

AGENDA
ARKANSAS STATE UNIVERSITY
BOARD OF TRUSTEES

February 24, 2006

2:00 p.m.

Dean B. Ellis Library Board Room - 8th Floor
Jonesboro Campus

- I. Call to Order
Mrs. Florine T. Milligan, Chair
- II. Approval of the Minutes of Meeting
December 16, 2005
- III. Election of Officers
- IV. President's Report
Reports of the Officers

***V. Agenda**

- Resolution Approving the Amendment of Resolution 05-13 (Which Revised the Retiree Unused Sick Leave Compensation Policy) to Require Compensation to Classified Employees Only Who Meet the Criteria Established Under ACT 1288.
- Resolution Approving ASU-Jonesboro to Sell Permanent Easement Rights to Land in Craighead County.
- Resolution Authorizing ASU-Jonesboro to Increase the Graduate School Application Fees.
- Resolution Authorizing ASU-Jonesboro to Increase the Residence Life and Meal Plan Rates.
- Resolution Approving a Revised Faculty Handbook for ASU-Jonesboro.
- Resolution Approving ASU-Beebe to Offer an Associate of Applied Science, a Technical Certificate, and a Certificate of Proficiency in Pharmacy Technician Science.
- Resolution Approving ASU-Beebe to Offer an Associate of Applied Science, a Technical Certificate, and a Certificate of Proficiency in Hospitality Administration.
- Resolution Approving ASU-Mountain Home to Offer a Technical Certificate in the Health Professions.
- Resolution Approving ASU-Mountain Home to Offer a Certificate of Proficiency and a Technical Certificate in Welding.

VI. Executive Session

***VII. Approval of Personnel Actions**

VIII. Other Business

***IX. Adjournment**

***Action Items**

Arkansas State University
Board of Trustees
February 24, 2006

The Arkansas State University Board of Trustees met on Friday, February 24, 2006, in the eighth floor Board Room of the Dean B. Ellis Library on the Jonesboro campus. Chair Florine Tousant Milligan called the meeting to order at 2:01 p.m. Board members present were: Mr. Jim Pickens; Colonel Dallas Wood, Secretary; Mr. Mike Gibson; and Mr. Mike Medlock. Reverend Arliss Dickerson, director of Baptist Collegiate Ministry on the Jonesboro campus, delivered the invocation. A moment of silence was observed in memory of Senator Jerry Bookout.

Minutes

Upon motion by Col. Wood, second by Mr. Pickens, the minutes of December 16, 2005, were approved.

AYES: Milligan, Pickens, Wood, Gibson, Medlock

NAYS: None

Election of Officers

Mr. Medlock proposed the following slate of officers: Mr. Jim Pickens, Chair; Mr. Mike Gibson, Vice Chair; and Col. Dallas Wood, Secretary. Upon motion by Mr. Medlock, second by Mr. Gibson, officers were elected as presented.

AYES: Milligan, Pickens, Wood, Gibson, Medlock

NAYS: None

Board members expressed their appreciation to Mrs. Milligan for her service as chair and congratulated her on reappointment to the Board. Mr. Pickens presided over the remainder of the meeting.

As chair of the Board, Mr. Pickens extended condolences to the family of Senator Jerry Bookout. Senator Bookout left a legacy of supporting and advancing ASU.

CAMPUS REPORTS

ASU System:

President Leslie Wyatt presented a consolidated audit report of all the campuses and the 2005 financial statements. The consolidated audit report was initiated by the Legislative Joint Auditing Committee.

All campuses have begun to work with the Arkansas Department of Higher Education (ADHE) in the creation of biennial budgets. All budgets for public institutions in Arkansas will be submitted to ADHE for inclusion in the executive budget compiled by the Governor's office, and presented to the legislature in October. Budgets will be prepared for the coming operational year and to establish perceived needs for the next biennium. Indications reveal that this will be another tight fiscal year.

Much planning and preparation is being done throughout the ASU System in anticipation of the next Legislative Session.

Jonesboro Campus:

Dr. Dennis White, chair of the Speech Communications department, presented a plaque from the Arkansas Committee for the Army National Guard and Reserve to recognize ASU as a "5 Star Boss." The program recognizes employers who not only uphold the law but are willing to go above and beyond in support of those serving in the military.

President Wyatt said a series of town hall meetings are in progress in the search for a chancellor for the Jonesboro campus. Dr. Bill Franklin of Academic Search has been retained to lead the university in this search. A progress report will be presented to the Board in May. A website has been developed www.astate.edu/chancellorsearch for information and to follow the progress of the search.

The most recent issue of *Arkansas Agriculture* was distributed to Board members. The magazine prominently featured Mr. Richard Bell, former trustee, and now Arkansas' Secretary of Agriculture.

Spring 2006 enrollment highlights for the Jonesboro campus were distributed. The numbers indicate that this semester had the second largest enrollment in the history of the campus. This is the result of good enrollment management practices and credit was given to Dr. Susan Allen, vice chancellor for Research and Academic Affairs, and Dr. Rick Stripling, vice chancellor for Student Affairs, who co-chaired the Enrollment Management Committee, and to the deans, chairs, and faculty. Ms. Tammy Fowler, interim director of Admissions, has

organized a new e-mail campaign to assist with enrollment efforts to contact students across the state. Dr. Stripling relayed information related to a year-to-year comparison of enrollment figures which indicate a significant increase in applicants for the fall term. The Board and the Higher Learning Commission (HLC) have requested that activities focus on increasing and stabilizing enrollment. The Arkansas Department of Higher Education recently released information related to Arkansas high school graduate projections. Based on those projections, the number of white high school graduates in Arkansas will grow by 1% until 2009 and then decline by 8% to 2013; however, the number of white graduates actually declined by 1.3% last year. The number of African American high school graduates will grow by 8% by 2008 but will begin to decline by 10% to 2013 while the numbers will begin to stabilize from 2013 to 2017. The number of African American high school graduates declined 3.2% in the last two years. The number of Hispanic high school graduates will grow from 3% in 2005 to 12.7% by 2017. The number of Hispanic high school graduates in 2017 will be almost five times greater than that of 2005. The number of Hispanic high school graduates in Arkansas grew by 50% from 2002 to 2005. Based on this information, ASU must begin to focus on the opportunities presented for enrollment management in the Hispanic high school graduate sector. Programs must be developed to specifically target their interests and capabilities.

ASU-Beebe

In the absence of Chancellor Eugene McKay, Dr. Ted Kalthoff, vice chancellor for Academic Affairs, reported that enrollment was up over 307 students or 205 FTE over spring 2005 numbers. For the first time in the history of the campus, Beebe has over 4,000 head count during the spring semester. A sample invitation for the groundbreaking for Phase I of the Heber Springs campus scheduled for April 7, 2006, at 1:30 p.m. was distributed with a formal invitation to follow.

ASU-Newport:

Chancellor Larry Williams announced a record spring enrollment of 1,246, an increase of 6% over the last spring and the largest in the history of the Newport campus. Construction continues on expansion of the library with an expected completion date of May 24. A copy of the institutional annual report was mailed to Trustees. In preparation for the Higher Learning Commission accreditation visit in November, committees have been meeting to revise the campus strategic plan. The revised plan will be presented for review at the next board meeting. Dr. Larry Davis, vice chancellor for Academic Affairs, was recognized for his recent appointment by Governor Mike Huckabee to the board of Developmental and Disability Services in Arkansas. Jackson County was voted a member of the Crossroads Coalition, which is an economic development group dedicated to the Delta area utilizing the incumbent workforce. Dr. Williams will serve on the board along with Mr. John Chadwell, local director of economic development, who will

serve on the economic executive group of the Coalition. Budgets have been completed by the assigned budget committees of the Arkansas Association of Two-year Colleges and Universities. The recommendation for the funding formula was approved at the last two-year colleges and universities Presidents and Chancellors meeting. The formula was based on a Florida model. The major factors are teaching salaries, academic support, student services, physical plant square footage, institutional support cost, and workforce development costs that are non-academic related. The formula is the easy part, Dr. Williams said, but the distribution of dollars available is the difficult part of the process. Two-year colleges and universities Presidents and Chancellors will meet next Friday in Little Rock to come to a consensus for a recommendation to the Arkansas Department of Higher Education in relation to each institution's budget. To fully fund the formula approximately \$52M is needed, an amount which is not economically feasible in one biennium. An estimated \$14M is needed in order to bring the two-year colleges to the level of 75% equity, which was the approach taken by the four-year institutions.

Mountain Home:

The physical plant is almost completed. Architects have been selected for the proposed health sciences facility with construction to begin as soon as the bond proposal passes in the fall. Application has been made to secure a Title III grant. Two programs on the campus, Funeral Science and Paramedic, have 100% pass rate for those students taking professional exams. Enrollment is down

slightly. Chancellor Coulter attributes this to serving the community needs too well over the past 10 years as evidenced by the number of traditional students now attending. As a result, new programs are being added and old programs evaluated to determine if needs are being addressed. Dr. Pat Bailey, vice chancellor for Academic Affairs, was appointed as the Chair of the Mountain Home Chamber of Commerce. Based on a verbal commitment from a donor, there is a possibility of two additional entrance gates being constructed. A number of gifts and commitments have been made to ASUMH, and the capital campaign with the medical community is progressing well. Sample advertisements thanking donors were included in the board packets.

Agenda:

- Resolution approving the amendment of Resolution 05-13 (which revised the Retiree Unused Sick Leave Compensation Policy) to require compensation to classified employees only who meet the criteria established under ACT 1288.

Approval of this resolution will allow correction of an earlier resolution in order to comply with recently enacted laws dealing with providing compensation for unused sick leave to classified employees only. Ms. Lucinda McDaniel, legal counsel for ASU, recommended the change.

Upon motion by Col. Wood, second by Mr. Medlock, Resolution 06-01 was approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

- Resolution authorizing ASU-Jonesboro to sell permanent easement rights to land in Craighead County.

Dr. Wyatt explained that this is a sale of permanent easement rights only to City Water and Light. The property is located on Academic Circle and Johnson Avenue west of the campus and will allow them access to their equipment. If at such time access is no longer needed, the property easement rights will revert back to the university.

Upon motion by Mrs. Milligan, second by Mr. Gibson, Resolution 06-02 was approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

- Resolution authorizing ASU-Jonesboro to increase the Graduate School application fees.

The fee would be increased from \$15 to \$30 per application for masters, specialists, and non-degree seeking masters programs and from \$35 to \$50 for doctoral programs. The increase would bring ASU fees in line with other similar institutions and would address the rising cost of processing applications.

Approximately 300 masters' programs applications and 10-15 doctoral applications are received annually stated Dr. Susan Allen, vice chancellor for Research and Academic Affairs.

Upon motion by Mr. Gibson, second by Mr. Medlock, Resolution 06-03 was approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

- Resolution authorizing ASU-Jonesboro to increase the residence life and meal plan rates.

Based on a 26% increase in utilities and new amenities such as laundry services being added, an increase of 3.2% in residence life and meal plan rates is required. A study was provided to the board comparing the university with other similar institutions in the state. ASU ranks fourth in terms of tuition cost and in the middle ranking for housing and meal costs. An assessment of the private housing market area was also considered when determining an increase. Craig Johnson, assistant vice chancellor for Student Affairs, added that ASU is well below other institutions in the state in costs related to housing.

Upon motion by Mrs. Milligan, second by Col. Wood, Resolution 06-04 was approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

- Resolution approving a revised Faculty Handbook for ASU-Jonesboro.

A revised Faculty Handbook is presented in order to comply with the Board's directive that a revised handbook be submitted by February 24. Dr. Wyatt explained that the material presented is a guide to policies and procedures and is

based on information provided by various faculty committees over the past two years. A revised handbook had been mandated by the Higher Learning Commission (HLC), the accreditation agency for programs at ASU. The handbook must be approved now in order to be able to appoint the committees defined in the handbook within the Shared Governance System, based upon a concept which has been recommended by a campus-based committee. These committees must be appointed and operational during the coming academic year in order for the results to be viewed by the HLC's scheduled visit in 2007-2008. Dr. Wyatt expressed appreciation to Dr. Susan Allen for working with the HLC to get the original date of the accreditation team visit changed to spring 2008 to allow for the implementation of the processes defined by the handbook. This handbook is an improvement over the previous handbooks because it addresses the deficiencies noted in the accreditation report received from the HLC in 2003. The new document provides a direct correlation between those areas the university was urged to address and the system which is defined to address those issues. The revised handbook places shared governance oversight in the hands of faculty and staff committees on campus. The new handbook can be changed incrementally through a process which is identified within the document. Dr. Bill Humphrey, president of the Faculty Senate, was present and was recognized by Dr. Wyatt. Dr. Wyatt said last October that Dr. Humphrey presented him with draft copies of a revised Faculty Handbook in anticipation of approval by the Faculty Senate, although this approval is not a necessary component of handbook adoption.

Dr. Humphrey indicated to Dr. Wyatt on February 3, 2006, that the Faculty Senate would not approve a handbook draft in time to be presented by the February 24 meeting as directed by the Board. Dr. Wyatt then developed the draft presented to the Board at this meeting, using as the basis the draft handbook materials developed by faculty committees during 2003-2005.

Upon motion by Mr. Gibson, second by Mrs. Milligan, Resolution 06-05 was approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

- Resolution approving ASU-Beebe to offer an Associate of Applied Science, a Technical Certificate, and a Certificate of Proficiency in Pharmacy Technician Science.

Dr. Ted Kalthoff said ASU-Beebe currently has a non-credit basic pharmacy technician program, which is offered on the Searcy campus. Local pharmacies and health related agencies have encouraged ASU-Beebe to develop a credit program.

Upon motion by Mr. Medlock, second by Col. Wood, Resolution 06-06 was approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

- Resolution authorizing ASU-Beebe to offer an Associate of Applied Science, a Technical Certificate, and a Certificate of Proficiency in Hospitality Administration.

Dr. Kalthoff explained that Dr. Dianne Tiner, vice chancellor for ASU-Heber Springs, proposed the program based on growth in the tourism industry and work done with area schools.

Upon motion by Mrs. Milligan, second by Mr. Gibson, Resolution 06-07 was approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

- Resolution approving ASU-Mountain Home to offer a Technical Certificate in the Health Professions.

Chancellor Ed Coulter said this certificate will allow those students who choose not to pursue further education in the health professions field to obtain a complete certificate.

Upon motion by Col. Wood, second by Mrs. Milligan, Resolution 06-08 was approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

- Resolution authorizing ASU-Mountain Home to offer a Certificate of Proficiency and a Technical Certificate in Welding.

This certificate will be offered in cooperation with area public schools and will be performed in their shops.

Upon motion by Mrs. Milligan, second by Mr. Gibson, Resolution 06-09 was approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

Dr. Wyatt announced that the approved Faculty Handbook has been posted electronically on the ASU website and may be accessed by clicking on Faculty Handbook.

Upon motion by Mr. Gibson, second by Mr. Medlock, the Board retired into executive session at 2:55 p.m.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

Mr. Pickens 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 4:31 p.m.

Upon motion by Mr. Medlock, second by Col. Wood, the academic appointments for Jonesboro and Newport were approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

Upon motion by Mrs. Milligan, second by Mr. Gibson, the non-academic appointments for Jonesboro, Beebe, and Newport were approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

Upon motion by Col. Wood, second by Mr. Medlock, the academic reassignments of duty for Jonesboro were approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

Upon motion by Mr. Gibson, second by Mrs. Milligan, the non-academic reassignments of duty for Jonesboro and Beebe were approved.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None

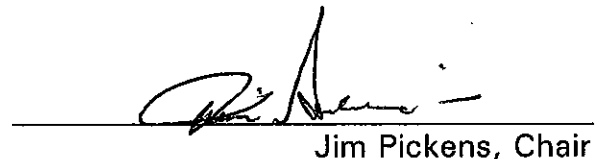
Upon motion by Mr. Gibson, second by Mr. Medlock, the Board adjourned at 4:33 p.m.

AYES: Pickens, Gibson, Wood, Medlock, Milligan

NAYS: None



Dallas Wood, Secretary



Jim Pickens, Chair

EXECUTIVE SUMMARY

Contact: Jennus Burton (870) 972-3303

ACTION ITEM: Arkansas State University System requests approval of an amendment to Board Resolution 05-13 which revised the Retiree Unused Sick Leave Compensation policy.

ISSUE: ASU needs to bring its current Retiree Unused Sick Leave Compensation policy in-line with a recent Arkansas Attorney General legal opinion.

BACKGROUND:

- The Board of Trustees approved a revision to the ASU System policy governing retiree unused sick leave compensation policy at its June 9, 2005, meeting.
- Two Acts passed into law and signed by the Governor in March 2005 are as follows:
 - ACT 971 provided for all employees of two-year colleges, at the discretion of the two-year college, to be compensated for unused sick leave at retirement. This ACT was signed into law by the Governor on March 18, 2005; and
 - ACT 1288 provided for **only classified employees** of state-supported institutions of higher learning to be compensated for unused sick leave at retirement. Moreover, it also made the benefit mandatory. This ACT was signed into law by the Governor on March 29, 2005, or 11 days after ACT 971.
- The Board had an existing policy that afforded retirees the opportunity to receive paid health care for unused sick leave days. With the passage of the two bills, it became necessary to revise the Board's policy to allow for the new provisions of the law, and to prevent the University campuses from providing double compensation to retirees who have unused sick leave. Consequently, the Board approved a new policy that adopted the two new ACTs and rescinded the policy that allowed health care payments for retirees if they afforded themselves of the new cash payment option as outlined in ACT 971, and ACT 1288.
- Representative Horace Hardwick from Bentonville asked for an Attorney General's opinion after the fact, as it appeared that there was some ambiguity between the two ACTs; e.g., all employees versus classified employees, and mandatory payments as opposed to at the discretion of the two-year campuses.

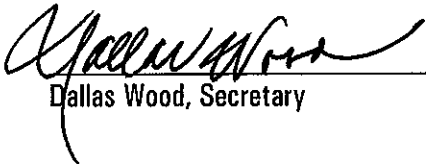
EXECUTIVE SUMMARY

Contact: Jennus Burton (870) 972-3303

- The Arkansas Attorney General issued an opinion on December 7, 2005, stating that ACT 971 has been superseded by the later passage of ACT 1288. Consequently, (1) only classified employees are afforded compensation at retirement for unused sick leave under certain conditions, and (2) the payment is mandatory if the employee meets the established criteria. Arkansas State University received a copy of the Attorney General's opinion on January 3, 2006.
- This Board resolution is designed to bring the Arkansas State University System retiree benefits in compliance with the Attorney General's opinion regarding these two ACTs.

RECOMMENDATION / RESOLUTION:

Be it resolved that Board of Trustees Resolution 05-13 is amended to require compensation to classified employees only who meet the criteria established under ACT 1288, signed into law on March 29, 2005.


Dallas Wood, Secretary


Jim Pickens, Chair

WOMACK, LANDIS, PHELPS, McNEILL & McDANIEL, P.A.

Tom D. Womack
David Landis
John V. Phelps
Paul McNeill
Lucinda McDaniel
Richard Lusby
Jeffrey W. Puryear
Mark Mayfield
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January 10, 2006

Dr. Leslie Wyatt
President
Arkansas State University
P.O. Box 10
State University, AR 72467

Via Facsimile and U.S. Mail

Re: Unpaid Sick Leave

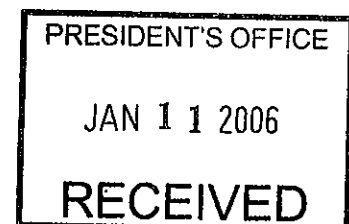
Dear Dr. Wyatt:

I have reviewed the Financial Incentives to Decrease Use of Sick Leave statute, A.C.A. § 21-4-501 et. seq., in its entirety, the two 2005 legislative amendments, and the Attorney General opinion interpreting the effect of those amendments. I make the following analysis.

The original statute unequivocally exempted institutions of higher education from payment of unused sick leave upon retirement or death. Subsection 21-4-503 provided that "this subchapter does not apply to state-supported institutions of higher learning." All campuses of the ASU system, under prior law, were exempt from mandatory payment for unused sick leave.

The 2005 legislature first amended the above statute by ~~Act~~^{Act} 971 which was apparently intended to allow two year institutions to pay, at their discretion, unused sick leave to all their employees. This was an entirely new section added to the statute. Had Act 971 stood alone, our two year campuses would have been allowed to, but not required to, pay all their employees unused sick leave on retirement or death. The exemption for all institutions of higher education would have continued.

However, the 2005 legislature then passed Act 1288 which struck the exemption for institutions of higher learning, added "classified employees of state-supported institutions of higher learning" as employees as to whom the statute applied, but also left in place the language that the subchapter applies to employees of "all agencies of this state."



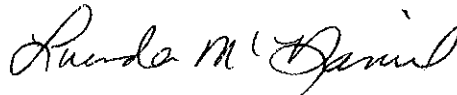
The Attorney General has opined that the changes require the two year institutions of higher learning to pay unused sick leave to their classified employees since they were specifically added to the list of covered employees. I am concerned that his opinion does not go far enough. The legislature specifically took away the exemption for institutions of higher learning. Institutions of higher learning are agencies of the state. The current language, then, requires "all agencies of this state" (which include institutions of higher education) to pay unused sick benefits to "employees."

I agree with the Attorney General that Act 971 has no meaning whatsoever after enactment of Act 1288. The discretion given by Act 971 is obliterated by Act 1288 which requires all state agencies to pay unused sick leave. I am not convinced, however, as is the Attorney General, that the unused sick leave applies only to classified employees. The Attorney General reads the title of the Act to control. While the title refers only to classified employees, the law itself clearly states it applies to all agencies of the state. The ambiguity can only be resolved by clarifying legislation or court decision.

I agree completely with Ed Franklin's assessment that this statute must be revised in the next legislative session. I will be glad to draft appropriate language if that would be of assistance.

Sincerely,

WOMACK, LANDIS, PHELPS,
McNEILL & McDANIEL

A handwritten signature in cursive script, appearing to read "Lucinda M. Daniel".

Lucinda McDaniel

EXECUTIVE SUMMARY

Contact: Jennus Burton (870) 972-3303

ACTION ITEM: ASU-Jonesboro requests approval to sell permanent easement rights to land in Craighead County.

ISSUE: ASU-Jonesboro (ASU-J) would like to sell at appraised price permanent easement rights for two parcels used by City Water and Light (CWL) as utility substations located south of Faculty housing and on Johnson Avenue. Attached is a copy of the property map that sites the substations.

BACKGROUND:

- ASU-J owns two tracts of land located in Craighead County comprised of approximately 2.08 acres at 119 Academic Circle, and .55 acres at 2601 E. Johnson Avenue. The properties are currently encumbered by lease and are used by CWL to house utility substations.
- Appraisals for the properties have been completed by two separate appraisers, one for ASU-J and a second for CWL. The values are as follows:
 - CWL Appraisal:
 - 119 Academic Circle - \$100,000
 - 2601 Johnson Avenue - \$30,000
 - ASU-J Appraisal:
 - 119 Academic Circle - \$90,700
 - 2601 Johnson Avenue - \$81,000
- In addition, CWL would like to purchase a permanent access easement to the property at 119 Academic Circle for approximately .65 acres. The CWL appraisal is \$30,000, and the ASU-J appraisal is \$14,300.
- The land is currently classified as Education and General (E&G) property. Consequently, when the land is sold the proceeds will benefit the E&G funding needs. The value will be received in cash, or CWL will relocate utilities in the Westside Overpass project to meet or exceed these appraised values.
- The sale would restrict the use to CWL substation purposes only, i.e., no commercial development would be possible in the future.

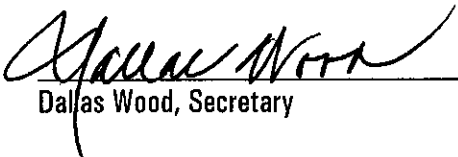
EXECUTIVE SUMMARY

Contact: Jennus Burton (870) 972-3303

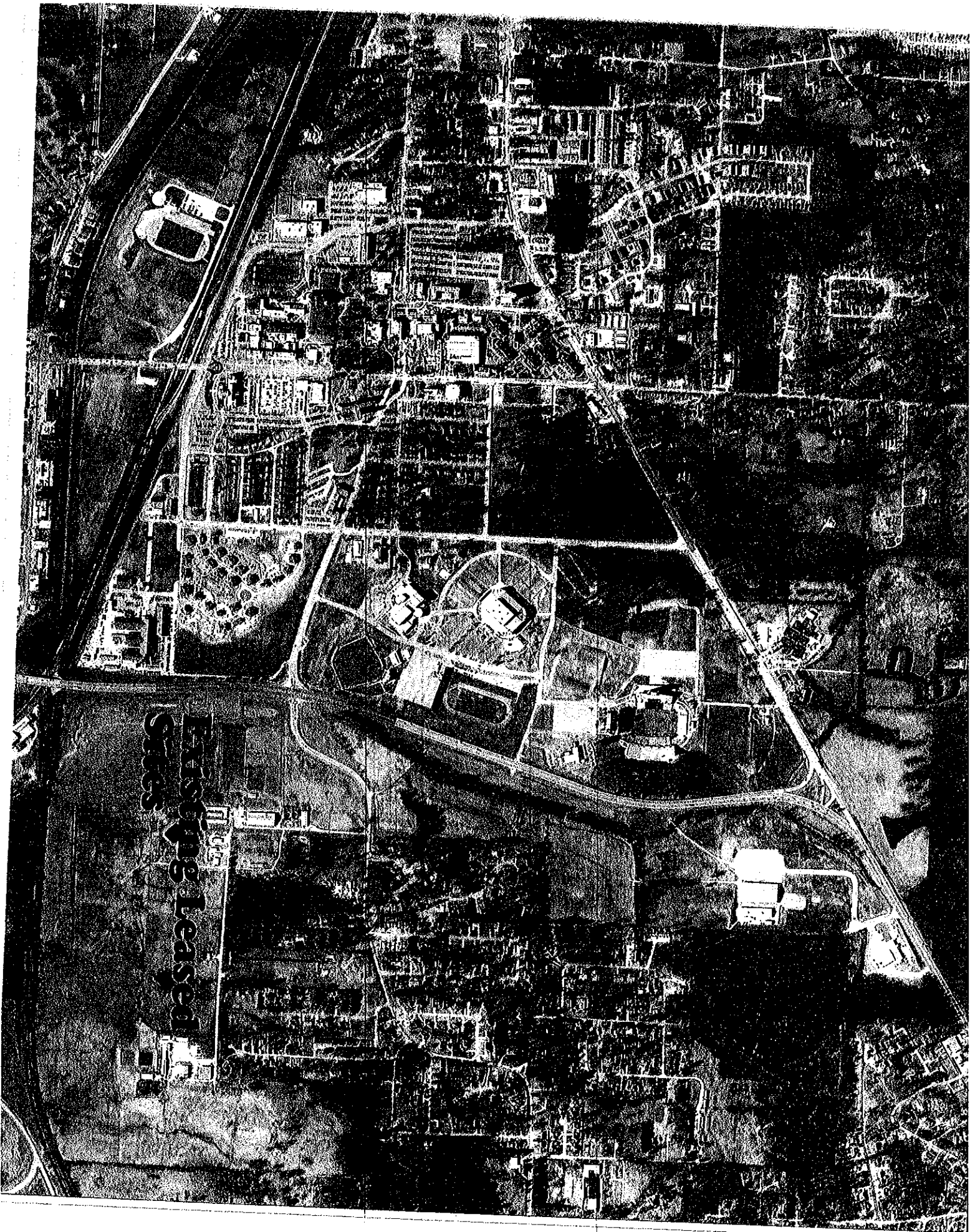
- Land sales for Higher Education Institutions are governed by Act 22-6-601. The act requires that ASU-J do the following:
 - Have the property appraised;
 - The Board of Trustees must adopt a proposal to sell the land;
 - Advertise the land for sale in a statewide newspaper and a local newspaper. The ad will seek bids on the property and indicate the time and place for bidding;
 - Each bid must be accompanied by a cashier's check equal to one tenth of the amount of the bid;
 - The bids are opened and the purchaser chosen;
 - If no bids are received, then ASU-J is free to negotiate with specific potential buyers at the appraised price or higher;
 - Upon full payment, ASU-J executes and delivers the deed at closing.
- Because the property is encumbered with a lease for CWL, the public auction requirement is not necessary, and ASU-J is asking Board approval to waive this requirement.

RECOMMENDATION / RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is authorized to sell permanent easement rights to City Water and Light without public auction 2.08 acres at 119 Academic Circle, .55 acres at 2601 E. Johnson Avenue; and .65 acres on Academic Circle located in Craighead County as described herein.


Dallas Wood, Secretary


Jim Pickens, Chair



Existing Leased Sites

EXECUTIVE SUMMARY

Contact: Jennus Burton (870) 972-3303

ACTION ITEM: ASU-Jonesboro requests approval to increase the application fee for graduate students.

ISSUE: ASU-Jonesboro requests permission from the Board to increase the graduate student application fee due to increasing costs of service.

BACKGROUND:

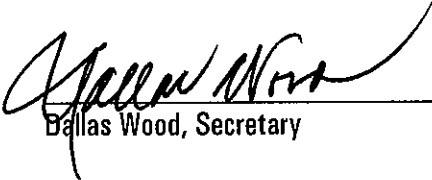
- ASU-Jonesboro currently has a graduate student application fee of \$15.00 for masters/specialists and non-degree masters programs and \$35.00 for applicants to doctoral programs. These fees were instituted in 1994.
- The fee is designed to defray costs associated with postage, telephone, fax, photocopies, part-time student labor, and the printing of recruitment materials. The costs of all of these services and products have increased since this fee was established. The additional revenue from the fee would be used for increased graduate student recruitment efforts and coordinating a prospective student database and tracking system.
- The graduate application fee at other Arkansas universities and regional universities include the following rates:
 - Henderson \$25
 - Southern Illinois University \$35 to grad school plus \$20-\$50 to grad programs
 - U of A Fayetteville \$40
 - UCA \$25
 - UALR None
 - University of Memphis \$35
 - Southeast Missouri State \$20
 - Missouri State \$30
 - University of Mississippi \$25
 - Mississippi State University \$30
- ASU-J is requesting Board approval to raise this fee from \$15 to \$30 for master and specialists and non-degree master courses, and from \$35 to \$50 for doctoral programs. ASU-J believes that this rate would be somewhat neutral compared to other university rates for the same service and be competitive.

EXECUTIVE SUMMARY

Contact: Jennus Burton (870) 972-3303

RECOMMENDATION/ RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is authorized to raise the graduate school application fees from \$15 to \$30 for masters, specialists and non-degree seeking masters programs and from \$35 to \$50 for doctoral programs effective February 24, 2006.


Dallas Wood, Secretary
Jim Pickens, Chair

EXECUTIVE SUMMARY

Contact: Rick Stripling 870-972-2048

ACTION ITEM: Arkansas State University-Jonesboro (ASU-J) requests approval of a 3.2% increase in residence life rates and meal plan options for the 2006-2007 academic year.

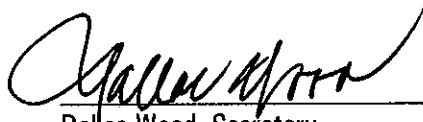
ISSUE: Arkansas State University-Jonesboro requests additional revenue sources to fund increases in the costs to operate the residence facilities and dining services.

BACKGROUND:

- An anticipated overall increase of 26% in the cost of utilities will occur in 2006-2007.
- An average cost-of-living increase for full-time employees in the residence life area is estimated at 3.0% for the 2006 fiscal year.
- Commencing fall 2006, laundry will be included in the amenities package for students living in residence halls.
- As the age of facilities continues to increase, more and more funds are spent maintaining/renovating the buildings and the systems, such as, mechanical, electrical and climate.
- A reserve for repair, replacement, and renovation is needed for our aging plant.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is authorized to increase the residence life and meal plan rates by 3.2% effective fall 2006 semester.


Dallas Wood, Secretary


Jim Pickens, Chair

EXECUTIVE SUMMARY

Contact: Dr. Leslie Wyatt 870-972-3030

ACTION ITEM: Arkansas State University-Jonesboro (ASU-J) requests approval of the revised Faculty Handbook as produced by a shared process and as recommended by the President.

ISSUE: The Board of Trustees must approve policies and procedures regarding operation of the university. The Faculty Handbook is a compilation of academic policies and procedures.

BACKGROUND:

ASU-Jonesboro currently operates under the policies contained in the 1996 Faculty Handbook. This handbook does not reflect changes that have occurred in the time since 1996. The Higher Learning Commission (HLC) in 2003 urged ASU to pursue, through shared governance, an updating of the Faculty Handbook accompanied by an examination of policies and procedures. In the same HLC report, ASU was urged to produce an updated Faculty Handbook that includes a delineation of the governance structure as formulated through a process of shared governance.

The productions of the proposed handbook and the accompanying shared governance system proposal have both originated within the Faculty Senate using recognized committee structures. As specified by the 1996 handbook, the Faculty Senate Handbook Committee has made recommendations on the proposed handbook to the Faculty Senate, and the Handbook Committee has met with the vice chancellor for Research and Academic Affairs regarding handbook changes. The proposed handbook draft has been posted for review and commentary by the campus community. Shared Governance is addressed in Section I of the Faculty Handbook. These concepts were developed and approved by a campus-based Shared Governance Committee, approved by the ASU-Jonesboro Faculty Senate and presented to the Board of Trustees in spring 2005. The governance proposal was tabled by the Board pending inclusion of the Faculty Handbook.

The adoption of the handbook is timely and necessary so that the committee structure and governance system described in it can be enacted in the spring 2006, and become operative in 2006-07 to meet HLC expectations.

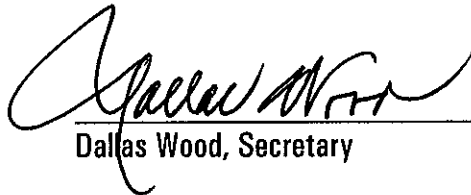
EXECUTIVE SUMMARY

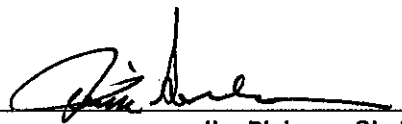
Contact: Dr. Leslie Wyatt 870-972-3030

The proposed handbook is not an adaptation of the 1996 document, but rather is a new description of policies and procedures which have evolved over the last decade through discussion and interaction within the ASU academic community. It will provide for an improved system of governance and a clearer depiction of relationships for efficient operation of academic processes. The proposed handbook may be modified in the future using a process defined in the document. Subsequent suggestions for changes will be brought to the Board of Trustees for approval.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to adopt the proposed Faculty Handbook as developed by the Faculty Senate Handbook Committee, shared with the Faculty Senate and the campus, reviewed by legal counsel, and modified and submitted by the university President. The Faculty Handbook includes a section on Shared Governance for the ASU-Jonesboro campus. The Board of Trustees recognizes that the Faculty Handbook is not a contract. It is, instead, a guide to operations, policies, and procedures, and which may be modified at any time by the Board of Trustees.


Dallas Wood, Secretary


Jim Pickens, Chair

EXECUTIVE SUMMARY

Contact: Dr. Theodore Kalthoff (501-882-8230)

ACTION ITEM: Arkansas State University-Beebe requests approval to offer the Associate of Applied Science in Pharmacy Technician Science, the Technical Certificate in Pharmacy Technician, and the Certificate of Proficiency in Pharmacy Technician.


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 basic pharmacy technician non-credit course. This course consistently has an enrollment of over 15 each semester. As of November 2005, a total of 85 students have successfully completed the non-credit course.
- This will be the first Associate of Applied Science degree in Pharmacy Technician Science offered in the State of Arkansas. The only similar program in the state is a diploma program offered by Remington College in Little Rock.
- The state long-term employment projection data indicates that there is expected to be approximately 89 openings per year in Arkansas for Pharmacy Technicians through 2012.
- Local pharmacies, medical centers, and other health related agencies have shown support for the program and have encouraged ASU-Beebe to develop the credit program in place of the non-credit offering. They also have indicated that starting salaries for graduates of the AAS program would be several dollars higher than the salary of those who only complete the non-credit course.
- The new program cost will be for a new full-time faculty member to lead the program, adjunct faculty cost, supplies, and initial cost of start up equipment. The project enrollment for the program would be 20 students per semester and tuition and fees would provide the funding for this additional cost.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Beebe is authorized to offer the Associate of Applied Science in Pharmacy Technician Science, the Technical Certificate in Pharmacy Technician, and the Certificate of Proficiency in Pharmacy Technician beginning with the fall semester 2006.


Dallas Wood, Secretary


Jim Pickens, Chair

EXECUTIVE SUMMARY

Contact: Dr. Theodore Kalthoff (501-882-8230)

ACTION ITEM: Arkansas State University-Beebe requests approval to offer the Associate of Applied Science in Hospitality Administration, the Technical Certificate in Hospitality Administration, and the Certificate of Proficiency in Hospitality Administration.

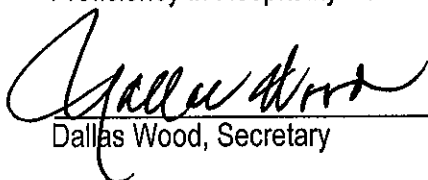
ISSUE: The Arkansas State University Board of Trustees must approve the offering of any new degree program or any new option of any existing program prior to submission to the Arkansas Higher Education Coordinating Board.

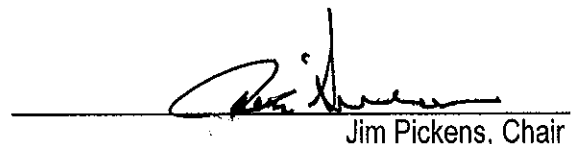
BACKGROUND:

- According to the American Hotel and Lodging Association, the hospitality profession is the largest, fastest growing industry in the world. Lodging and food service operations are found everywhere in the United States and all around the world. The industry is growing at a pace of 300,000 new jobs each year; by 2010 the demand will be 100,000 more managers each year.
- The hospitality industry is the third largest industry in the state of Arkansas. According to the Arkansas Hospitality Association, job opportunities are expected to increase significantly in the future. They are working with high schools to offer hospitality courses that will matriculate into post-secondary hospitality certificates and degrees. They are also offering scholarships to students pursuing post-secondary degrees in hospitality.
- Heber Springs is one of the premier tourism cities in the state of Arkansas. Abundant restaurants, lodges, parks, camps, and motels afford internships and local job opportunities for students in the program.
- The Associate of Applied Science degree will consist of 65 credit hours and the Technical Certificate will consist of 30 credit hours. These hours will be in hospitality administration, business, and general education. The Certificate of Proficiency will consist of 15 credit hours in hospitality administration.
- The new program cost will be for a new full-time faculty member to lead the program, adjunct faculty cost, supplies, and initial cost of start-up equipment. Tuition and fees would provide the funding for this additional cost.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Beebe is authorized to offer the Associate of Applied Science in Hospitality Administration, the Technical Certificate in Hospitality Administration, and the Certificate of Proficiency in Hospitality Administration beginning with the fall semester 2006.


Dallas Wood, Secretary


Jim Pickens, Chair

EXECUTIVE SUMMARY

Contact: Dr. Pat Bailey, 870-508-6102

ACTION ITEM: Arkansas State University-Mountain Home requests approval to offer a Technical Certificate in the Health Professions beginning August 2006.

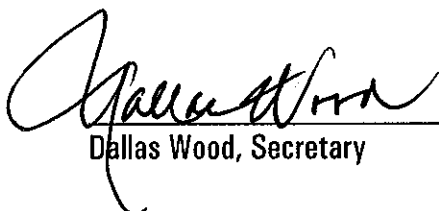
ISSUE: The Arkansas State University Board of Trustees must approve all academic technical certificates before they can be submitted to the Arkansas Higher Education Coordinating Board.

BACKGROUND:

- The proposed Technical Certificate in the Health Professions consists of a 15-hour general education core along with 6 hours of defined electives and 4 hours of Anatomy & Physiology I (A&P I) or Introduction to Anatomy & Physiology (A&P). There will be three emphasis areas of approximately 7-8 semester credit hours from which students may choose. The areas are Certified Nursing Assistant, Phlebotomy, or Pre-Health Professions. The Certificate will consist of a total of 32-33 semester hours.
- All the courses in the emphasis areas are currently available.
- Students completing this Technical Certificate should be in a better position to enter other health related programs. Further, the Technical Certificate will more specifically support the ASU-MH Respiratory Care program, the ASU-Jonesboro Associate of Applied Science in Nursing (AASN) offered at ASU-MH, and the Radiological Tech and Medical Laboratory Tech programs at other area two-year colleges. This program will be useful to students seeking admission, but not selected, to the above programs and for students not selected for the ASU-MH Practical Nurse program.
- This Technical Certificate will help students achieve a significant academic body of work to be recognized as a completer toward a specific academic goal.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Mountain Home is approved to offer the Technical Certificate in the Health Professions beginning August 2006.



Dallas Wood, Secretary



Jim Pickens, Chair

EXECUTIVE SUMMARY

Contact: Pat Bailey, 870-508-6102

ACTION ITEM: Arkansas State University-Mountain Home requests approval to offer a Certificate of Proficiency and a Technical Certificate in Welding beginning August 2006.

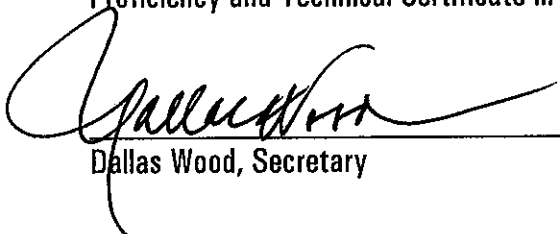
ISSUE: The Arkansas State University Board of Trustees must approve all academic certificates before they can be submitted to the Arkansas Higher Education Coordinating Board.

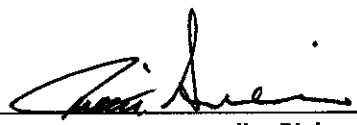
BACKGROUND:

- The proposed Certificate of Proficiency and Technical Certificate in Welding prepare the individual to obtain marketable welding skills and the opportunity to earn various welder certifications as defined by the American Welding Society.
- The Certificate of Proficiency leading to the Technical Certificate will provide the training required for students to enter the welding field in the fabrication, construction, and manufacturing industries. In addition, these programs are appropriate for individuals working in the field who would like to upgrade their skills and knowledge. The proposed Certificate of Proficiency will consist of approximately 15 semester credit hours. The Technical Certificate will consist of approximately 30 semester credit hours.
- Although these are new offerings, we plan to partner with local high schools and/or area manufacturers to provide the equipment needed to offer these programs.
- The programs will include hands-on application of shielded metal arc welding (SMAW), gas tungsten arc welding (GTAW), and gas metal arc welding (GMAW) processes.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Mountain Home is approved to offer the Certificate of Proficiency and Technical Certificate in Welding beginning August 2006.


Dallas Wood, Secretary


Jim Pickens, Chair

ARKANSAS STATE UNIVERSITY-JONESBORO
RECENT ACADEMIC APPOINTMENTS
(List Prepared for the Media)
February 24, 2006

MS. MARY RUTH GILBRECH

Temporary Assistant Professor of Nursing-Beebe

DR. V. STEVEN GREEN

Assistant Professor of Soil and Water Conservation

MR. LEE TODD HAMMON

Temporary Assistant Professor of Nursing

MS. LORA HARDING

Instructor in Biological Sciences

MS. PAMELA LITTLE

Temporary Instructor in Teacher Education

MS. SHARESE WILLIS

Temporary Instructor in English (Teaching Fellowship)

**Arkansas State University Newport
Recent Academic Appointment
(List prepared for Media)
February 24, 2006**

Stacy Mooneyhan

Title: Asst. Professor for Early Childhood Development
Effective: January 16, 2006

Sharon Rogers

Title: Instructor of Nursing
Effective: February 16, 2006

ARKANSAS STATE UNIVERSITY-JONESBORO
RECENT NON-ACADEMIC APPOINTMENTS
(List Prepared for Media)
February 24, 2006

CONDORI, JOSE

Research Assistant

Arkansas Biosciences Institute

Effective Date: November 1, 2005

GLASGOW, SUSAN

Training Coordinator

Small Business Development Center

Effective Date: January 2, 2006

**ARKANSAS STATE UNIVERSITY-BEEBE
RECENT NON-ACADEMIC APPOINTMENTS**
(List Prepared for Media)
February 24, 2006

MS. MELISSA BETTIS-RITTER

**Employment and Training Coordinator
Arkansas State University-Searcy
Effective: February 1, 2006**

MS. SANDRA CHASTAIN

**Career Pathways Wage Coordinator
Arkansas State University-Searcy
Effective: January 1, 2006**

MS. KYOKO PIERCE

**Web Site Coordinator
Arkansas State University-Beebe
Effective: February 6, 2006**

MS. LISA THOMAS

**Career Pathways Counselor
Arkansas State University-Searcy
Effective: December 1, 2005**

**Arkansas State University Newport
Recent Non-Academic Appointment
February 24, 2006
(Prepared for Media)**

Robert Parnell II

Title: Instructor for Commercial Driver Training
Effective: January 27, 2006

ARKANSAS STATE UNIVERSITY-JONESBORO
ACADEMIC REASSIGNMENTS OF DUTY

(List Prepared for the Media)

February 24, 2006

REASSIGNMENTS OF DUTY:

DR. ALEXANDER SYDORENKO

FROM: Chair, Department of History

TO: Full-time Teaching

EFFECTIVE: January 1, 2006

DR. PAMELA HRONEK

FROM: Full-time Teaching

TO: Chair, Department of History

EFFECTIVE: January 1, 2006

DR. RUTH HAWKINS

FROM: Director of Delta Heritage Initiatives/Distinguished Professor/
Interim Director of Museum

TO: Director of Delta Heritage Initiatives/Distinguished Professor/
Director of Museum

EFFECTIVE: January 1, 2006

ARKANSAS STATE UNIVERSITY-JONESBORO
NON-ACADEMIC REASSIGNMENTS OF DUTY
(List Prepared for the Media)
February 24, 2006

FOWLER, TAMMY

FROM: Assistant to Vice Chancellor for Student Affairs
TO: Director of Admissions
EFFECTIVE: November 2, 2005

HOLLINGSWORTH, HANNAH

FROM: Assistant Director of Student Union
TO: Assistant Dean
Student Development and Leadership
EFFECTIVE: January 9, 2006

SMEE, LAUREN

FROM: Assistant Director of Student Union
TO: Associate Dean
Student Development and Leadership
EFFECTIVE: January 2, 2006

SMEE, SHAWN

FROM: Assistant Dean of Students
Student Development and Leadership
TO: Associate Director of Admissions
EFFECTIVE: January 9, 2006

ARKANSAS STATE UNIVERSITY-BEEBE
RECENT NON-ACADEMIC REASSIGNMENT OF DUTY
(List Prepared for Media)
February 24, 2006

MR. PETER FARHATT

FROM: Employment and Training Coordinator
TO: Career Pathways Coordinator
EFFECTIVE: December 1, 2005