State Employees, or Official Guests must have written approval from the chief executive officer of the campus or designee in order to be eligible to claim travel expenses.

(Adopted by the Arkansas State University Board of Trustees on December 2, 2011, Resolution 11-50)

EXECUTIVE SUMMARY

Contact: Dr. G. Daniel Howard (870) 972-3030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to modify its contracts with agents/agencies in South Asia to require students that they place at ASUJ to pay a non-refundable tuition deposit of \$5,000 prior to formal admission to the university and the issuance of the I-20 form.

ISSUE: The Board of Trustees must approve all tuition and fee changes.

BACKGROUND:

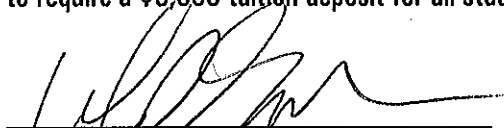
- ASUJ has individual contracts with a number of agents/agencies in South Asia whereby these agents/agencies who represent ASUJ in selected countries in South Asia (i.e., India, Nepal, Sri Lanka, Bangladesh, Pakistan, and Mauritius) place well-qualified students at ASUJ.
- Recruiting well-qualified international students from South Asia by agents/agencies on contract with ASUJ is highly successful, but costly to ASUJ and agents/agencies if the associated students admitted to ASUJ do not matriculate.
- Unfortunately, a number of students placed by agents/agencies from South Asia trade in bad faith on the good name of ASUJ in order to obtain student visas and immediately transfer to less expensive community colleges in the United States, in order to save money; however, these transfers have adverse financial implications for ASUJ.
- It is very difficult for international students to obtain student visas to attend community colleges directly from their home countries.
- When international students request transfers to community colleges (which ASUJ must allow under federal law), ASUJ encourages such students to transfer to other ASU campuses (although most international students involved in such transfers thus far have not taken this action).
- Estimates suggest that international students from South Asia need to be enrolled at ASUJ for at least one semester to offset associated recruiting costs (for ASUJ and agents/agencies), and it is better to be able to amortize these costs over two semesters.
- Requiring a \$5,000 tuition deposit (applicable only to the payment of tuition at ASUJ) of students referred to ASUJ from agents/agencies from South Asia, will provide protection to agents/agencies and ASUJ for their investment in recruiting in South Asia and should not inhibit the enrollment of students (from South Asia at ASUJ) who are interested truly in attending and graduating from ASUJ and not transferring out immediately to a community college.
- It is proposed that the \$5,000 tuition deposit (if approved) is refundable until such time as the student receives a student visa based upon admission to ASUJ and the issuance of an I-20 form from ASUJ and he/she enters the United States with this visa; thereafter, this tuition deposit is non-refundable (except for documented financial exigency as approved by ASUJ) and will be used to offset international student recruiting.

EXECUTIVE SUMMARY

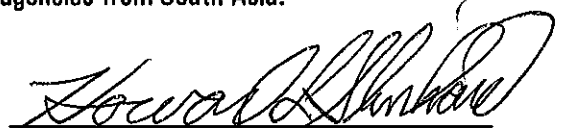
Contact: Dr. G. Daniel Howard (870) 972-3030

RECOMMENDATION/RESOLUTION

Be it resolved that Arkansas State University-Jonesboro is approved to amend its contracts with agents/agencies to require a \$5,000 tuition deposit for all students referred by agents/agencies from South Asia.



Mike Gibson, Secretary



Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Dr. Glen Jones (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to offer a new degree program, Master of Science in Engineering.

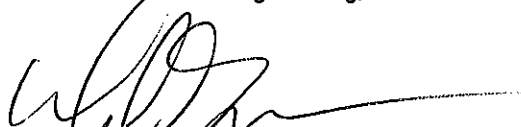
ISSUE: The Board of Trustees must approve the offering of any new degree, minor or any new option of an existing degree.


BACKGROUND:

- The ASUJ College of Engineering is poised to initiate an expanded engineering graduate program that will build upon ASU's tradition and existing strengths in engineering education and research.
- The Master of Science in Engineering program will enable engineering graduate students to enhance their investigation and problem-solving skills through the application of advanced engineering principles and methods in original research and development activities.
- The program will further enhance ASU's recognition as a comprehensive research-oriented university.
- No similar program exists in northeast and eastern Arkansas as the state has few universities offering Master of Science degrees in Engineering.
- New funds will be required to support the program during the first three years with revenue generated as a result of program growth covering future program costs.
- The program has gone through the requisite campus approval processes.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to offer a new degree program, Master of Science in Engineering, effective fall semester 2012.


Mike Gibson, Secretary


Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Ed Kremers (870) 972-3303

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval of a winter 2012 private athletic camp agreement.

ISSUE: ASUJ wishes to contract with certain athletic personnel to conduct private athletic camps on the ASUJ campus. Camps are designed to bring future students to ASUJ due to their exposure to its facilities and personnel while engaged in program activities. Additionally, funds are generated and paid to ASUJ to cover the use of its facilities and auxiliary services.

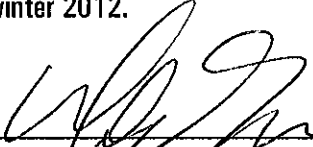
BACKGROUND:

- A.C.A. § 6-62-401 authorizes the Boards of Trustees of the state institutions of higher learning to grant permission to employees of such institutions to conduct, on and in campus facilities, certain outside work for private compensation (as described in the Act) which are to be engaged in only after they have discharged fully, their employment responsibilities to such institutions. Employees are required to take vacation during these camp periods.
- The Act grants the board the non-delegable duty to make express findings of fact as follows:
 - the activity in question involves no conflict of interest with the mission and purpose of the institution itself;
 - the activity proposed would bring to the campus a significant number of persons who are potentially future students who might tend to enroll on that campus as a result of their exposure to its facilities and its personnel while engaged in this activity; and
 - the contemplated activity will, as a part thereof, generate funds to be paid to the state institution for housing, meals and for the use of institutional resources which will produce significant revenues in support of the auxiliary functions of the particular campus serving its enrolled students.
- The proposed contract complies with A.C.A § 6-62-401.
- The 2012 winter contract is as follows:

Tommy Raffo (Head Baseball Coach) for:
Tommy Raffo Winter Baseball Camps

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to enter into the agreement submitted for the purpose of allowing certain athletic personnel to conduct private athletic camps on and in ASUJ campus facilities for winter 2012.



Mike Gibson, Secretary



Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Ed Kremers (870) 972-3303

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to realign an existing electrical easement with City Water and Light.

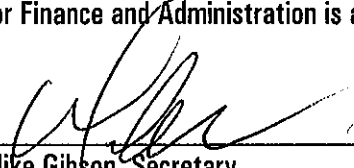
ISSUE: The current easement for the electrical substation located at Johnson Avenue and University Loop East does not allow City Water and Light primary access to the substation off Johnson Avenue.

BACKGROUND:

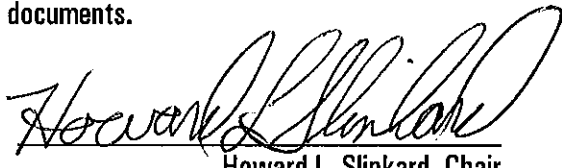
- Access to the substation on Johnson Avenue is primarily by way of "A" street, which is a street owned and maintained by ASU-Jonesboro.
- City Water and Light is interested in establishing its primary access to the substation directly off Johnson Avenue, and retaining the access off "A" street as a secondary access.
- The realignment of the easement will not change the total land available to City Water and Light for its use and there will be no associated funds involved for this realignment.
- A partial description of the land being granted for an easement to City Water and Light is as follows:
A part of the Southeast Quarter of the Southwest Quarter (SE1/4 NW1/4) of section 9, Township 14 North, Range 4 East, Craighead County, Arkansas.
- A partial description of the easement being relinquished by City Water and Light is as follows:
A part of the Northeast Quarter of the Northwest Quarter (NE1/4 NW1/4) of section 16, Township 14 North, Range 4 East, Craighead County, Arkansas.
- A plat of the survey with full legal description of each parcel describing the easement is attached to this resolution for review.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to grant an easement to City Water and Light and accept relinquishment of the same size existing easement from City Water and Light, and the Vice Chancellor for Finance and Administration is authorized to execute the easement documents.



Mike Gibson, Secretary

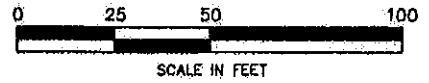


Howard L. Slinkard, Chair

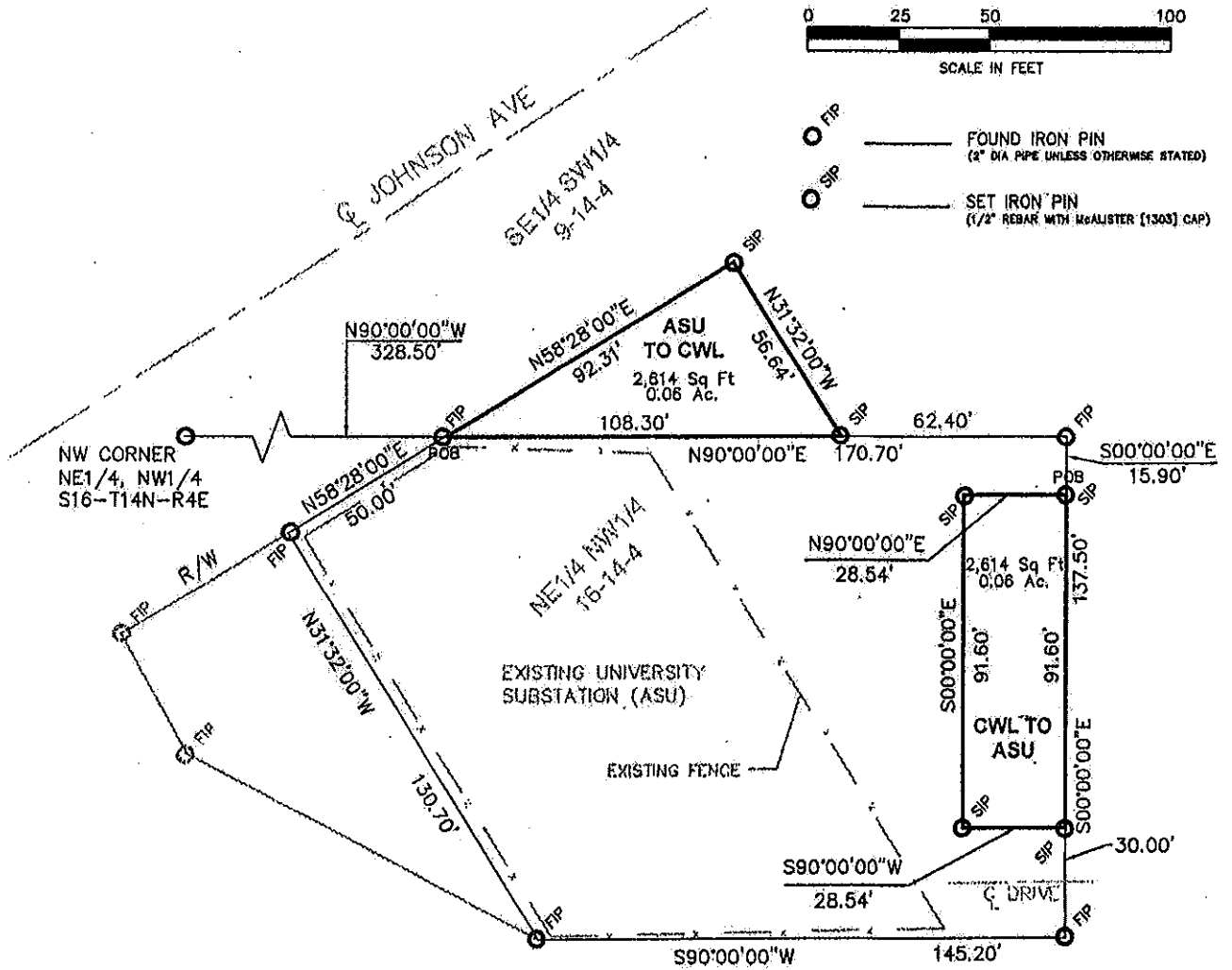
BASIS OF BEARING - RECORD NORTH LINE OF SECTION 16 AS CALLED FOR BY DEED BEARING: N90°00'00"E

REFERENCE DOCUMENT(S) - ATTACHMENT "B" (UNIVERSITY SUBSTATION DESCRIPTION) AS SHOWN IN DEED BOOK 751 AT PAGE 485 IN THE OFFICE OF THE CIRCUIT CLERK FOR CRAIGHEAD COUNTY IN JONESBORO, ARKANSAS.

RECORD NORTH



- FOUND IRON PIN (2" DIA. PIPE UNLESS OTHERWISE STATED)
- SET IRON PIN (1/2" REBAR WITH MOULSTER [1303] CAP)



DESCRIPTION: CWL TO ASU

A PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER (NE1/4 NW1/4) OF SECTION 16, TOWNSHIP 14 NORTH, RANGE 4 EAST, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER (NE1/4 NW1/4) OF SECTION 16; THENCE N90°00'00"E 499.20 FEET ALONG THE NORTH LINE OF SAID SECTION 16 TO A POINT; THENCE S00°00'00"E 15.90 FEET TO THE POINT OF BEGINNING;

CONTINUE THENCE S00°00'00"E 91.60 FEET TO A POINT, THENCE S90°00'00"W 28.54 FEET TO A POINT, THENCE N00°00'00"E 91.60 FEET TO A POINT, THENCE N90°00'00"E 28.54 FEET TO THE POINT OF BEGINNING, CONTAINING SOME 0.06 ACRES, MORE OR LESS, BEING SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RESERVATIONS, AND RIGHTS OF WAY OF RECORD.

DESCRIPTION: ASU TO CWL

A PART OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4 SW1/4) OF SECTION 9, TOWNSHIP 14 NORTH, RANGE 4 EAST, CRAIGHEAD COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4 SW1/4) OF SECTION 9; THENCE N90°00'00"E 328.50 FEET ALONG THE SOUTH LINE OF SAID SECTION 9 TO A POINT ON THE SOUTH RIGHT OF WAY OF ARKANSAS HIGHWAY 49 (JOHNSON AVENUE), THE POINT OF BEGINNING;

THENCE N58°28'00"E 92.31 FEET ALONG SAID RIGHT OF WAY TO A POINT, THENCE S31°32'00"E 56.64 FEET TO A POINT ON THE SOUTH LINE OF SAID SECTION 9, THENCE S90°00'00"W 108.30 FEET ALONG THE SOUTH LINE OF SAID SECTION 9 TO THE POINT OF BEGINNING, CONTAINING SOME 0.06 ACRES, MORE OR LESS, BEING SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RESERVATIONS, AND RIGHTS OF WAY OF RECORD.

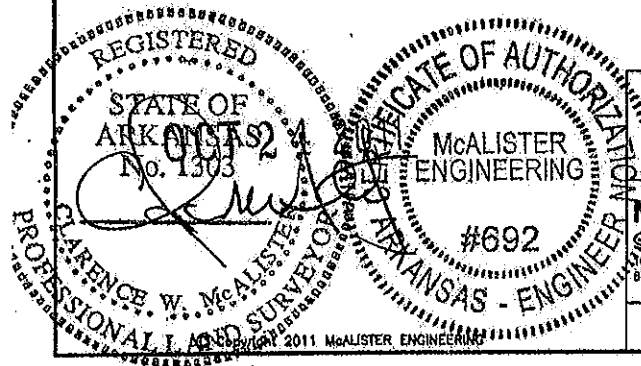
PLAT OF SURVEY

IN SECTIONS 9 & 16, TOWNSHIP 14 NORTH, RANGE 4 EAST
JONESBORO, CRAIGHEAD COUNTY, ARKANSAS

McALISTER ENGINEERING
CIVIL ENGINEERING AND LAND SURVEYING
1013 CR 620 JONESBORO, AR 72404
870-931-1420

CLARENCE W. 'MAC' McALISTER, PE, PS

DRAWN BY: JH	CHECKED BY: CM
SCALE: 1" = 50'	
DATE: 20OCT11	FILE: 1039124
DWG REF. 4E-14N-9 & 4E-14N-16	
JOB NO: 1040606	SHEET 1 / 1
500-14N-04E-0-08-320-16-1303/500-14N-04E-0-16-410-16-1303	



EXECUTIVE SUMMARY

Contact: Dr. Eugene McKay (501) 882-8956

ACTION ITEM: Arkansas State University-Beebe (ASUB) requests approval for its proposed 2011-2016 Strategic Plan.


ISSUE: The Board of Trustees must approve all strategic plans.

BACKGROUND:

- After completing an extensive multi-year assessment process coordinated by a planning team, ASUB determined that the current Strategic Plan required revision.
- ASUB completed the self-study documents for the upcoming Higher Learning Commission accreditation visit, and the ASUB Chancellor's Council conducted multiple assessments in order to prepare the 2011-2016 Strategic Plan.
- This plan will guide the campus for the next five years.

RECOMMENDATION/RESOLUTION:

Be it resolved that the 2011-2016 Strategic Plan for Arkansas State University-Beebe is approved effective immediately.


Mike Gibson, Secretary


Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Dr. Ted Kalthoff (501) 882-8830

ACTION ITEM: Arkansas State University–Beebe (ASUB) requests approval to offer the Technical Certificate in Power Sports Technology and the Certificate of Proficiency in Power Sports Technology.

ISSUE: The Board of Trustees must approve the offering of any new degree program or any new option of any existing program.

BACKGROUND:

- Arkansas State University-Beebe currently offers Associate of Applied Science degrees and Technical Certificates in a number of technical fields. The Technical Certificate in Power Sports Technology and the Certificate of Proficiency are designed to provide students with the skills necessary to move directly into the workforce. The program is designed to train students in skills needed to service and repair off road recreational vehicles including ATVs, golf carts, off road motorcycles, tiller handle outboard motors, and some turf management equipment.
- The program has been developed in conjunction with the Regional Career Center housed at the Searcy Campus of ASUB. The faculty member currently teaching limited courses in this area is a faculty member for the career center and he will continue to teach the courses for this program.
- Facilities and equipment needed for this program are already in place; and, a limited number of power sports technology courses are being offered at the Searcy Campus of ASUB.
- The Technical Certificate in Power Sports Technology will be a 31 credit hour program and the Certificate of Proficiency in Power Sports Technology will be a 9 credit hour program.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Beebe is approved to offer the Technical Certificate and the Certificate of Proficiency in Power Sports Technology, effective spring semester 2012.



Mike Gibson, Secretary



Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Dr. Ted Kalthoff (501) 882-8830

ACTION ITEM: Arkansas State University-Beebe (ASUB) requests approval to offer a Graphic Design option within the approved Associate of Fine Arts degree.

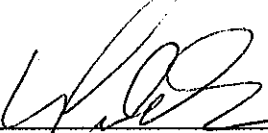
ISSUE: The Board of Trustees must approve the offering of any new degree program or any new option of any existing program.

BACKGROUND:

- ASUB currently offers two options within the Associate of Fine Arts degree. One option is in theater and one option is in music. This Graphic Design option would offer a third option within the Associate of Fine Arts degree.
- Graphic Design courses are currently being taught on the Beebe Campus by an adjunct instructor. With the approval and implementation of this program, there will be a need for a full-time instructor in the area of graphic design. The request for this position will be addressed in the upcoming budget year.
- Facilities and equipment needed for this program are already in place at the Beebe campus. When the England Center was remodeled, a state of the art MAC lab was installed. The lab currently includes 14 MAC computers with the appropriate graphic design software and a dedicated color printer.
- The Graphic Design option within the Associate of Fine Arts program will be a 60 credit hour program.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Beebe is approved to offer a Graphic Design option within the Associate of Fine Arts degree, effective spring semester 2012.



Mike Gibson, Secretary



Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Dr. Ted Kalthoff (501) 882-8830

ACTION ITEM: Arkansas State University-Beebe (ASUB) requests approval to offer an Associate of Science degree in Environmental Science.

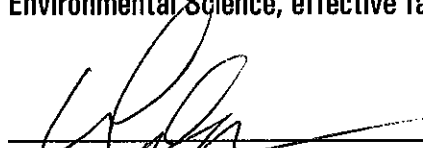
ISSUE: The Board of Trustees must approve the offering of any new degree program or any new option of any existing program.

BACKGROUND:

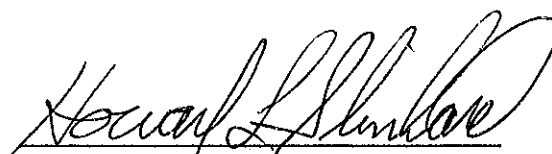
- During the past year faculty from the Beebe and Heber Springs campuses of ASUB have worked with faculty from Arkansas State University-Jonesboro to develop an environmental science program. This will be a 2+2 program with ASUB offering the associate's degree and ASU-Jonesboro offering the bachelor's degree.
- Only one additional course had to be added to the ASUB curriculum to have the courses necessary for the 2+2 program with ASU-Jonesboro. That course was ZOO 1204, Principles of Zoology. Faculty at both the Beebe and Heber Springs campuses have the credentials to teach this course and it will be offered as part of their regular load.
- Facilities and equipment needed for this program are already in place at the Beebe and Heber Springs campuses. When science facilities were developed at both campuses, the facilities were equipped to handle courses necessary for this program.
- The Associate of Science in Environmental Science program will be a 60 credit hour program. The program is designed to provide a broad basis in the sciences to promote the further study of environmental science at ASU-Jonesboro and to provide an understanding of environmental principles for students choosing to seek employment after associate degree attainment.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Beebe is approved to offer the Associate of Science in Environmental Science, effective fall semester 2012.



Mike Gibson, Secretary



Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Dr. Pat Bailey (870) 508-6102

ACTION ITEM: Arkansas State University-Mountain Home requests approval to offer the Associate of Applied Science in Nursing (AASN) degree via distance technology.

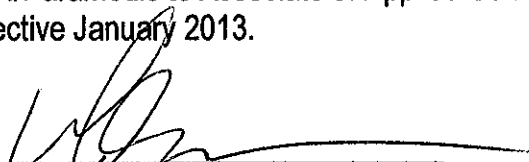
ISSUE: The ASU Board of Trustees must approve new academic program offerings.

BACKGROUND:


- ASUMH has offered the Practical Nursing program for the past fifteen years and began offering the Practical Nursing evening and Saturday program in 2007. ASUMH began offering the Paramedic program in 1998. The LPN/Paramedic to AASN degree via distance technology will offer the graduates of these programs the opportunity to take the next step in their profession.
- ASUMH, through a statewide two-year college Department of Labor grant, will receive approximately \$200,000 over a three year period to establish and offer this program. One of the focuses of the grant is the creation and expansion of healthcare degrees.
- There is not another campus in Arkansas that offers a LPN/Paramedic to RN bridge program via distance technology.
- ASUMH has been offering classes via distance technology since spring 2002.
- ASUMH received the ten-year maximum (2008-2018) continuing accreditation from the North Central Association of the Higher Learning Commission and is approved to offer existing approved programs via distance technology.
- This offering is in response to the need for RNs expressed by Baxter Regional Medical Center. This program also will address the need for increased numbers of RN graduates in the region, state, and nation to help deal with a severe shortage in the profession.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Mountain Home is approved to offer the LPN/Paramedic to Associate of Applied Science in Nursing degree via distance technology, effective January 2013.



Mike Gibson, Secretary



Howard L. Slinkard, Chair

EXECUTIVE SUMMARY

Contact: Dr. Pat Bailey (870) 508-6102

ACTION ITEM: Arkansas State University-Mountain Home (ASUMH) requests approval to offer the Associate of Applied Science in Funeral Science degree on the campus of Arkansas Tech University at Ozark via distance technology.

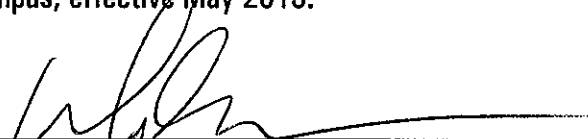
ISSUE: The ASU Board of Trustees must approve new distance delivery sites.


BACKGROUND:

- ASUMH has offered the AAS in Funeral Science since 1996.
- ASUMH has been offering the AAS in Funeral Science since 2005 at Jonesboro and Beebe via distance technology.
- ASUMH received the seven-year maximum continuing accreditation from the American Board of Funeral Service Education at its October 2011 annual meeting.
- In response to a request by the profession to ATU at Ozark to provide training in the western area of the state, ASUMH seeks to collaborate in offering this program.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Mountain Home is approved to offer the Associate of Applied Science in Funeral Science degree via distance delivery on the Arkansas Tech University at Ozark campus, effective May 2013.


Mike Gibson, Secretary


Howard L. Slinkard, Chair

ARKANSAS STATE UNIVERSITY-JONESBORO
ACADEMIC APPOINTMENTS
December 2, 2011

CARRICK, KATHLEEN

Assistant Professor of Social Work

Salary: \$64,000 (9-month rate-includes tuition differential)

Effective: August 16, 2011

Source of Funds: Education and General, page 155, line 9

Justification: Filling vacant line in Social Work (Rahill & Turnage line-\$64,706)

Education:

2010 Ph.D. Social Work, University of Pittsburgh, Pittsburgh, PA

1990 M.S.W. Clinical Social Work, Smith College, Northampton, MA

1987 B.A. Psychology, Chatham University, Pittsburgh, PA

Employment:

2003-Present Adjunct Faculty, University of Pittsburgh, Pittsburgh, PA

Present Adjunct Faculty, Penn State New Kensington, New Kensington, PA

2008-Present Adjunct Faculty, Chatham University, Pittsburgh, PA

FERGUSON, JOSEPH

Instructor in Spanish

Salary: \$10,000 (4½-month rate)

Effective: August 16, 2011

Source of Funds: Education and General, page 100, line 13

Justification: Increase in students taking a foreign language

Education:

2010 M.A. Sociology, Arkansas State University

2007 B.A. Sociology, Arkansas State University

2006 B.A. Spanish, Arkansas State University

Employment:

2009-2010 Graduate Assistant, Arkansas State University

2008-2009 Cultural Ambassador, Ministry of Education, Seville, Spain

2008 Unemployed

2007-2008 Graduate Assistant, Arkansas State University

2007-2007 Unemployed

2002-2006 Resident Assistant and Collegiate Park Assistant, Arkansas State University

QUALLS, JAKE

Instructor in Computer Science

Salary: \$33,198 (9-month rate)

Effective: August 16, 2011

Source of Funds: Education and General, page 94, line 9 (sources reallocated to create new position)

Justification: New line added due to growth in computer science program. Line funded through reallocation.

Education:

Present Ph.D. Candidate, Computer Science, University of Memphis, Memphis, TN (expected May 2013)

2004 M.S. Computer Science, Arkansas State University

2002 B.S. Computer Science, Arkansas State University

Employment:

2010-Present Instructor, University of Arkansas-Fort Smith, West Memphis, AR

2009-2010 Adjunct Instructor, Arkansas State University, Paragould, AR

2006-2010 Fellow and Graduate Teaching Assistant, University of Memphis, Memphis, TN

2005-2006 Grid Systems Engineer/Administrator/Architect, Acxiom Corporation, Conway, AR

2004-2005 Instructor, Arkansas State University

2003-2004 Systems Administrator, East Arkansas Planning, Jonesboro, AR

STRIPLING, WILLIAM R.

Associate Professor of Educational Leadership

Effective: January 1, 2012

Education:

1987 Ph.D. Student Personnel in Higher Education, Southern Illinois University, Carbondale, IL

1982 Ed.S. Community College Student Personnel, Arkansas State University, Jonesboro, AR

1978 M.R.C. Rehabilitation Counseling, Arkansas State University, Jonesboro, AR

1977 B.A. Psychology and Sociology, University of Tampa, Tampa, FL

Employment:

2002-Present Vice Chancellor for Student Affairs, Arkansas State University, Jonesboro

1998-2002 Associate Vice President for Student Affairs, Arkansas State University, Jonesboro

1996-1998 Assistant Vice President for Student Affairs, Arkansas State University, Jonesboro

1993-1996 Dean of Students, Arkansas State University, Jonesboro

WU, XIAOYUN

Visiting Instructor in Chinese

Salary: \$10,000 (4½ -month rate)

Effective: August 16, 2011

Source of Funds: Education and General, page 100, line 14

Justification: Increase in students taking a foreign language

Education:

2007 M.A. International Relations, Beijing Normal University, Beijing, China
2004 B.A. Chinese Language and Literature, Beijing Normal University, Beijing, China

Employment:

2007-Present Instructor, Arkansas State University
2006-2007 Teacher, Beijing Union University, Beijing, China
2007-2007 Teacher, Beijing University of Posts and Technology, Beijing, China
2005-2007 Unemployed
2004-2005 The High School Attached, Beijing Normal University, Beijing, China
2004-2004 Teacher, Beijing Easy Language College, Beijing, China
2002-2004 Unemployed
2002-2002 Tutor, Beijing Normal University, Beijing, China

ARKANSAS STATE UNIVERSITY-JONESBORO
ACADEMIC REASSIGNMENT OF DUTY
December 2, 2011

PITTMAN, JEFFREY

From: Chair, Department of Economics and Finance

To: Professor of Economics

Effective: January 1, 2012

Salary: \$82,697

Source of Funds: Education and General, page 110, line to be determined

Justification: Returning to full-time faculty. Department is conducting an internal search for new Chair.

ARKANSAS STATE UNIVERSITY-JONESBORO
NON-ACADEMIC APPOINTMENTS
December 2, 2011

ADAMS, BEYONKA

Student Development Specialist, Admissions

Salary: \$30,000

Effective: August 15, 2011

Source of Funds: Temporary position being funded through Student Affairs Temporary Salary Savings

Justification: This position will be used to develop a recruitment unit similar to the Academic Partnerships Enrollment Services unit. The model will allow recruitment staff to travel making contact with the students and high school counselors. They can expand their travel areas and go to more high schools and other recruitment venues, such as churches, businesses, and civic organizations. The staff member in the office will use emails, telephone calls and some print publications to interact with the students and parents on a regular basis, answering questions, walking them through the application process, putting them in contact with faculty and other service areas; creating a unique personalized approach, which is key to the high achieving students.

Education:

2006 B.A. Business Administration, Clark Atlanta University, Atlanta, GA

Employment:

2008 – Present Sales Leader, Lane Bryant, Jonesboro, AR

2007 Staff Accountant, Supervalu, Eden Prairie, MI

2006 – 2007 Accounting Rotation Program Trainee, Supervalu, Eden Prairie, MI

2004 – 2005 Prize Validation Intern, Georgia Lottery, Atlanta, GA

2002 – 2003 Orientation Guide, Clark Atlanta University, Atlanta, GA

ALLEN, SHEENA

Academic Advisor, College of Business

Salary: \$35,000

Effective: August 8, 2011

Source of Funds: E&G, Page 105, Line 4

Justification: Replaces Regina Gilbert who resigned (salary-\$35,700)

Education:

2011 MBA Master of Business Administration, Arkansas State University

2009 B.S. Business Finance, Arkansas State University

Employment:

2010 – Present Graduate Assistant, Registrar, ASU-Jonesboro

2011 – 2011 Student Worker, Arkansas Small Business and Technology Development Center, ASU-Jonesboro

BLAIR, NIYA

Director of Student Activities

Salary: \$45,000

Effective: August 22, 2011

Source of Funds: E&G, Page 21, Line 2, \$5,000 from Diversity Funds with remainder from the Student Affairs Salary Savings

Justification: Replaces Kim Johnson who transferred (salary-\$37,803)

Education:

2007 M.Ed. University of Arkansas, Fayetteville, AR

2004 B.A. English, University of Central Arkansas, Conway, AR

Employment:

2007 – Present Coordinator, Office of Multicultural Affairs, Academic Affairs, Louisiana State University, Baton Rouge, LA

2006 – 2007 Graduate Assistant, Multicultural Center, University of Central Arkansas, Conway, AR

2007 Intern, Pre-College Programs, University of Arkansas, Fayetteville, AR

2005 – 2006 Supervisor, Tele-counselor, Admissions Office, University of Arkansas, Fayetteville, AR

2005 – 2006 Reference Graduate Assistant, Mullins Library, University of Arkansas, Fayetteville, AR

2005 Intern, Arkansas Alumni Association, University of Arkansas, Fayetteville, AR

2002 – 2004 Office Assistant, Minority Student & Disability Support Services, University of Central Arkansas, Conway, AR

HUHE, HASI

Research Associate, ABI

Salary: \$40,000

Effective: September 19, 2011

Source of Funds: E&G, Page 45, Line 10

Justification: Replaces Vipin Nair who was promoted (salary-\$45,900)

Education:

2011 Ph.D. Pathology, University of Yamanashi, Chuo, Yamanashi

2007 M.S. Applied Biochemistry, University of Utsunomiya, Utsunomiya, Japan

2002 M.S. Mongolian Medical, Inner Mongolia Medical College, Hohhot, China

1994 A.S. Mongolian Medical, Inner Mongolia Mongolian Medical College, Tongliao, China

Employment:

2007 – Present Visiting Research Fellow, Department of Mycobacteriology, Leprosy Research Center, National Institute of Infectious Diseases, Tokyo, Japan

2003 – 2007 Extensive Research Experience

2002 – 2003 Physician, Chinese and Mongolian Medical Hospital, Inner Mongolia, Hohhot, China

1999 – 2002 Research on Mongolian Neuropsychological

JOFFRAY, JEREMY

Assistant Director of Athletics, Compliance

Salary: \$40,767

Effective: September 2, 2011

Source of Funds: Auxiliary, Page 208, Line 1

Justification: Replaces Daniel Feig who resigned (salary-\$40,767)

Education:

2010 J.D. Marquette University Law School, Milwaukee, WI

2003 B.A. Mass Communication/Journalism, Southeast Missouri State University, Cape Girardeau, MO

Employment:

2011 – Present Part-time Compliance Coordinator, ASU-J

2010 – 2011 Athletics Compliance Internship, Southern Illinois University, Carbondale, IL

2009 Athletics Compliance Internship, University of Wisconsin, Milwaukee, WI

2009 Athletics Compliance Internship, University of Wisconsin-Parkside, Somers, WI

2008 Law Clerk, Law Offices of Michael Sperling, Milwaukee, WI

2002 – 2007 Sports Reporter, Southeast Missourian Newspaper, Cape Girardeau, MO

LAWRENCE, SUSAN

Coordinator of ASU Community College, Arkansas Northeastern College

Salary: \$18,500

Effective: August 22, 2011

Source of Funds: E&G, Page 57, Line 1

Justification: Replaces Kesha Smith who resigned (salary-\$19,507)

Education:

2006 B.S. Speech Communication, University of Central Arkansas, Conway, AR

Employment:

2011 – Present Administrative/Human Resources Assistant, TMI Ipsco, Blytheville, AR

2009 – 2010 Community Relations Director, Elmcroft, Blytheville, AR

2006 – 2010 Administrative Assistant, Harsco Metals, Blytheville, AR

TUTTLE, KELLY

Student Development Specialist, Recreation Center

Salary: \$35,700

Effective: August 22, 2011

Source of Funds: E&G, Page 24, Line 1

Justification: Replaces Maria Engelbrecht who was promoted (salary-\$35,700)

Education:

2011 M.Ed. Organizational Communication and Leadership, Belmont University, Nashville, TN

2009 B.A. Recreation, Parks, and Leisure Services Administration, Central Michigan University, Mt. Pleasant, MI

Employment:

2009 – 2011 Graduate Assistant, Department of Fitness and Recreation, Belmont University, Nashville, TN
2009 Summer Day Camp Coordinator/Head Counselor, Department of Recreation, Butler University, Indianapolis, IN

2008 – 2009 Fitness Intern, Department of Recreation, Butler University, Indianapolis, IN
2003 – 2008 Program Coordinator, University Recreation, Central Michigan University, Mt. Pleasant, MI
Summer 2007 Fireworks Stand Manager/Assistant, Paramount Productions, Inc., Arlington, VI
Summer 2006 Fireworks Stand Manager/Assistant, Paramount Productions, Inc., Arlington, VI
Summer 2003 Fireworks Stand Manager/Assistant, Paramount Productions, Inc., Arlington, VI

**ARKANSAS STATE UNIVERSITY-JONESBORO
NON-ACADEMIC REASSIGNMENTS OF DUTY
December 2, 2011**

DANIELS, ANGELA

From: Computer Support Specialist, Student Affairs
To: Associate Dean of Students, Student Affairs
Effective: October 1, 2011
Salary: \$45,514
Source of Funds: E&G, Page 19, Line 6 (\$45,514)
Justification: Declassified* position to better reflect duties

MARTIN, RANDY

From: Interim Director of University Police and HE Public Safety Commander
To: Director of University Police
Effective: August 22, 2011
Salary: \$66,100
Source of Funds: E&G, Page 35, Line 1
Justification: Replaces James Chapman who resigned (salary-\$66,100)

MCCAY, JUDY

From: HEI Program Coordinator, Human Resources
To: Project/Program Specialist, Human Resources
Effective: September 1, 2011
Salary: \$40,000
Source of Funds: E&G, Page 14, Line 9, \$35,087, and Vice Chancellor for Finance salary savings
Justification: Position declassified* due to restructuring of Human Resources Office

WATSON, KATRINA

From: Human Resources Analyst
To: Project/Program Specialist, Human Resources
Effective: September 1, 2011
Salary: \$40,000
Source of Funds: E&G, Page 14, Line 3, \$35,435, and Vice Chancellor for Finance salary savings
Justification: Position declassified* due to restructuring of Human Resources Office

*Moved from classified to non-classified position

**ARKANSAS STATE UNIVERSITY-BEEBE
ACADEMIC APPOINTMENT
DECEMBER 2, 2011**

WAGGONER, NATHANIEL

Temporary Fulltime Instructor of Emergency Medical Technician (EMT)/Paramedic

Salary: \$17,000 (4-month rate)

Effective Date: September 6, 2011

Source of Funds: Education and General, page 50

Justification: Replacing Janie Kennedy who is deceased (Salary-\$40,835)

Education:

Aug 1995 Bachelor of Arts in History, University of Central Arkansas, Conway, AR

Jun 2003 Certificate of Completion in Paramedics, Foothills Technical Institute (now ASU-Searcy)

Employment:

2001 – Present EMT Paramedic, NorthStar EMS, Searcy, AR

2008 – 2011 Adjunct Instructor of EMT/Paramedic, ASU-Beebe, Searcy, AR

2008 – Present Adjunct Fire Academy Instructor, Southern Arkansas University (SAU), Camden, AR

**ARKANSAS STATE UNIVERSITY-BEEBE
NON-ACADEMIC APPOINTMENT
DECEMBER 2, 2011**

MOORE, CHARLETTE

Business Manager

Salary: \$57,000 (12-month rate)

Effective Date: November 1, 2011

Source of Funds: Education and General, page 92

Justification: Replacing Robbins Miller who was dismissed (Salary-\$56,970)

Education:

Aug 2009 Master of Business Administration, Arkansas State University, Jonesboro, AR

May 2005 Bachelor of Science in Organizational Management, Central Baptist College, Conway, AR

Employment:

**2007 – Present Institutional Finance Coordinator, Arkansas Department of Higher Education,
Little Rock, AR**

2005 – 2007 Materials Manager, Pinnacle Structures, Inc., Cabot, AR

2003 – 2005 Office Manager, Conrade Electric Company, Inc., Cabot, AR

**ARKANSAS STATE UNIVERSITY-BEEBE
NON-ACADEMIC REASSIGNMENT OF DUTY
December 2, 2011**

MOORE, ROGER

From: Assistant Professor of Business
To: Director of the Student Success Center
Effective Date: January 1, 2012
Salary: \$61,800
Source of Funds: Education and General Budget, page 79
Justification: Replacing Krystal Martin who resigned (Salary-\$61,800)

**ARKANSAS STATE UNIVERSITY-MOUNTAIN HOME
NON-ACADEMIC APPOINTMENT
DECEMBER 2, 2011**

HAUGHT, ALLISON

Recruiter

Effective: August 16, 2011

Salary: \$28,500

Source of Funds: E&G, page 16, line 1

Justification: Replacement for Mason Campbell (Salary \$32,500)

Education

2010 Master of Science, College Student Personnel Administration, University of Central Arkansas,
Conway

2008 Bachelor of Arts, Sociology, Arkansas Tech University, Russellville

Employment

2010-2011 Family Service Worker, Department of Children and Family Services, Searcy, Arkansas

2010 Academic Advisor (Spring Registration), Pulaski Technical College, Little Rock, Arkansas

2010 Academic Advising Intern, University of Central Arkansas, Conway

2009-2010 Graduate Assistant, University of Central Arkansas, Conway

2007-2009 Substitute Teacher, Russellville School District, Russellville, Arkansas

**ARKANSAS STATE UNIVERSITY-MOUNTAIN HOME
NON-ACADEMIC REASSIGNMENT OF DUTY
DECEMBER 2, 2011**

CAMPBELL, MASON

From: Recruiter

To: Student Services Coordinator

Effective: July 1, 2011

Salary: \$36,000

Source of Funds: E&G, page 15, line 1

Justification: Transferred to fill vacancy left by Scott Raney (Salary \$53,982)

**ARKANSAS STATE UNIVERSITY-NEWPORT
ACADEMIC APPOINTMENT
December 2, 2011**

WILLIAMS, ROGER

Instructor of Nursing on the Newport campus

Salary: \$38,000 (12 month rate)

Effective: October 12, 2011

Source of Funds: E&G, page 33, line 3

Justification: Replacement for Nancy Weaver who resigned (Salary \$42,767)

Education:

1996 B.S.N., Arkansas State University, Jonesboro, AR

Previous Employment:

2008 – Present During this period, Mr. Williams was unemployed due to an illness.

1994 – 2008 Registered Nurse, St. Bernards Healthcare, Jonesboro, AR

ARKANSAS STATE UNIVERSITY-NEWPORT
NON-ACADEMIC APPOINTMENT
December 2, 2011

ADAIR, ADAM

Vice Chancellor for Fiscal Affairs

Salary: \$95,000 (12 month rate)

Effective: January 2, 2012

Source of Funds: E&G, page 48, line 1

Justification: Replacement for Bob Stiger who retired (Salary \$95,000)

Education:

2005 M.B.A., University of Arkansas at Little Rock

2000 B.S., Accounting, Arkansas State University, Jonesboro, AR

Previous Employment:

2008 – Present	Controller/Interim CFO, University of Arkansas Community College at Batesville
2006 – 2008	Financial Analyst, Maverick Transportation, LLC, North Little Rock, AR
2005 – 2005	Plant Accountant/Controller, ITT Koni America, LLC, Searcy, AR
2002 – 2005	Senior Accountant/Accounting Manager, Yarnell Ice Cream Co., Inc., Searcy, AR
2000 – 2002	Senior Accountant, Professional Dental Technologies, Inc., Batesville, AR