

**Arkansas State University  
Board of Trustees  
December 13, 2002**

The Arkansas State University Board of Trustees met by telephone conference call on Friday, December 13, 2002, in the conference room of the President=s Office on the Jonesboro campus. The location of the meeting was changed due to inclement weather. Mr. Richard Bell, Chair of the Board of Trustees, called the meeting to order at 9:03 a.m. A telephone roll call confirmed the presence of the following board members: Congressman John Paul Hammerschmidt, Vice Chair; Mr. Mike Medlock, Secretary; and Ms. Florine Tousant Bingham. Colonel Dallas Wood attended in person. President Leslie Wyatt, members of the ASU staff, students, and the local media attended in person. Pastor Perry Walker of the Deliverance Family Worship Center of Jonesboro delivered the invocation.

Mr. Bell stated the first item of business was the approval of minutes.

Upon motion by Mr. Hammerschmidt, second by Ms. Bingham, the minutes of September 6, October 7, October 25, and November 18, 2002, were approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, Wood

Nays: None

Mr. Bell then called on Dr. Wyatt to deliver the president=s report. Dr. Wyatt asked that the campus reports be given first and called on Dr. Eugene McKay, Chancellor of ASU-Beebe, for his remarks. Dr. McKay said that almost all the steps have been completed for the ASU-Beebe and Foothills Technical Institute merger. Approval has

already been obtained from the ASU Board, the Foothills= Board, and the Workforce Board. The next step will be to obtain approval from the Arkansas Higher Education Coordinating Board at their next meeting in February 2003. Also, Dr. McKay relayed that during the exit interview with Legislative Audit, the auditor indicated that ASU Beebe would have another clean audit. He concluded his report by stating that the new bookstore on the Beebe campus has been occupied, a move which completed the new student center.

Dr. Wyatt then called on Dr. Larry Williams, Chancellor of ASU-Newport, for his report. Dr. Williams stated that the people of Jackson County passed a dedicated tax revenue stream for ASU-Newport on September 10. The vote was 67% for and 33% against margin. Collection of the tax will begin January 1, 2003, and will provide much needed funds for the institution. Also, Dr. Williams said they were fortunate to work with the City of Newport and Medallion Foods, as these entities have donated 7.5 acres adjacent to the campus for the development of a physical education activity area. Consideration for approval of a resolution relative to the naming of this area will be presented later today. In addition to this contribution, programs are being expanded through the donation of two semi-trailer trucks valued at \$30,000. Also, in cooperation with Steve Owens and the Foundation staff, the university has received a donation of \$12,000 to help with the commercial driver training program. Agreements are in place with Barloworld Freightliner for ASU-Newport to offer its first industrial specific program in January 2003. These agreements will enhance the Diesel Technology program. Students from Arkansas, Tennessee, and Mississippi will matriculate into this particular program.

All students will be sponsored with full scholarships and paid internships, and upon graduation will be guaranteed employment within the corporation.

Dr. Williams concluded by saying that ASU-Newport had just completed its second stand-alone institutional audit with zero exceptions.

Dr. Wyatt then proceeded to give the report for ASU-Jonesboro. He began by stating that he had hoped to have the Board present in person for many events that were planned for the day. He indicated that a number of individuals from the Jonesboro campus and the community had joined the meeting, and recognized Representative Chris Thyer from Jonesboro. Dr. Wyatt also introduced Dr. Susan Allen from Florida State. Dr. Allen has come to assume the new position of Vice Chancellor for Research and Academic Affairs on the Jonesboro campus. She has been working hard to begin to identify opportunities that might be seen in the scope of the Arkansas Biosciences Institute funding. In addition, she will work with the departments and colleges on internal research activities. Dr. Wyatt then relayed that he was pleased to report that the first internal faculty research proposal had been submitted, which was a promising indication of vital and sustained interest for research activities on the campus. He further stated that work with Dr. Allen was ongoing to understand how to proceed to identify the infrastructure and supporting mechanisms to sustain and develop research at a higher level. Dr. Wyatt commented that at the next opportunity, he looked forward to introducing Dr. Allen to the board personally. Another relative newcomer was welcomed to campus earlier this week, Dr. Linda Beene, Director of the Arkansas Department of Higher Education. Dr. Beene visited colleagues at the campus at Mountain Home campus and the Jonesboro campus.

She also had the opportunity to visit the technical center at Marked Tree. In addition, she met with the Budget and Planning group on the Jonesboro campus. Dr. Wyatt commented he had the opportunity to review the proposal from the Department of Higher Education for funding in the next biennium, and that Dr. Beene acknowledged that there was still work to be done on the proposal. Dr. Wyatt said he encouraged her to give further consideration to funding the Jonesboro campus and the two-year campuses at Beebe, Mountain Home, and Newport in a way that would be equitable with comparable institutions in the state. At the present time, the recommendation from the Department of Higher Education does not provide for that degree of equitable funding. Dr. Beene indicated that she would take these issues into consideration and see what might be possible to remedy these circumstances in the future. Later in the week, Dr. Wyatt joined Dr. Beene for the first meeting of the Joint Legislative Budget Committee. The committee is beginning to hear discussion regarding funding for higher education for the next biennium. On the basis of early indications from that committee, and other indications that have been seen in preparation for this legislative session, it is anticipated that there will be a great deal of discussion about funding for higher education and state agencies in general. Discussions have begun on the campuses regarding the development of budgets for the coming year and the second year of the biennium, but until it is known for certainty what is going to be considered by the Legislature for these funding opportunities, it would be premature to start building budgets. Dr. Wyatt recognized that Representative Thyer and his colleagues at the General Assembly will face a formidable challenge in trying to match needs with the funding that is available or that which may be generated. Dr. Wyatt said he looked forward

to working with Representative Thyer and his colleagues to define a way that these services can be provided to the citizens of the state in the future. Further information will be provided to the board as it becomes available. Dr. Wyatt then acknowledged the financial report before him, copies of which will be circulated to the board. This is a summary report for the Jonesboro, Beebe, Mountain Home, and Newport campuses. Dr. Wyatt said he was pleased to report that once again the collective report for all of the system campuses is a good report from the state auditors. This is another year of assessment being given by the state with no exceptions. Today, the board would have been shown several facilities on the Jonesboro campus. One of these to be opened is a new facility organized for the program in Early Childhood Education. This is a grant project, which has enjoyed great success over many years. The facility is located in the southeast corner of the campus. The space has been built over the last five months, and is now occupied. Also, one of the demonstration units for the new family housing complex has been completed. Dr. Wyatt stated that this is a remarkable new housing project for the students. The units have modern amenities, and present a wonderful appearance when seen from the street. There is the capability to accommodate students in safety and in a style greater than the previous facilities. In addition, after next Monday, the south end of Caraway Road will be closed due to the construction which will begin on the Arkansas Bioscience Institute. The successful bid has been received from the contractor for the project. The bid has come in in the money, which has been provided for the development of the project. In conclusion, Dr. Wyatt said that information had just been received from Dr. Dennis White, a member of the faculty in the College of Communication, who heads up the Forensics program in debate.

Dr. White shared that the debate team continues to perform in record fashion. Currently, this team ranks in the Top 10 in the nation, and defeated debate teams from the University of Notre Dame, Purdue University, University of South Carolina, Penn State University, Ohio State University, University of Texas, Louisiana State University, and University of Arkansas. They plan to compete in the World Championship Series in Vancouver, Canada, in March 2003. It is a diverse team with students from many locations, African-American men and women, Hispanic-Americans, and students from many disciplines across campus. Dr. Wyatt further stated that Chris Harper, the new debate coach, is doing a wonderful job, and that Coach Harper and the students are to be commended for attaining this status.

Mr. Bell commented that he had been following the success of the debate team through the newspapers. While they have endured some stiff competition, they have continued to prevail, and that he, along with Dr. Wyatt, congratulated them and wished them well in their world championship.

Dr. Wyatt, then recognized Colonel Wood. Colonel Wood said that he had a question regarding full-time equivalent funding for students. As most are aware, the University of Arkansas is about \$1,500 more than ASU, and even some of the junior colleges get better funding. Since the Legislature meets in January and February, Colonel Wood asked Dr. Wyatt what Dr. Linda Beene suggested ASU provide in the way of information and how quickly this information would need to be submitted in order to adjust this full-time student funding.

Dr. Wyatt responded by saying that a discussion has been started with

Dr. Beene and others. He indicated that this was an excellent question because it depicts the disparity that exists between funding for the students on the Jonesboro campus and other four-year institutions, and also the disparity between the two-year campuses of Arkansas State and their cohorts in the two-year group. Dr. Beene was very receptive to new information which was provided to her during the time she was on the Jonesboro campus. She was apprised of a commitment which had been given to us by her predecessor, Mr. Lu Hardin, to make certain entries in the Jonesboro recommendation. The ADHE recommendation did not include that commitment, and Dr. Beene said she would reconsider it. There also was a question about funding that was included in the Jonesboro base for students at the technical centers. The effect of both of those pieces of information would substantially alter the Jonesboro base, and in fact exacerbates the difference in funding which occurs between FTE students bases on this campus and those of other four-year institutions. In other words, the gap would widen if those two issues were brought to bear. Dr. Wyatt said he realized that Dr. Beene was required to submit a report to the Legislature at its meeting yesterday. It may be significant that the legislative committee did not take up this issue on their agenda yesterday. He expressed his thanks to the legislative group in Northeast Arkansas. There was a meeting last week at which a number of legislators, both senators and representatives, worked to become more familiar with these disparities. The legislative group has given their commitment to try to address these issues in this session. There is still the opportunity to affect the executive recommendation, and we will continue to work with Dr. Beene and her colleagues in Little Rock.

Dr. Wyatt said that Robert Evans, Executive Director of Governmental Relations in Little Rock, is working with her today. He is hopeful that this recommendation can be changed.

Dr. Beene indicated that she recognized some adjustments need to be made in the set of recommendations, and given the opportunity she would work on them.

Colonel Wood stated that at the trustee meeting in Little Rock last week, he had a private conversation with the Department of Education briefer. She indicated there were formulas for four-year schools and two-year schools, but there is still some subjectivity.

Colonel Wood said he believed this is an area that could be developed.

Ms. Bingham commented that she would like to congratulate President Wyatt, Chancellor McKay, and Chancellor Williams on the excellent audit report. She said through her experience with schools many do not receive such a report, and encouraged them to continue to keep up the magnificent job.

Dr. Wyatt responded by saying the process of managing a budget of this magnitude begins on the desk of every department on campus. Everyone who has a hand in the management of the budget, and there are many people who work to make this successful, share in your commendation, and appreciate the recognition.

Mr. Hammerschmidt said he and the other board members were anxious to meet Dr. Susan Allen. He welcomed Dr. Allen to the Arkansas State University System team because she is heading up such an important part of the system.

Mr. Hammerschmidt said that they had reviewed her fine credentials and were pleased to have her join the university.



Dr. Allen thanked Mr. Hammerschmidt for his welcome. She stated that she was pleased to be here and has enjoyed meeting everyone thus far, and looked forward to meeting those she had not.

Dr. Wyatt directed the board's attention to Jennus Burton, Vice President for Finance and Administration, for his comments. Mr. Burton stated that it is a monumental task to put the coordinated financial report together, and he had asked all the financial officers of the two-year campuses to be at the board meeting to assist with the financial presentation that was to be given. He also said that he wanted to publicly thank those individuals who put work into the document and to recognize them formally for their efforts. Dr. Wyatt indicated that work will continue with the auditors who are here on the Jonesboro campus. Dr. Wyatt said that while Dr. Ed Coulter, Chancellor of ASU-Mountain Home, had not yet joined the group, several members of the campus were in attendance. He then asked

Mr. Lyndle McCurley, Vice Chancellor for Administrative Affairs at ASU-Mountain Home, if he had comments. Mr. McCurley indicated that Dr. Coulter was in route and should be present shortly. Dr. Wyatt remarked that upon Dr. Coulter's arrival he would be recognized. However, if there were no further questions or comments, reports from the campuses were concluded.

Mr. Mike Medlock asked Jennus Burton if there is material included within the financial report that was to have been released today that indicates tuition at the Jonesboro campus as compared to other four-year schools in the state.

Mr. Burton clarified that it was not included in the financial report but it was going to be a

part of the special presentation. Mr. Medlock asked if the information would be released by hard copy and Mr. Burton assured him that he would get a copy. He also asked if the tuition was in line with other similar institutions in the state, to which Mr. Burton replied that ASU usually is third or fourth.

With no further questions, Mr. Bell proceeded to items on the Consent Agenda. The first item of consideration was Resolution 02-40, Authorizing Arkansas State University to Borrow Short Term Monies from a Local Bank, Up to \$2 Million if Necessary, to Cash Flow the Early Purchase of Furniture, Fixtures, and Equipment to Fully Furnish and Complete Construction for the Student Union Building and the Reng Student Services Building.

Dr. Wyatt explained that this item had been discussed with Mr. Sach Oliver, Student Government Association president, over the last several months. In August, the university will have a brand new building completed. It will have approximately 90,000 square feet of new space which will be a wonderful addition to student life on the Jonesboro campus. There is a need to begin finding ways to furnish and equip that building, and to try to find a way to anticipate the cost of operation of the facility, since the state has not yet provided funding to support operation of it. Furnishings have been identified by students and student committees; and in the spring, bids will be let for the furniture and related operational equipment. Dr. Wyatt said it is not known what the cost will be, but these orders must be placed quickly if furniture and necessary equipment are in place to open the building in August. The purchasing process will take several months. Because of this, Dr. Wyatt explained, the university would like to get the boards=s approval to borrow money to stand against the purchases, some of which may be delivered close to the time of opening of the

facility. What is not known yet is the preferred or suggested method of repayment to that loan. One way would be to find as much money within current or year-end operational budget to defray the front-end cost of this equipment. The second would be to approach the Legislative Session in the spring for assistance for some of these purchases and for support for on-going operation of this facility. In the past, they have provided for university facilities. There also is the possibility to repay the loan from other income sources of the university, including the possibility of tuition and fees.

Mr. Oliver has indicated his preference that we proceed with this purchase with the repayment plan to be developed as more is known about budget capabilities.

Dr. Wyatt then deferred to Mr. Oliver for his comments. Mr. Oliver stated that the Union Advisory Board had selected the furniture for the facility. This board is comprised of a broad base of students across the Jonesboro campus. He indicated this new facility is going to bring more life to the campus, through greater student participation, the new eating facilities, and allowing students the opportunity to conduct university-related business in one building. Colonel Wood asked if there was an estimate of the amount of money needed. Dr. Wyatt responded that there were some ballpark estimates of the cost of the furnishings and equipment, the cost of the on-going operation of the facility, and the cost of additional staff that will be necessary to maintain and operate the facility. He asked Jennus Burton to explain those figures. Mr. Burton said for the facility itself, completion of construction, and furnishing with fixtures and equipment, the cost is approximately \$2.7 million, and for the Reng Student Services building the amount is \$300,000. From a cash flow perspective, in looking at future revenues the next fiscal year, cash flowing is only

about a \$2 million loan. Based on a timing basis, with the authority of the board, the money would probably not be borrowed until April or May because the furniture has to be delivered. Delivery would be a point of payment, and at that time the loan would have to be made. This is a relatively short period of time, three to five months, that would actually cash flow that money. Dr. Wyatt added that the values that have been assigned to the furnishings and equipment list is drawn from book value. No prices have been negotiated yet, and he is certain the price can be adjusted somewhat.

Upon motion by Colonel Wood, second by Medlock, 02-40 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Resolution 02-41, Authorizing the Establishment of the Retirees Unused Sick Leave Compensation Policy, was then presented by Mr. Bell. Dr. Wyatt explained that this would be a benefit to employees who have reached retirement age with a substantial accumulation of unused sick leave. The university would like to provide a benefit for continuity of healthcare benefits for employees who come to the point of retirement with an accumulation. There are several aspects of control that would need to be exercised. One would be that employees who are to be considered would have had ten years of continuous service upon retirement. The second would be a scale for consideration of the number of hours that an employee would present for extension of benefits that would be available to the individual after the point of retirement. This benefit will encourage full participation of

the employee in the job in which they are employed right up until the time they would actually retire, and would alleviate having employees take extended sick leave from the campus up to the point of their actual retirement departure. The university would like to provide an incentive to the employee to stay on the job, realizing that benefits will accrue to them for that service after the time of retirement. Dr. Wyatt said the maximum by law an employee can carry of unused sick leave is 960 hours.

Upon motion by Mr. Hammerschmidt, second by Mrs. Bingham, 02-41 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

The next item for consideration was Resolution 02-42, Authorizing Employees Who Terminate Employment to Have Immediate Access to TIAA/CREF, VALIC, and Any Other Future Optional Retirement Accumulations.

Dr. Wyatt explained that these are acronyms for several existing retirement and annuity policies, which the university organizes for employee benefits. These are programs to which the employee contributes money and the university matches to some degree in employer contributions. At one time, all employees of any university in the state were compelled to participate in the state retirement system. Several decades ago, allowance was given to some employees of the university, and subsequently extended to all employees of universities around the state, to participate in optional retirement programs.

Any university can still take advantage of participation in the state plan, but there are optional programs available, such as TIAA/CREF and VALIC. Years ago, the ASU Board of Trustees resolved that the university would make every effort to preserve the contributions which had accumulated in optional retirement accounts until the time that an employee would be eligible under terms of federal retirement guideline, 59½ years of age or older. However, during the past, there have been circumstances where employees of ASU have left employment of the university. This separation has raised questions regarding the previous provision of the board, which restricted the release of that money or the authorization of release of that money from TIAA/CREF or VALIC offices at their national headquarters. In order to affect that release of accumulations of funds to the employee, the university must authorize a release be made. When employees leave higher education to seek employment in other sectors of the economy, they have reasonably requested release of the funds which have accumulated in their behalf. The university recognizes this accumulation is the employees' money, and consequently, requests that the board consider that the university may authorize release of those funds from the holding entities, according to the stipulations that are listed in the resolution. This would allow employees who terminate employment at ASU immediate access to their accumulations in TIAA/CREF or VALIC or any other optional retirement plan that might emerge in the future. This would be subject to the laws and contract restrictions that would apply at the time of the employee termination, and particularly in that consideration, recognition that the employee once receiving these funds would be responsible for their distribution and any tax liability that would occur and accrue to the employee as a result of that withdrawal.

Upon motion by Mr. Medlock, second by Mr. Hammerschmidt, 02-42 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Mr. Bell introduced Resolution 02-43, Approving 2002 Private Athletic Camp Agreement.

Dr. Wyatt said in 1981, the Legislature passed a provision to require institutions to seek approval from their respective boards for individuals to conduct activities such as athletic camps. This request is routine and is done periodically. The new baseball coach, Keith Kessinger, would like to organize a baseball camp on the Jonesboro campus during the coming holidays.

Upon motion by Colonel Wood, second by Mr. Medlock, 02-43 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

The next item was Resolution 02-44, Authorizing ASU-Jonesboro to Offer the Doctor of Philosophy in Communications Sciences and Disorders Degree.

Dr. Wyatt indicated that Dr. Susan Hanrahan, dean of the College of Nursing and Health Professions, was present to provide further information. He said that months ago, Arkansas State began the process of development of a degree proposal for a new

doctoral program, which would be based on the very successful program already in place in speech communications disorders. The university operates and maintains a speech and hearing clinic on the Jonesboro campus. The clinic draws clients from around the Northeast Arkansas region, provides an observation and training facility for students enrolled in the program on the Jonesboro campus, and is a model of efficient community outreach. At the time when the proposal was advanced for consideration for the degree to be offered by the Jonesboro campus, the Department of Higher Education realized that other universities in the state also had interest in the provision of this activity. Because of this, the university was asked to develop a degree program which could be offered jointly by several providers: Arkansas State University, University of Arkansas at Fayetteville, University of Arkansas at Little Rock, University of Arkansas for Medical Sciences, and the University of Central Arkansas. While the effort to define a collaborative program with so many partners, and with this particular assembly of partners was a challenge, there has always been the provision assured by the Department of Higher Education that if this joint accommodation could not be reached they would consider ASU=s proposal individually and separately from others in the state. However, it is a great credit to Dr. Hanrahan and the academic leadership who were able to reach a proposal to offer this program jointly among several universities in the state. Dr. Wyatt further stated that the recommendation for proposal be advanced for consideration by the state college board to offer a new degree the Doctor of Philosophy in Communications Sciences and Disorders in a consortium with the University of Arkansas at Little Rock, University of Arkansas for Medical Sciences, and the University of Central Arkansas in the fall of 2003. He added



that this program was contingent on the availability of funds, a factor that would be realized by all the campuses participating. This continues the development of graduate program proposals from the Jonesboro campus. In addition to this item, the board has considered and approved the development of a number of masters and doctoral activities in the last five years. These approvals are part of the effort to see the university develop and sustain activities at graduate levels, which can truly be the mark of a maturing institution. It has been a challenge to find the funding sufficient to make these programs operable. The problem exists that if there are no proposals the funding cannot be provided, and if there is no funding the program cannot be offered at the level and quality needed. Dr. Wyatt commended the individuals who put together the proposal.

Mr. Bell stated that he understood there were to be four schools involved: University of Arkansas at Little Rock, University of Arkansas for Medical Sciences, University of Central Arkansas, and ASU. Dr. Wyatt said that was correct. The University of Arkansas at Fayetteville dropped out of the consortium.

Upon motion by Ms. Bingham, second by Mr. Hammerschmidt, 02-44 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Mr. Bell then presented Resolution 02-45, Authorizing ASU-Jonesboro to Offer the

Existing Specialist in Education in Educational Administration at ASU-Mountain Home.

Dr. Wyatt indicated that Dr. Ed Coulter, Chancellor of ASU-Mountain Home, and a number of his colleagues had joined the group, and suggested that at the completion of the Consent Agenda, Dr. Coulter be allowed to share his campus report.

In regard to the resolution proposal, Dr. Wyatt said this is a recommendation to take the existing Specialist in Education in Educational Administration to the Mountain Home campus next fall. This continues the extension of degrees from one campus site to another around the ASU system. This extension will fill a need for students to have this certification in public and private school systems in the north central part of the state. Dr. Wyatt further stated that the sharing of resources from one campus site to another within the system has met with great success, and that he hopes to see it continue. Last Friday evening at commencement at ASU-Beebe, Dr. Wyatt said was a perfect the example of this concept. Degrees were awarded to students who had enrolled at Beebe during their entire collegiate experience to receive an associate degree offered by Beebe and a baccalaureate degree offered by Jonesboro at the Beebe campus. The valedictorian of the recent baccalaureate commencement activities indicated that he was eager to enroll in the MBA program offered by Jonesboro at Beebe. Dr. Wyatt said this is testimony to the capability of the university to extend and share resources across the boundaries of our campuses, and to serve the interests and needs of the students and citizens of the state in the future.

Upon motion by Mr. Hammerschmit, second by Ms. Bingham, 02-45 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Resolution 02-46, Approving ASU-Jonesboro to Offer a Master of Science in Information Systems and eCommerce was the next item of business.

Dr. Wyatt explained the Jonesboro campus has developed the capability to be a leader in information technology activities. The way that business is conducted depends on the capabilities that have been gained over the last few years with respect to digital abilities. Dr. Wyatt introduced Dr. Bill Roe from the College of Business, a representative of the very highly successful Master of Business Administration program on the Jonesboro campus. The program has doubled in size during the period of time Dr. Roe has been with the university. The program has engaged students with assignments directly related to business and industry throughout the city and the region. This is an opportunity to move students into a series of courses and activities that would prepare them to do business in the e-commerce environment.

Upon motion by Mr. Medlock, second by Colonel Wood, 02-46 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

The next item for consideration was Resolution 02-47, Approving ASU-Jonesboro to offer the existing Bachelor of Science Education in Early Childhood at East Arkansas

Community College.

Dr. Wyatt said this was another proposal to carry degree activities from the Jonesboro campus to another campus in the state, but in this case outside the ASU family of institutions. For a number of years, there has been an effective and enjoyable working relationship with colleagues at East Arkansas Community College in Forrest City, Arkansas. They have seen growth in facilities and growth in the number of programs on that campus. For several years, there have been planning and preparation discussions with the academic administration of East Arkansas Community College to anticipate the possibility of taking this degree program to that location in Forrest City. That facility and location in the central part of the Delta gives the capability to address students from that region, and gives an additional platform in which students can be placed in clinical experiences with schools in that region. Discussions have included members of the ASU College of Education and academic representatives from East Arkansas Community College. In addition, Ms. Bingham, a Forrest City resident and one who has had considerable experience with the Forrest City schools, has been involved in the discussions. Again, Dr. Wyatt said this proposal is contingent upon funding.

Upon motion by Ms. Bingham, second by Mr. Hammerschmidt, 02-47 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Mr. Bell then presented Resolution 02-48, Authorizing ASU-Beebe to Offer the Associate of Applied Science in General Technology.

Chancellor Eugene McKay of ASU-Beebe explained that the proposal is at the request of the future ASU-Searcy campus. It will enable the students who complete a technical certificate to pursue an associate degree, and then they could continue with the bachelors degree in technology from ASU-Jonesboro.

Upon motion by Ms. Bingham, second by Mr. Medlock, 02-48 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

The next item for consideration was Resolution 02-49, Authorizing ASU-Beebe to Offer Certificate Programs in Upholstery.

Chancellor McKay said this is a certificate currently offered at the Little Rock Air Force Base by Pikes Peak Community College. Pikes Peak is leaving the base in March, and the Little Rock Air Force Base Educational Services officer asked ASU-Beebe to pick up the degree. The current plan is to have this program supervised by ASU-Searcy after July 1. There are three routes in these programs► automotive upholstery, furniture upholstery, and airplane upholstery. Dr. McKay said he believed it is the only program of this nature in Central Arkansas, perhaps the state.

Upon motion by Mr. Medlock, second by Colonel Wood, 02-49 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Mr. Bell then presented Resolution 02-50, Approving ASU-Beebe to Offer the Online Associate of Arts Degree.

Chancellor McKay said presently ASU-Beebe has an extensive offerings online, and are now ready to offer the complete degree. To do this, requires approval by the Board, the Higher Learning Commission of North Central, and the Arkansas Higher Education Coordinating Board. This is the first step in the process. Dr. Wyatt added that this is the first such degree to be offered in the state and probably within a large geographic region, but this is a technology that does not recognize regions.

Upon motion by Mr. Hammerschmidt, second by Ms. Bingham, 02-50 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

The next item for consideration was Resolution 02-51, Approving ASU-Mountain Home Faculty Handbook.

Chancellor Ed Coulter of ASU-Mountain Home stated that administration, division

chairs, and faculty have spent a year reviewing and editing the handbook totally in conjunction with Ms. Lucinda McDaniel, legal counsel for the university.

Upon motion by Ms. Bingham, second by Mr. Hammerschmidt, 02-51 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Mr. Bell then introduced the final Resolution 02-52, Approving Recognition of Significant Contributions made to ASU-Newport by Medallion Foods, Inc.

Chancellor Larry Williams of ASU-Newport said that this proposal is a naming opportunity for the 7► acres that was donated by Medallion Foods to ASU-Newport for development of physical education activity areas, and to recognize them for their significant annual contribution in the area of competitive scholarships. They also sponsor the campus ambassadors program for the students. Chancellor Williams verified for Mr. Bell that if approved by the board, the 7► acres of land adjacent to the east side of Walton Hall on the Newport campus is to be named Medallion Park.

Upon motion by Mr. Hammerschmidt, second by Ms. Bingham, 02-52 was approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Mr. Bell then proceeded to recognize Chancellor Ed Coulter of ASU-Mountain Home for his report. Dr. Coulter said he was delighted to report that the state auditors were on the Mountain Home campus, completed their review, and left with a report of no exceptions. He expressed his appreciation to the Board for approval to sell bonds. He indicated this was a significant savings for the institution, and a wise fiscal move. Dr. Coulter said he had escorted Mrs. Wilma Pattee to Washington for recognition at the CRD Benefactor Award. Mrs. Pattee was recognized as one of the top ten benefactors in the United States. Dr. Coulter also mentioned the Hearing Healthcare program had been adopted by Beltone. They donated a truckload of equipment, established scholarships, and created 25 Centers of Excellence around the country so that students can take courses online and then go to the centers for practical training. This week, seven executives of Wal-Mart were in Mountain Home to discuss the new Opticianry program. They left the campus with a similar commitment. The representatives indicated they wanted to work with ASUMH to allow their facilities to provide on-the-job training for the online program that would be offered around the United States.

Before retiring to Executive Session, Mr. Hammerschmidt took the opportunity to congratulate Mr. Bell on being named to the Arkansas Business Hall of Fame.

Colonel Wood added his commendation for those who have worked and continue to work diligently to achieve equity in funding for the institution. He said this was an issue that



could affect the fiscal viability in coming years, and he wished everyone well in dealing with this situation.

With no further comments or questions, Mr. Bell stated that the board would recess for Executive Session and reconvene to vote on any action items discussed during that time.

Upon motion by Ms. Bingham, second by Colonel Wood, the board recessed into Executive Session at 10:24 a.m.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Mr. Bell reconvened the board at 11:17 a.m.

Upon motion by Ms. Bingham, second by Mr. Hammerschmidt, the academic appointments for the Jonesboro and Mountain Home campuses were approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Upon motion by Mr. Medlock, second by Colonel Wood, the non-academic appointments for Jonesboro, Beebe, and Newport campuses were approved.

Ayes: Bell, Hammerschmidt, Medlock, Bingham, and Wood

Nays: None

Mr. Bell asked if there was other business. Dr. Wyatt replied that the university takes great pleasure in sending to the board members the first book to be published by Arkansas State University. The book depicts a series of post office murals, the research for which was done by friends in Little Rock. He added that Mr. Curt Bradbury of Little Rock shared in the support for the book.

Upon motion by Mr. Hammerschmidt, second by Colonel Wood, the board adjourned at 11:21 a.m.

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Mike Medlock, Secretary

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Richard Bell, Chair

Executive Summary

Contact: Jennus Burton 910-8200

ACTION ITEM: Arkansas State University requests approval to borrow a sum sufficient to complete construction, purchase furniture, fixtures, and equipment (FF&E) for the Student Union and the renovated Reng Center, and to provide sufficient operating funds for the new Student Union.

ISSUE: ASU requires additional funding to complete the construction of the Student Union and the new Reng Student Services Building. ASU will borrow these funds now to allow for the timely purchase and installation of FF&E in the soon to be completed Student Union building.

BACKGROUND:

- In the spring 1998, a student initiative to establish a fee to construct a first-class Student Union was approved by the ASU Board of Trustees. Funds for construction were requested at the time with the understanding that when the building was near completion, ASU would address with the Board the need for additional funding. Moreover, ASU would develop a list of FF&E needs closer to the construction completion date with student input. Consequently, the Board approved a \$5 per hour fee to allow ASU to service the bonds issued at that time.
- The Student Union and the Reng Student Services Building renovation was funded from several sources as follows: \$18.6 million from bonds and interest earnings on the bonds, \$8 million from State Appropriations, and \$5.9 million other contract revenues and cash funds, totaling \$32.5 million from all sources.
- The Student Union construction is estimated to be complete in August 2003, and the Reng Student Services Building is due for completion in August 2004. Both facilities require FF&E.

- The current ASU plan is to borrow enough funds now to furnish the Student Union by its opening date, and to assure that all of the funds flow needs will be met with existing funds or new revenue sources in the future. The loan will be repaid with future revenues, and the balance of the project expenses will be cash flowed with this revenue source. The loan will only be made if absolutely necessary to cash flow the early purchases of FF&E.

Arkansas State University  
Board of Trustees  
December 13, 2002  
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Page 2 of 2

Executive Summary

Contact: Jennus Burton 910-8200

- The furniture and construction needs of the Student Union spaces estimated at \$2.7 million are as follows:
  - Lounge and Dining areas need interior furniture and equipment;
  - Fitness Center requires specialized equipment to provide the appropriate exercise, strength, and cardiovascular training;
  - The east and west plaza areas need exterior equipment for dining and various student events;
  - The auditorium needs to be completed and audio visual equipment provided;
  - The landscaping and site improvements need to be complete to include the bridge to the parking deck; and
  - Future replacement of equipment will be assured as well.
- The furniture needs of the Reng Student Services Building spaces is estimated at \$300,000 and will allow the purchase of new FF&E for all the student services spaces, e.g., registrar, cashier office, admissions, financial aid, etc. Dr. Rick Stripling, Vice Chancellor for Student Affairs, may be consulted on individual budget items concerning the Student Union building.
- ASU will need to borrow approximately \$2 million in December, 2002, or January, 2003 in order to cash flow the upfront purchases of FF&E, and to allow for the completion of the construction.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University is authorized to borrow short term monies from a local bank, up to \$2 million if necessary, to cash flow the early purchase of FF&E to fully furnish and complete construction for the Student Union Building and the Reng Student Services Building.

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Mike Medlock, Secretary

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Richard Bell, Chair

EXECUTIVE SUMMARY

Contact: Mr. Jennus Burton 910-8200

ACTION ITEM: Establishment of the Retirees Unused Sick Leave Compensation policy.

ISSUE: Arkansas State University wishes to establish a system policy which would recognize and reward those retirees who prudently manage their sick leave hours and maintain healthy living practices that lead to lower overall health care costs. This policy would be implemented on the Jonesboro campus, the Newport campus, and the Mountain Home campus, as well as at all partnership locations. The Beebe campus will not be participating.

BACKGROUND:

- Currently, an ASU retiree is responsible to pay 50% of the health care premiums cost upon retirement until they become Medicare eligible. Those employees who retire with substantial unused sick leave hours receive no recognition or compensation for these unused sick leave hours.
- State agency employees receive compensation from unused sick leave upon retirement up to a maximum of seven thousand five hundred dollars (\$7,500), however, Higher Education institutions do not have a compensation or recognition policy.
- Rewarding employees for unused sick leave would deter its use in the final years of employment for primary illnesses and not influence the retiree to use them up before these hours are lost forever upon retirement. Moreover, unused sick leave hours indicate the employees' overall wellness, which contributes to overall lower health care costs. ASU is self-insured and self funds its health care costs.
- ASU would not reward employees who benefit from other employees' donations of hours to the catastrophic leave bank.
- The estimated annual cost of the program for the Jonesboro campus is approximately \$82,000. The estimated cost for Beebe is \$5,600 (although this campus will not be participating); the estimated cost for Newport is \$1,300; the

estimated cost for Mountain Home is \$5,100. The cost is relatively low, and the benefit is relatively high.

Arkansas State University  
Board of Trustees  
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Page 2 of 2

EXECUTIVE SUMMARY

Contact: Mr. Jennus Burton 910-8200

- ASU wishes to implement the system policy effective June 30, 2003, to benefit all retirees after June 30, 2003, on the ASU campuses previously identified and partnership locations.

The proposed policy is as follows:

“After 10 years of continuous service and upon retirement from Arkansas State University, if a retiree has unused sick leave (none of which has been donated from the catastrophic leave bank) at the time of retirement, then financial recognition in the form of health care premium payments towards that unused sick leave shall be provided as follows:

At least 720 hours but no more than 800 hours of unused sick leave shall receive 80% of health care premiums cost paid in the same number of days as the unused sick leave, for example, 720 hours equals 90 days, and ASU will pay 80% of the health care premiums for 90 days upon retirement towards the retiree’s health care premiums cost; or

At least 801 but not more than 959 hours of unused sick leave shall receive 90% of health care premiums cost paid in the same number as the unused sick leave days; or

960 hours (the maximum sick leave hour accrual) of unused sick leave hours shall receive 100% of health care premiums cost paid in the same number of unused sick leave days.”

RECOMMENDATION/RESOLUTION

Be it resolved that Arkansas State University is authorized to extend the Retirees Unused Sick Leave Compensation system policy to be effective June 30, 2003.

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Mike Medlock, Secretary

Richard Bell, Chair

EXECUTIVE SUMMARY

Contact: Mr. Jennus Burton 910-8200

ACTION ITEM: Arkansas State University wishes to allow any employee who terminates employment with Arkansas State University, present or past, to have immediate access to their TIAA/CREF and/or VALIC accumulations subject to pertinent laws that may apply.

ISSUE: The current ASU policies governing the withdrawal of TIAA/CREF and VALIC optional retirement have not kept pace with the changing tax sheltered annuity environment. Some current employees will not remain in an educational environment for the lifetime of their careers. Employees who leave ASU, need the opportunity to roll their accumulations into some self-directed vehicle, or cashing them out for catastrophic use purposes subject to current laws and IRS regulations.

BACKGROUND:

- The Board adopted a resolution on April 7, 1967, addressing retirement account access.
- Current policy allows accumulation withdrawal if the terminated employee has less than \$4,000 total in their account.
- If accumulations amount to more than \$4,000 employees can withdraw funds only under the following circumstances:
  - Attain age of 55 and retire; or
  - Attain age 50; have 20 years of service to ASU and terminate employment.
- ASU wishes to mirror other current industry policies and allow all former employees greater flexibility in the use or management of their retirement accumulations.
- This option has been discussed with the ASU Fringe Benefits Committee and has the unanimous endorsement of the committee members.

Arkansas State University  
Board of Trustees  
December 13, 2002

EXECUTIVE SUMMARY

Contact: Mr. Jennus Burton 910-8200

RECOMMENDATION:

Be it resolved that Arkansas State University is authorized to amend the resolution of April 7, 1967, and will allow employees who terminate employment at Arkansas State University to have immediate access to TIAA/CREF, VALIC and any other future optional retirement accumulations subject to pertinent laws and contract restrictions that may apply at the time of the employee termination.

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Mike Medlock, Secretary

Richard Bell, Chair



EXECUTIVE SUMMARY

Contact: Jennus Burton 910-8200

ACTION ITEM: Arkansas State University (ASU) requests approval of one 2002 private athletic camp agreement.

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

BACKGROUND:

- Act 707 of 1981 entitled "AN ACT TO SAFEGUARD THE STATE'S INTEREST IN INSTITUTION-OWNED FACILITIES; AND FOR OTHER PURPOSES," empowers 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.
- 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 other institutional resources which will produce significant revenues in support of the auxiliary functions of the particular campus serving its enrolled students.
- The following contract complies with Act 707 of 1981.

Keith Kessinger (Head Baseball Coach)  
December 20 – 22, 2002; December 30 – 31, 2002;  
January 2 – 4, 2003

Arkansas State University  
Board of Trustees  
December 13, 2002  
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EXECUTIVE SUMMARY

Contact: Jennus Burton 910-8200

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University is authorized to enter into the agreement submitted, for the purpose of allowing certain athletic personnel to conduct a private athletic camp on and in Arkansas State University campus facilities.

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Mike Medlock, Secretary

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Richard Bell, Chair

Arkansas State University  
Board of Trustees  
December 13, 2002  
Resolution 02-44

**EXECUTIVE SUMMARY**

Contact Dr. Susan Allen 870-972-3030

**ACTION ITEM:** Arkansas State University-Jonesboro (ASU-J) requests approval to offer a new degree, Doctor of Philosophy in Communication Sciences and Disorders, in consortium with University of Arkansas at Little Rock, University of Arkansas for Medical Sciences, and the University of Central Arkansas beginning Fall 2003.

**ISSUE:** The Board of Trustees must approve the offering of any new degree or any new option of an existing degree prior to submission to the Arkansas Higher Education Coordinating Board.

**BACKGROUND:** Responding to state and national needs as well as clear interest by Arkansas professionals, a consortium of

three programs in the state representing four institutions of higher education (ASU, UALR, UAMS, UCA) is seeking approval to offer a doctoral program in communication sciences and disorders. This proposal represents the culmination of almost a decade of discussion among faculty from the degree-granting programs (ASU, UAF, UALR, UAMS, and UCA) with extensive focused planning for this Ph.D. proposal during the past two years. Collectively, the consortium commands sufficient resources to offer a strong core and several specialty areas that can reach national prominence. The consortium model offers unique advantages, including a broad cadre of faculty across institutions both in the major departments and in correlate area departments; significant combined library holdings in communication sciences and disorders and related disciplines; adequate physical facilities and equipment, including research and clinical laboratories; access to varied clinical populations for research; shared costs for administration and recruitment; and accessibility for the majority of Arkansas and prospective students from several surrounding states, both geographically- consortium institutions are located in northeast and central Arkansas and through distributed learning.

The proposed consortium program is a research-based doctoral program leading to the Ph.D. degree and is intended to prepare personnel to work as faculty and scientists at institutions of higher education. The consortium planners have designed a curriculum rigorous in its research and scientific base, yet sufficiently broadly framed to allow for several different areas of specialization and correlate areas in related disciplines. Students will be prepared for grant writing, teaching, and supervision by pedagogy, mentorship, and internship activities in all three areas. Admission to the program will require a Master's degree and a Certificate of Clinical Competence in speech-language pathology (CCC-SLP) or audiology (CCC-A). Students will apply to a central consortium office for admission; degrees will, however, be awarded by the individual institutions in the consortium. The program is structured to balance enrollment across campuses. The curriculum includes 70 credit hours of coursework sequenced to allow a full-time student to complete degree requirements in three years.

#### RECOMMENDATION/RESOLUTION

Be it resolved that Arkansas State University is approved to offer a new degree, Doctor of Philosophy in Communication Sciences and Disorders, in consortium with University of Arkansas at Little Rock, University of Arkansas for Medical Sciences, and the University of Central Arkansas beginning Fall 2003.

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Mike Medlock, Secretary

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Richard Bell, Chair  
Arkansas State University  
Board of Trustees  
December 13, 2002  
Resolution 02-45

#### EXECUTIVE SUMMARY

Contact: Dr. Susan Allen 870-972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASU-J) requests approval to offer the existing Specialist in Education in Educational Administration at Arkansas State University-Mountain Home beginning Fall 2003.

ISSUE: The Board of Trustees must approve the offering of any new degree or any new option of an existing degree prior to submission to the Arkansas Higher Education Coordinating Board.

#### BACKGROUND:

This proposed program is an Ed.S. Educational Administration and will be

the same as the Ed.S. Educational Administration offered at ASU-Jonesboro. This program is designed to prepare candidates for central office administration in public schools.

Presently, there are approximately 30 students at Mountain Home enrolled in the MSE in Educational Administration, a degree that prepares candidates for the public school principalship. It is anticipated that the Ed.S. Educational Administration also will be well received, especially since the state has moved from a course-driven licensure to a program-driven licensure. In other words, before 2002, candidates could simply take a few prescribed courses to be licensed. Now, candidates must complete a program of study devised by the respective university. ASU has decided that the Ed.S. or its equivalency will be the program of study that the institution offers.

### RECOMMENDATION/RESOLUTION

Be it resolved that Arkansas State University be approved to offer the existing Specialist in Education in Educational Administration at Arkansas State University-Mountain Home beginning Fall 2003.

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Mike Medlock, Secretary

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Richard Bell, Chair  
Arkansas State University  
Board of Trustees  
December 13, 2002  
Resolution 02-46

### EXECUTIVE SUMMARY

Contact Dr. Susan Allen 870-972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASU-J) requests approval to offer a new degree, Master of Science in Information Systems and eCommerce beginning Fall 2003.

ISSUE: The Board of Trustees must approve the offering of any new degree or any new option of an existing degree prior to submission to the Arkansas Higher Education Coordinating Board.

### BACKGROUND:

The Master of Science in Information Systems and eCommerce is designed to integrate business and information systems knowledge and skills. The program consists of coursework at the graduate level in the areas of network and telecommunications management, database systems and data

warehousing, information systems analysis and design, decision support systems and data mining, and supply chain and enterprise systems. In these courses, the student will develop project analysis, planning, and management skills that will prepare them for positions such as systems analyst, database administrator, communications manager, IT manager, supply-chain manager, and project manager. Within the 36 credit-hour program, after completing the core requirements of 24 credit-hours of courses, the student may choose to complete a six credit-hour thesis, plus six hours of electives or a non-thesis track of 12 credit hours.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University be approved to offer a new degree, Master of Science in Information Systems and eCommerce beginning Fall 2003.

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Mike Medlock, Secretary

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Richard Bell, Chair

Arkansas State University  
Board of Trustees  
December 13, 2002  
Resolution 02-47

**EXECUTIVE SUMMARY**

Contact Dr. Susan Allen 870-972-2030

**ACTION ITEM:** Arkansas State University-Jonesboro (ASU-J) requests approval to offer the existing Bachelor of Science Education in Early Childhood at East Arkansas Community College.

**ISSUE:** The Board of Trustees must approve the offering of any new degree or any new option of an existing degree prior to submission to the Arkansas Higher Education Coordinating Board.

**BACKGROUND:**

This proposed program is a Bachelor of Science in Education (BSE) in Early Childhood Education degree to be offered at East Arkansas Community College (EACC) and will be patterned after the current BSE degree program at Arkansas State University-Jonesboro.

The purpose of offering this program at EACC is to extend university accessibility for four-year degrees to persons living in the Mississippi Delta

region of Arkansas. The program objective is to increase the number of classroom teachers in the area.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University be allowed to offer the existing Bachelor of Science Education in Early Childhood at East Arkansas Community College.

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Mike Medlock, Secretary

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Richard Bell, Chair

Arkansas State University  
Board of Trustees  
December 13, 2002  
Resolution 02-48

**EXECUTIVE SUMMARY**

Contact: Keith McClanahan, 501-882-8211

**ACTION ITEM:**

Arkansas State University-Beebe requests approval to offer the Associate of Applied Science in General Technology degree.

**ISSUE:**

The Arkansas State University Board of Trustees must approve the offering of any new degree program or any new option of any existing program prior to submission to the Arkansas Higher Education Coordinating Board.

**BACKGROUND:**

Arkansas State University-Beebe currently offers A.A.S. degrees in a number of technical fields. The A.A.S. in General Technology will allow students to individualize their course of studies to meet personal and job requirements without seeking one of the more concentrated and field specific A.A.S. degrees. Similarly, students currently enrolled in technical programs at other nearby institutions have limited opportunities to complete an Associate Degree that incorporates a significant portion of their technical coursework. Arkansas State University-Beebe is one of only a few two-year institutions in Arkansas that does not have the A.A.S. in General Technology degree. This A.A.S. in General Technology degree also will allow graduates to pursue the ASU-Jonesboro Bachelor of Science in Technology Degree offered on the ASU-Beebe campus.

This new degree option at ASU-Beebe will provide unprecedented higher education opportunities for

graduates of technology related fields. This program should enhance the technical skills that many Air Force personnel obtain in the military. It will do this by complementing those technical skills with additional technology coursework for broadened technology career skill competencies. The local impact in economic development results from an increased educational level and expertise in this technical field, which may lead to faster promotion in the civilian career sector and retention of trained personnel in the local area.

Since the proposed program fits within the context of the existing technical degree programs, it is not anticipated that there will be any additional costs to implement the new degree program. Administration and faculty currently in place will be able to deliver instruction in the requirements.

Students wishing to complete the A.A.S. in General Technology will develop an individualized course of study through a structured advising process with faculty advisors. A total of at least 60 credit hours is required for the A.A.S. in General Technology.

ASU-Beebe has ongoing programs designed to attract and recruit minority students. The offering of this program provides a continuing option that may be attractive to any student looking for an opportunity to upgrade their professional preparation and move into a higher-paying position. Minority enrollment at ASU-Beebe is 8.4%, at Little Rock Air Force Base is 32%, and at ASU-Heber Springs is two percent.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Beebe is approved to offer the Associate of Applied Science in General Technology beginning August 2003 at all of its instructional sites.

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Mike Medlock, Secretary

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Richard Bell, Chair

**EXECUTIVE SUMMARY**

Contact: Dr. Ruth Couch, 501-882-8230

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**ACTION ITEM:** Arkansas State University-Beebe (ASU-Beebe) requests board approval to offer the certificate programs in upholstery now offered by Pikes Peak Community College.

**ISSUE:** The Arkansas State University Board of Trustees must approve the offering of any degree or program at Arkansas State University-Beebe prior to submission to the Arkansas Higher Education Coordinating Board.

**BACKGROUND:**

The existing upholstery program consists of ten courses, including basic upholstery, automotive upholstery, and restoring of antique furniture. It is designed to prepare individuals to work in the field of upholstery as proprietors or employees. It also enables individuals to enter this field for supplementary income or for personal interest. The equipment for the program is in place and can be purchased by ASU-Beebe. There is an instructor who is qualified through education and training and is willing to teach the program for ASU-Beebe. No other college or university in Arkansas offers any similar programs.

The program has been offered by Pikes Peak Community College, a regionally accredited institution, at the Little Rock Air Force Base for many years. Now, Pikes Peak is discontinuing its relationship with the base effective March 31, 2003. The Chief of Education Services at the air base has requested that ASU-Beebe offer the program. There is considerable interest in the program, especially among civilians in the vicinity of the base, but there is interest among the military, also. This service is one that is always in demand for homes, and the recent upsurge in interest in antique autos should cause more interest. Ten to eighteen students normally will be enrolled in the program.

The curriculum will include ten courses, from which the student will choose from the Auto Option or the Household Option.

ASU-Beebe has ongoing programs designed to attract and recruit minority students. The offering of this program provides a continuing option that may be attractive to any student who is interested in developing a small business establishment, starting a home-based business, or pursuing a hobby interest. Minority enrollment at ASU-Beebe is 8.4%, at Little Rock Air Force Base is 32%, and Heber Springs is two percent.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Beebe is authorized to offer the certificate programs in upholstery at all of its instructional sites.

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Mike Medlock, Secretary

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Richard Bell, Chair



**EXECUTIVE SUMMARY**

Contact: Dr. Ruth Couch, 501-882-8230

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**ACTION ITEM:** Arkansas State University-Beebe (ASU-Beebe) requests approval to offer the online Associate of Arts degree beginning August 2003.

**ISSUE:** The Arkansas State Board of Trustees must approve the offering of any new option of any existing program prior to submission to the Arkansas Higher Education Coordinating Board and the Higher Learning Commission of the North Central Association.

**BACKGROUND:**

Arkansas State University-Beebe currently offers the Associate of Arts Degree at all of its instructional sites. The Associate of Arts Degree is a 62 semester credit hour program designed for students who wish to take the first two years of a baccalaureate program before transferring to a senior university.

ASU-Beebe is pursuing a larger presence on the World Wide Web. We are making learning more accessible through Internet courses using WebCT.

WebCT provides instructors the tools to construct quality, interactive online courses and provides students the means to communicate with instructors through online chat rooms, whiteboards, and email. It also includes online testing and course content. For all Internet courses, an orientation session will be required.

**RECOMMENDATION/RESOLUTION**

Be it resolved that the Arkansas State University-Beebe is authorized to offer the online Associate of Arts degree beginning August 2003 at all of its instructional sites.

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Mike Medlock, Secretary

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Richard Bell, Chair

EXECUTIVE SUMMARY

Contact: Pat Bailey (870)508-6102

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ACTION ITEM: Arkansas State University-Mountain Home requests approval of the Faculty Handbook. This handbook applies to all Arkansas State University-Mountain Home faculty and all of its sites.

ISSUE: Arkansas State University-Mountain Home currently does not have an updated handbook reflecting changes in policies and procedures for full-time faculty.

BACKGROUND:

Much of the material contained in this handbook is summarized in a form that does not include all the details of complex policies or laws, and it does not purport to be comprehensive. This handbook, therefore, should not be considered as the legal identification or exact text of all university or state rules, regulations, and policies.

Arkansas State University-Mountain Home wishes to provide all of its faculty with a handbook that defines its university mission and goals; organization and governance; personnel policies; academic policies, procedures, and services; promotion and retention policies and procedures; faculty grievance procedure; administrative support services and policies; steps associated with formal and informal grievances and compliance with sexual harassment policies; constitution of the Faculty Association; and other policies and procedures.

RECOMMENDATION / RESOLUTION:

Be it resolved that Arkansas State University-Mountain Home is authorized to implement a Faculty Handbook effective December 13, 2002.

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Mike Medlock, Secretary

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Richard Bell, Chair

**BOARD OF TRUSTEES**

**RESOLUTION**

A Resolution Providing for the Recognition of Significant Contributions  
made to Arkansas State University-Newport  
by  
Medallion Foods, Inc.

**WHEREAS**, the Board of Trustees has retained to itself the authority to name facilities and areas of the university in honor of individuals or companies who have significantly distinguished themselves through service and support of importance to the university; and

**WHEREAS**, Medallion Foods, Inc. has made significant contributions to Arkansas State University-Newport by donating seven and one-half acres of land adjacent to the ASU-Newport campus, which is of a magnitude worthy of special and lasting recognition.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Arkansas State University, that the seven and one-half acres of land adjacent to the east side of Walton Hall on the Newport campus shall be named and henceforth known as

MEDALLION PARK

**DULY ADOPTED AND APPROVED** this 13<sup>th</sup> day of December 2002

\_\_\_\_\_  
Leslie Wyatt, President

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Richard Bell, Chair

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John Paul Hammerschmidt, Vice Chair

\_\_\_\_\_  
Mike Medlock, Secretary

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Florine Tousant Bingham, Member

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Dallas Wood, Member

