

**AGENDA**  
**ARKANSAS STATE UNIVERSITY**  
**BOARD OF TRUSTEES**  
**December 8, 2017**  
**10:00 a.m.**  
**ASU System Office**

- I. Call to Order
  - Ron Rhodes, Chair
  
- \*II. Approval of the Minutes of Past Meetings
  - September 15, 2017
  - October 19, 2017
  - November 20, 2017
  
- III. President's Report
  - Reports of the Chancellors
  
- \*IV. Agenda
  - Proposed ASU System Resolutions
    - Resolution approving the Arkansas State University System to proceed with the Roofing Replacement Capital Project and its related financing at ASU-Jonesboro
    - Resolution approving the Arkansas State University System to proceed with the Guaranteed Energy Cost Savings Capital Project and its related financing at ASU Mid-South
  
  - Proposed ASU-Jonesboro Resolution
    - Resolution approving ASU-Jonesboro to offer an optional voluntary early retirement program
  
  - Proposed ASU Mid-South Resolutions
    - Resolution approving the ASU Mid-South institutional statements: Mission, Vision, and Values
    - Resolution approving ASU Mid-South to offer the Certificate of Proficiency in Quality Technology
  
- V. Executive Session
  
- \*VI. Approval of Personnel Actions
  
- VII. Other Business
  
- \*VIII. Election of Officers
  
- \*IX. Adjournment
  
  
- \* Action Items

**EXECUTIVE SUMMARY**

Contact: Jeff Hankins (501) 660-1004

**ACTION ITEM:** The Arkansas State University System requests approval to proceed with the Roofing Replacement Capital Project and its related financing at Arkansas State University-Jonesboro.

**ISSUE:** The Board of Trustees must approve all capital projects and their financing.

**BACKGROUND:**

- The Arkansas State University System is requesting to complete roofing replacements for the Fowler Center, College of Education and Communications, and the Military Science Armory at Arkansas State University-Jonesboro. Replacements will increase energy efficiency through increased insulation and solar reflectance. For all buildings, the new roofing systems will increase the thermal energy performance more than 10%. The cost for the project is estimated to be \$1.3 million.
- The System requests to finance the project from a loan of up to \$1 million from the Sustainable Building Revolving Loan Fund for an interest rate of 0% for a term not to exceed 10 years. The projected debt service is approximately \$100,000 per annum to be repaid from the utility and operational savings generated by the energy improvements and funds earmarked for deferred maintenance.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that the Arkansas State University System is approved to proceed with the Roofing Replacement Capital Project at Arkansas State University-Jonesboro and to execute loan agreements to finance the project at an estimated interest rate of 0% for a term not to exceed 10 years.

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Niel Crowson, Secretary

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Ron Rhodes, Chair

# ASU System Capital Project Proposal Form

In accordance with board policy, Capital Project means a new construction, renovation or remodeling project with a projected cost exceeding \$1,000,000. Campus officials shall complete a Capital Project proposal form and submit to the President for review and recommendations. The President will submit Capital Project proposals to the Board of Trustees for approval. Forms should be submitted electronically to the System Vice President for Finance.

<b>Institution:</b>	Arkansas State University-Jonesboro	<b>Date:</b>	9/14/17
<b>Project Name:</b>	Roofing Replacements for Fowler Center, Ed-Com, and Amory Buildings		

**Project Description: (in detail)**

Complete roofing replacements for the buildings of Fowler Center, College of Education & Communications, and Military Science Armory. Replacements will increase energy efficiency through increased insulation and solar reflectance. For all buildings, the new roofing systems will increase the thermal energy performance more than 10%. The roofing replacements were aggregated to apply for the Arkansas Revolving Loan Fund for energy enhancements.

<b>Estimated Date of Commencement:</b>	02/15/18
<b>Estimated Date of Completion:</b>	08/15/18
<b>Total Project Cost Estimate:</b>	1,259,000

**Please provide the detail of cost estimate below:**

	Estimated Project Cost	
Construction: <i>(Include cost of built-in equipment)</i>	1,100,000	
Architect/Engineer Fees:	85,000	7.7%
Contingencies: <i>[Not to exceed 10% of Construction and A&amp;E]</i>	74,000	6.2%
Land Purchases:		
Movable Equipment and Furniture:		
<b>Total Cost of Project:</b>	<b>1,259,000</b>	

**Please provide detail of planned sources of funding:**

	Amount	Percentage
General Improvement:		0.0%
Institutional Reserves:	259,000	20.6%
Institutional Operating Funds:		0.0%
Federal Grant Funds:		0.0%
Special Revenue Funds:		0.0%
Foundation or Other Private Monies: NYIT Contribution		0.0%
Loan Proceeds (If approved):	1,000,000	79.4%
<b>Total Proposed Funding:</b>	<b>1,259,000</b>	100.0%

**Notes:**

Armory Roof - \$425,000; Ed-Com Roof - \$250,000, Fowler Roof Phase 1 - \$274,000, Fowler Roof Phase 2 - \$310,000

**EXECUTIVE SUMMARY**

Contact: Jeff Hankins (501) 660-1004

**ACTION ITEM:** The Arkansas State University System requests approval to proceed with the Guaranteed Energy Cost Savings Capital Project and its related financing at Arkansas State University Mid-South.

**ISSUE:** The Board of Trustees must approve all capital projects and their financing.

**BACKGROUND:**

- After an external investment grade energy audit of existing facilities at Arkansas State University Mid-South, the System requests approval to execute an energy performance contract to provide needed campus-wide energy improvements that include lighting retrofits, water and waste management strategies, chiller upgrades, as well as installation of other energy control mechanisms. The cost of the project is estimated to be \$1.5 million.
- The System requests to seek financing for a student fee tax-exempt note at an estimated maximum interest rate of 3.30% for a term not to exceed 20 years, with debt service of approximately \$105,133 per annum.
- The project will generate an annual average over the term of \$116,260 in guaranteed utility and operational savings generated by the energy improvements.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that the Arkansas State University System is approved to proceed with the Guaranteed Energy Cost Savings Capital Project at Arkansas State University Mid-South and to execute documents necessary to issue the note and to finance the \$1.5 million project at an estimated interest rate of 3.30% for a term not to exceed 20 years.

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Niel Crowson, Secretary

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Ron Rhodes, Chair

# ASU System Capital Project Proposal Form

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<b>Institution:</b>	Arkansas State University Mid-South	<b>Date:</b>	11/8/17
<b>Project Name:</b>	Guaranteed Energy Cost Savings Project		

**Project Description: (in detail)**

Energy performance cost savings contract per A.C.A. 19-11-1201. Project will provide resources to fund energy improvements and will result in increased energy and operational efficiencies and utility cost savings.

<b>Estimated Date of Commencement:</b>	01/01/18
<b>Estimated Date of Completion:</b>	06/30/18
<b>Total Project Cost Estimate:</b>	1,537,658

**Please provide the detail of cost estimate below:**

	Estimated Project Cost	
Construction: <i>(Include cost of built-in equipment)</i>	1,537,658	
Architect/Engineer Fees:	0	0.0%
Contingencies: <i>[Not to exceed 10% of Construction and A&amp;E]</i>	0	0.0%
Land Purchases:		
Movable Equipment and Furniture:	0	
<b>Total Cost of Project:</b>	<b>1,537,658</b>	

**Please provide detail of planned sources of funding:**

	Amount	Percentage
General Improvement:		0.0%
Institutional Reserves:		0.0%
Institutional Operating Funds: Capital Lease/Utility and Operational Savings	1,537,658	100.0%
Federal Grant Funds:		0.0%
Special Revenue Funds:		0.0%
Foundation or Other Private Monies:		0.0%
Bond Proceeds (If approved):		0.0%
<b>Total Proposed Funding:</b>	<b>1,537,658</b>	100.0%

**EXECUTIVE SUMMARY**

Contact: Len Frey (870) 972-3303

**ACTION ITEM:** Arkansas State University-Jonesboro (ASUJ) requests approval to offer an optional voluntary retirement program.

**ISSUE:** The Board of Trustees must approve terms and conditions of retirement programs.

**BACKGROUND:**

- Arkansas law allows an institution of higher education to offer voluntary retirement incentive programs when such programs result in financial savings to the institution.
- ASUJ wishes to offer an optional voluntary retirement program in fiscal year 2018 to those employees who have provided lengthy service to the institution, as well as to achieve certain financial savings.
- The program will be limited to employees at least 60 years of age and who have 10 years of continuous full-time employment as of June 30, 2018.
- Eligible employees will be required to execute all documents necessary to effectuate the voluntary retirement.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Jonesboro is approved to offer an optional voluntary retirement program for employees eligible as of June 30, 2018.

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Niel Crowson, Secretary

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Ron Rhodes, Chair

**EXECUTIVE SUMMARY**

Contact: Michelle McMillen (870) 733-6782

**ACTION ITEM:** Arkansas State University Mid-South requests approval to revise its institutional statements: Mission, Vision, and Values.

**ISSUE:** The Arkansas State University Board of Trustees must approve the institutional statements for all institutions in the Arkansas State University System.

**BACKGROUND:**

Arkansas State University Mid-South is preparing its 2018-2023 Strategic Plan. The following are the proposed new mission, vision, and values statements, which were developed through a coordinated effort of faculty and staff, refined by the Institutional Planning Committee, and endorsed by the campus community and the ASU Mid-South Board of Visitors.

**Mission:** *The mission of Arkansas State University Mid-South is to enrich lives through high-quality educational programming that fosters student success, workforce development, and lifelong learning.*

**Vision:** *Arkansas State University Mid-South distinguishes itself by Leading, Empowering, Nurturing, and Serving (LENS).*

*Leading: To be recognized as innovative and collaborative in developing and utilizing promising practices that ensure a quality learning environment, strategic organizational efficiency, and regional economic development.*

*Empowering: To be known for our commitment to celebrating the strength and diversity of our people and our determination to help our students obtain knowledge, self-understanding, and autonomy.*

*Nurturing: To be recognized for consistently displaying compassion and concern for individuals and providing the learning resources and support services necessary to meet their educational goals.*

*Serving: To be viewed by our constituents as their educational provider of choice, meeting the diverse educational and cultural needs of our communities; supporting student interests through a range of organizations and activities; meeting the region's employment demands; and broadening access to higher-education opportunities.*

**EXECUTIVE SUMMARY**

Contact: Michelle McMillen (870) 733-6782

**Values:** *Arkansas State University Mid-South is committed to Innovation, Diversity, Excellence, Accountability, and Sustainability (IDEAS)*

*Innovation represents transformative and creative thinking that leads to continuous growth, improvement, and relevancy. We value ingenuity to solve problems and improve efficiencies.*

*Diversity embraces acceptance, inclusion, and respect. We value understanding each other and ourselves, and moving beyond simple tolerance to embracing and celebrating the richness each individual contributes to our organizational culture.*

*Excellence represents the standard to which we hold ourselves, individually and collectively, in everything we do. We value exceeding commonly held expectations of quality and professionalism and believe excellence is evident when open communication, ethical decision-making, and humility are encouraged, expected, and demonstrated consistently.*

*Accountability entails an organizational commitment to moral and ethical principles that demand integrity, respect, and compassion. We value transparency and pledge honesty, courtesy, and responsibility in interactions with customers and associates.*

*Sustainability is being consistently mindful of the environmental, social, and economic consequences of our organizational practices. We value meeting present needs without compromising the needs of the future.*

**RECOMMENDATION/RESOLUTION:**

Be it resolved that the revised institutional statements: Mission, Vision, and Values for Arkansas State University Mid-South are approved.

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Niel Crowson, Secretary

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Ron Rhodes, Chair



**EXECUTIVE SUMMARY**

Contact: Cliff Jones (870) 733-6731

**ACTION ITEM:** Arkansas State University Mid-South requests approval to offer the Certificate of Proficiency in Quality Technology.

**ISSUE:** The ASU Board of Trustees must approve the offering of any new degree.

**BACKGROUND:**

- One of the initiatives of the America's Promise MOVE-HIRE grant, in which ASU Mid-South is participating, is the creation of a track for students interested in pursuing a career in quality technology.
- This 18-credit hour Certificate of Proficiency will consist of classes that are pre-existing in our Machining Technology Program and that will be combined to create a curriculum focused specifically on quality control. In addition, it will incorporate the opportunity for students to earn the Measurement, Materials, & Safety credential from the National Institute for Metalworking Skills (NIMS) and make them eligible to take the Certified Quality Inspector (CQI) Exam offered by the American Society of Quality (ASQ) as part of the CQI Apprenticeship Training Program. ASU Mid-South is one of only four institutions in the country currently participating in the apprenticeship program with ASQ.
- ASU Mid-South has a coordinate measuring machine (CMM) and already offers the classes focused on quality as part of the existing Machining Technology program; however, they are not currently combined as a formal Certificate of Proficiency offering.
- ASU Mid-South can offer the certificate without the addition of any new courses, instructors, equipment, or institutional funds.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University Mid-South is approved to offer the Certificate of Proficiency in Quality Technology, effective spring semester of 2018.

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Niel Crowson, Secretary

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Ron Rhodes, Chair