

AGENDA
ARKANSAS STATE UNIVERSITY
BOARD OF TRUSTEES
May 29, 2009
10:00 a.m.
ASU System Office

I. Call to Order

Mrs. Florine Tousant Milligan, Vice Chair

***II. Agenda**

- **Proposed ASU System Resolution**
 - **Resolution approving Arkansas State University fiscal year 2009-2010 operating budgets and authority to execute the budgets.**

- **Proposed ASU-Jonesboro Financial Resolutions**
 - **Resolution approving ASU-Jonesboro to increase the meal plan and room rates.**
 - **Resolution approving ASU-Jonesboro to increase the cost of the two and one-half year Master of Science in Nursing in Nurse Anesthesia program.**
 - **Resolution approving ASU-Jonesboro to increase the cost of the one-year, second-degree Accelerated Bachelor of Science in Nursing degree.**
 - **Resolution approving ASU-Jonesboro to assess a course fee for BIO 6144, Laboratory in Bio Techniques I, and BIO 6154, Laboratory in Bio Techniques II.**
 - **Resolution approving ASU-Jonesboro to assess a dedicated lab fee for CHEM 1041, Laboratory for Fundamental Concepts in Chemistry.**
 - **Resolution approving ASU-Jonesboro to assess a course fee for Golf, PE 1501.**
 - **Resolution approving ASU-Jonesboro to increase the international student fee and international student deposit.**
 - **Resolution approving ASU-Jonesboro to increase the international student health insurance cost.**

- Resolution approving ASU-Jonesboro to eliminate the \$3 transcript fee for online transcript requests; increase the fee to \$10 for requests made in person, in writing, or by fax; and provide free transcripts to paid ASU Alumni Association members.
- Proposed ASU-Jonesboro Academic Resolutions
 - Resolution approving ASU-Jonesboro to amend Section IV.d.2 of the Faculty Handbook regarding the length of term for college membership of the University Promotion, Retention, and Tenure Committee.
 - Resolution approving ASU-Jonesboro to amend the Faculty Handbook by adding provisions for an extension for extenuating circumstances to the tenure schedule.
 - Resolution approving ASU-Jonesboro to offer the Master of Science in Sport Administration.
 - Resolution approving ASU-Jonesboro to offer the Bachelor of Arts in Digital Design.
 - Resolution approving ASU-Jonesboro to offer a minor in finance.
 - Resolution approving ASU-Jonesboro to delete the studio art emphasis in the Bachelor of Arts degree.
 - Resolution approving ASU-Jonesboro to delete the Bachelor of Science in Digital Media and Design.
- Proposed ASU-Jonesboro Naming Resolution
 - Resolution approving ASU-Jonesboro to name the student recreation and wellness facility.
- Proposed ASU-Beebe Resolution
 - Resolution approving ASU-Beebe to increase residential room and board rates.
- Proposed ASU-Mountain Home Resolution
 - Resolution approving ASU-Mountain Home to assess an \$85 course fee for Paramedic 1181 Clinical Practicum I.

***III. Adjournment**

***Action Items**

Arkansas State University
Board of Trustees
May 29, 2009

The Arkansas State University Board of Trustees met on May 29, 2009, in the conference room of the President's Office at MBC Plaza. Mrs. Florine Milligan, vice chair of the Board of Trustees, called the meeting to order at 10:01 a.m. Board members present were: Mrs. Florine Milligan, Mr. Ron Rhodes, and Mr. Mike Gibson. Mr. Howard Slinkard joined by telephone. Mr. Mike Medlock was absent due to illness.

ASU System Resolutions:

- Resolution 09-48 approving Arkansas State University fiscal year 2009-2010 operating budgets and authority to execute the budgets.

Dr. Wyatt said budgets have been compiled by each campus. Each campus was instructed that the budgets are to reflect implementation of 50% of the state classified pay plan, increases for employees affected by tenure or promotion decisions, or by transfers within the various budgets. There are few if any additional changes from the 2009-2010 compared to the 2008-2009 budget. Operation within the tight budget has been made possible by a modest increase in appropriations from the state for the purpose of the implementation of one-half of the pay plan. If there is money in excess of that provided by the state for the pay plan purposes, that money is being put into reserve in anticipation of the further implementation of the pay plan. Each campus also will operate the budget without an increase in tuition. In behalf of all the chancellors, Dr. Wyatt stated that each of the campuses has many needs and that those needs must be postponed because of the difficult economic conditions in Arkansas and the country. Further information will be presented to the board during the fiscal year as the possibility of

additional resources from the state may be released through money provided by stimulus funding.

Upon motion by Mr. Gibson, second by Mr. Rhodes, Resolution 09-48 was approved.

AYES: Milligan, Slinkard, Rhodes, Gibson,

NAYS: None

ASU-Jonesboro Financial Resolutions

- Resolution 09-49 approving ASU-Jonesboro to increase the meal plan and room rates.
- Resolution 09-50 approving ASU-Jonesboro to increase the cost of the two and one-half year Master of Science in Nursing in Nurse Anesthesia program.
- Resolution 09-51 approving ASU-Jonesboro to increase the cost of the one-year, second-degree Accelerated Bachelor of Science in Nursing degree.
- Resolution 09-52 approving ASU-Jonesboro to assess a course fee for BIO 6144, Laboratory in Bio Techniques I, and BIO 6154, Laboratory in Bio Techniques II.
- Resolution 09-53 approving ASU-Jonesboro to assess a dedicated lab fee for CHEM 1041, Laboratory for Fundamental Concepts in Chemistry.
- Resolution 09-54 approving ASU-Jonesboro to assess a course fee for Golf, PE 1501.
- Resolution 09-55 approving ASU-Jonesboro to increase the international student fee and international student deposit.
- Resolution 09-56 approving ASU-Jonesboro to increase the international student health insurance cost.

- Resolution 09-57 approving ASU-Jonesboro to eliminate the \$3 transcript fee for online transcript requests; increase the fee to \$10 for requests made in person, in writing, or by fax; and provide free transcripts to paid ASU Alumni Association members.

Since there will be no tuition increases at any of the campuses, increases in fees are necessary because of the increased cost of operations, Dr. Wyatt explained. The meal plan and room rate increase is an annual cost adjustment. Documentation can be provided to substantiate the increase in the cost of operations. The two increases in 2011 for two nursing programs must be approved in order to recruit students for admission to the programs which will be based on the higher fees assessed at that time. These are fee-based instructional programs and the collection of fees is necessary to provide for support in those areas. The fees related to biotechnology are in conjunction with new degree opportunities that are associated with the Arkansas Biosciences Institute at ASUJ. Each of the fees assessed to international students will provide additional or improved services. The transcript fee is being eliminated and modified through the Registrar's Office.

Upon motion by Mr. Rhodes, second by Mr. Gibson, Resolutions 09-49 through 09-57 were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson,

NAYS: None

ASU-Jonesboro Academic Resolutions

- Resolution 09-58 approving ASU-Jonesboro to amend Section IV.d.2 of the Faculty Handbook regarding length of term for college membership of the University Promotion, Retention, and Tenure Committee.

- Resolution 09-59 approving ASU-Jonesboro to amend the Faculty Handbook by adding provisions for an extension of extenuating circumstances to the tenure schedule.
- Resolution 09-60 approving ASU-Jonesboro to offer the Master of Science in Sport Administration.
- Resolution 09-61 approving ASU-Jonesboro to offer the Bachelor of Arts in Digital Design.
- Resolution 09-62 approving ASU-Jonesboro to offer a minor in finance.
- Resolution 09-63 approving ASU-Jonesboro to delete the studio art emphasis in the Bachelor of Arts degree.
- Resolution 09-64 approving ASU-Jonesboro to delete the Bachelor of Science in Digital Media and Design.

Two of the proposals provide for slight modifications of the existing ASUJ Faculty Handbook. They have been reviewed by the appropriate ASUJ committees and Lucinda McDaniel.

Upon motion by Mr. Slinkard, second by Mr. Rhodes, Resolutions 09-58 through 09-64 were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson,

AYS: None

ASU-Jonesboro Naming Resolutions

- Resolution 09-65 approving ASU-Jonesboro to name the student recreation and wellness facility.

The facility is being constructed in the space formerly occupied by Delta Hall. If approved, the building will be named the Red Wolf Center. Wolf is an acronym for

Wellness Opportunities and Life Fitness.

Upon motion by Mr. Gibson, second by Mr. Slinkard, Resolution 09-65 was approved.

AYES: Milligan, Slinkard, Rhodes, Gibson,

AYS: None

ASU-Beebe Resolution

- Resolution 09-66 approving ASU-Beebe to increase residential room and board rates.

The increases are based upon information supplied by the providers of those services associated with residential room and board, Dr. Wyatt said.

Upon motion by Mr. Rhodes, second by Mr. Gibson, Resolution 09-66 was approved.

AYES: Milligan, Slinkard, Rhodes, Gibson,

AYS: None

ASU-Mountain Home Resolution

- Resolution 09-67 approving ASU-Mountain Home to assess an \$85 course fee for Paramedic 1181 Clinical Practicum I.

This is a fee based on a unique program Dr. Wyatt explained. The program is one of the few in the state between a community college and the University of Arkansas for Medical Sciences. It is a one-time fee assessed to students who are participating in the program which will be paid to the company that manages the database that assigns a tracking system to students during their clinical experiences.

Upon motion by Mr. Slinkard, second by Mr. Rhodes, Resolution 09-67 was approved.

AYES: Milligan, Slinkard, Rhodes, Gibson,

NAYS: None

Other Business

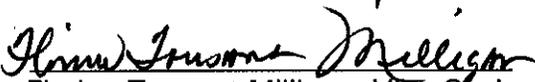
Mr. Gibson spoke in behalf of the board and thanked Dr. Wyatt, the chancellors, and their staffs in the preparation of the budgets for a zero tuition increase. The parents and those who provide college support were considered because they are also on tight budgets because of the fiscal downturn. The board appreciates the understanding and support of the faculty, staff, and the administration during these hard economic times.

Upon motion by Mr. Rhodes, second by Mr. Slinkard, the meeting adjourned at 10:19 a.m.

AYES: Milligan, Slinkard, Rhodes, Gibson,

NAYS: None


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Leslie Wyatt (870) 933-7900

ACTION ITEM: Arkansas State University (ASU) requests approval of the fiscal year 2009-2010 operating budgets and authority to execute the budgets during the next fiscal year.

ISSUE: The Board of Trustees, by policy, must approve the university's operating budget for each fiscal year.

BACKGROUND:

The operating budget establishes expenditure levels for certain categories of expense, including salaries, supplies and services, and capital expenditures. Moreover, the budget establishes sound fiscal policy by which the university manages its annual fiscal affairs.

Arkansas State University System

The Arkansas State University System is funded as a non-formula entity with a fiscal year 2009-2010 operating budget of \$2,521,711 of which \$2,319,675 is categorized as a permanent state appropriation allocation, \$56,655 is categorized as a temporary one-year state appropriation allocation from stimulus dollars and state reserve funds, and \$145,377 is from the ASU Foundation in support of staff positions for the Foundation. The System Office continues to provide institutional support for all campuses. Permanent base resources were reduced for FY 09-10 as compared to FY 08-09. Consequently, salary increases were only provided to classified staff in the Systems Office in accordance with the pay plan at the 50% level. The resources for the system operations provide for the following:

- Funding of 50% of the state-mandated pay plan for classified staff. The remaining one-time funds necessary to fund the other half of the pay plan have been placed in a restricted reserve account.
- No salary increases for the non-classified staff.
- Supplies and services at a steady funding level as compared to FY 08-09.

Arkansas State University-Jonesboro

The Arkansas State University-Jonesboro (ASUJ) 2009-2010 operating budget was developed through a collaborative effort of the University's Executive Council, University Planning Committee (UPC), and the university community. The UPC adopted budget planning principles that were utilized in the development of the final operating budget. The UPC discussed financial data in the context of tuition, classified staff and non-classified staff salaries, faculty salaries in relation to Southern Regional Education Board (SREB) averages, and investments in student and campus needs. The committee membership consisted of faculty, staff, administrators, and student representatives, and was chaired by the chancellor.

EXECUTIVE SUMMARY

Contact: Leslie Wyatt (870) 933-7900

ASUJ is funded as a formula entity with a fiscal year 2009-2010 operating budget of \$124,784,575, of which \$52,522,527 is categorized as a permanent state appropriation allocation, \$1,284,760 is categorized as a temporary one year state appropriation allocation from stimulus dollars and state reserve funds, and \$25,302,268 is from auxiliary operations.

Enrollment growth resulting from an increase in the international student population and the increase of \$2 per credit hour recreation fee provided additional resources to meet fixed cost increases and provide operating funds for the three new buildings on campus that will open during fiscal year 2010. Temporary state appropriation increases provided resources to fund 50% of the state-mandated classified staff pay plan. No tuition increases are included in the budget, all new funds allocated by the state for ASUJ are used or reserved for implementation of the classified staff pay plan, and no other faculty or staff raises are funded. Allocations were made as follows:

- Provide funding for classified staff equivalent to 50% of the state-mandated pay plan. The remaining one-time funds to fund the other half of the pay plan have been placed in a restricted reserve account. No funding was provided for faculty or non-classified staff salary increases.
- Provide funding for faculty promotions.
- Provide funding for inflationary increases for utilities.
- Provide funding for maintenance increases for elevator, fire alarm, water treatment, and information technology.
- Provide funding for expenses related to background checks for new employees.
- Provide funding for maintenance and operations for three new buildings on campus, (1) The Delta Center for Economic Development, (2) The Donald W. Reynolds Center for Health Sciences, and (3) The Student Recreation Center.

The Arkansas State University-Jonesboro budget is \$124,784,575 for Educational and General operations and \$25,302,268 for Auxiliary operations.

Arkansas State University–Beebe

The Arkansas State University-Beebe (ASUB) 2009-2010 operating budget was prepared by the ASUB Planning Committee during meetings held in March, April, and May 2009. The Planning Committee includes faculty, staff, and administration representatives. At completion, the budget was submitted to the chancellor for review. Operating funds are provided for campuses in Beebe, Searcy, Heber Springs, and the Little Rock Air Force Base.

Additional funding from enrollment growth allowed increases in fixed cost items to be addressed. Substantial growth in Cleburne County sales tax revenues provided opportunities for the Heber Springs campus to address specific personnel needs for that campus.

EXECUTIVE SUMMARY

Contact: Leslie Wyatt (870) 933-7900

Funds were allocated to the following categories for ASUB:

- Provide funds for faculty promotions, and funds for classified staff to meet 50% of the state-mandated pay plan. The remaining one-time funds necessary to fund the other half of the pay plan have been placed in a restricted account.
- Provide funds for four new positions at the Heber Springs campus, two faculty and two administrative positions.
- Provide funds for the creation of a wellness program.
- Provide funds for increases in staff benefits.
- Provide funding for inflationary increases in utilities.

The Arkansas State University-Beebe budget for fiscal year 2009-2010 is \$25,923,443 for Educational and General operations and \$2,992,600 for Auxiliary operations.

Arkansas State University–Mountain Home

The Chancellor's Cabinet developed the proposed Educational and General operating budget for fiscal year 2009-2010 with an effort to meet the needs of the Arkansas State University-Mountain Home (ASUMH) student population. An emphasis was placed on maintaining the current tuition level.

ASUMH is committed to improvements in learning by providing quality instruction, increased employee salaries, excellent facilities, relevant academic programs, and service toward the needs of business and industry and our community.

Financial concepts are as follows:

- The estimated income for fiscal year 2009-2010 is predicted to be \$8,701,240, an increase of 4.5% from the 2008-2009 approved budget.
- The salary expenditures reflect funding 50% of the classified pay plan and two promotions. The remaining one-time funds necessary to fund the other half of the pay plan have been placed in a restricted reserve account. All other salaries remain at the 2008-2009 level.
- The budget for instructional supplies and services increased only where absolutely necessary. The largest increase was for utilities due to additional buildings added during 2008-2009 and anticipated in 2009-2010.
- ASUMH has a budget reserve of \$238,376, which includes all one-time funds anticipated for 2009-2010.

The Arkansas State University-Mountain Home budget is \$8,701,240 for Educational and General operations. Auxiliary operations are only budgeted for income. There are no Auxiliary operations expenses anticipated.

EXECUTIVE SUMMARY

Contact: Leslie Wyatt (870) 933-7900

Arkansas State University–Newport

The Chancellor's Executive Council at Arkansas State University-Newport (ASUN) developed the proposed Educational and General operating budget for fiscal year 2009-2010. This process included the participation of various departmental and division staff as budget requests were generated and revised for consideration by the Office of Fiscal Affairs. The budget process included the prioritization of needs and identification of the various resources necessary to meet the goals and mission of the institution to insure quality instruction, improve facilities, and meet the needs of the campus community. The chancellor has reviewed the document and has given his approval.

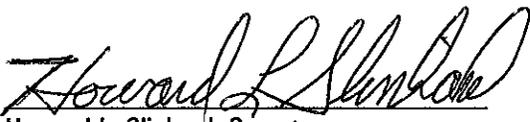
Priorities for ASUN are as follows:

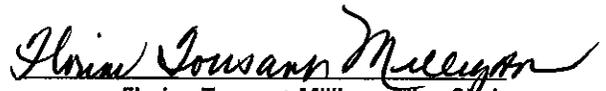
- Provide funds for 50% of the pay plan for classified employees who are included in the state mandated pay plan. The remaining one-time funds necessary to fund the other half of the pay plan have been placed in a restricted reserve account.
- Provide revenue for regular operations in fiscal year 2009-2010 at the estimated level of \$10,542,030 which includes the campus at Newport and the Technical Center campuses at Marked Tree and Jonesboro.
- Provide operational funds for enhanced distance education opportunities.
- Provide funds to support growing campus information technology needs.
- Provide additional funds to meet the needs of other departments and expenditure lines of the institution.
- Provide for additional maintenance and operation funds for new facilities at Newport and the Jonesboro Technical Center campus.

The Arkansas State University-Newport proposed budget for fiscal year 2009-2010 is \$10,542,030 for Educational and General operations and \$430,021 for Auxiliary operations.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University fiscal year 2009-2010 operating budgets are approved and authority is granted to execute the budgets in the amount of \$172,472,999 for Education and General operations and \$28,724,889 for Auxiliary operations.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: William R. Stripling (870) 972-2048

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval of a 4.9% (\$56.88 average per semester) increase in meal rates and a 5.9% (\$105 average per semester) increase in rental rates.

ISSUE: The Board of Trustees must approve all room and board rates.

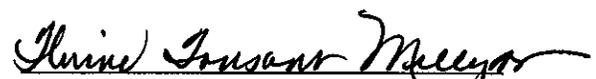
BACKGROUND:

- Arkansas State University-Jonesboro requests additional revenue sources to fund increases in the costs to operate the residence facilities and dining services. The 4.9% increase in meal rates is passed on to Sodexo by current contract.
- With the proposed rates, Arkansas State University-Jonesboro will remain competitive with other Arkansas universities and with apartment rates in the surrounding community.
- Implementation of 50% of a new pay plan for classified staff and a 10.7% minimum wage increase are budgeted for the 2009 fiscal year.
- A reserve for repair, replacement, renovation and preventative maintenance is budgeted at \$155,618 from this increase to maintain ASUJ residential facilities.
- Budget increased to accurately reflect information and technology costs of \$60,000 and new residential facilities opening in fall 2009.
- Debt service increased by \$1,485,371 to reflect debt service of the 2007 bond issue. Additionally, budget reflects nine months of income from two new residence halls, the Honors Living-Learning Community and Red Wolf Den that open in August 2009, and full year debt service of new residential facilities.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to increase the meal plan rates by 4.9% (\$56.88 average per semester) and the room rates by 5.9% (\$105 average per semester) effective first summer term 2009.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to increase the cost of the two and one-half year Master of Science in Nursing in Nurse Anesthesia Program from \$27,000 to \$30,600.

ISSUE: The Board of Trustees must approve the increase for this cost-based program for graduate students at ASUJ.

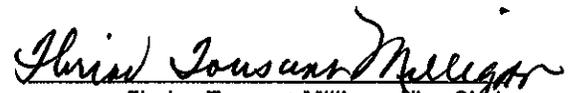
BACKGROUND:

- The Board of Trustees approved the Master of Science in Nursing in Nurse Anesthesia March 8, 2002. The program is accredited by the Council on Accreditation in Nurse Anesthesia and has graduated 118 students. Graduates have a first-time licensing pass rate of 95 percent.
- Demand for this program is still very high. All graduates have jobs within one week of graduation and the majority before graduation. This remains the only Nurse Anesthesia program in the state of Arkansas.
- The program began with a class size of 12 and now admits 45 students annually. Graduates of 2008 reported starting salaries of \$150,000 (benefits not included). The student cost for the program has not increased since the board's 2002 approval. Faculty salaries and program operations have increased over that timeframe.
- Tuition for other nurse anesthesia programs vary by region:
 - University of Kansas (36 month) \$40,527
 - Texas Wesleyan (approximately) \$37,878
 - Texas Christian University \$52,000
- Tuition will be charged at \$29,600 for the program with \$1,000 in administrative overhead.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro (ASUJ) is approved to increase the cost of the two and one-half year Master of Science in Nursing in Nurse Anesthesia program, effective January 1, 2010.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to increase the cost of the one-year, second-degree Accelerated Bachelor of Science in Nursing (BSN) degree from a cost of \$15,600 per student to \$18,020.

ISSUE: The Board of Trustees must approve this cost-based program, since it is a new total program cost amount for undergraduate students at ASUJ.

BACKGROUND:

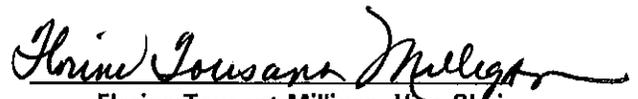
- On June 1, 2007, the Board of Trustees approved ASUJ to implement a cost of \$15,600 per student to enroll in the one-year, second-degree Accelerated Bachelor of Science in Nursing. Tuition was calculated at \$12,608 and fees at \$2,992.
- The program has graduated one class of 15 students in summer 2008, and is set to graduate a class of 16 students in summer 2009.
- Student interest in this program continues to be very high and our ability to increase our class size will occur in summer 2009 as we occupy the new Donald W. Reynolds Center for Health Sciences.
- This is a cost-based program. Since costs for program operations have risen since 2007, we are asking approval to establish a new program cost for students entering the program in 2010 and 2011.
- The total cost of this program for each student enrolled would be \$18,020 with \$14,500 in tuition for the School of Nursing for program operations and \$3,520 toward administrative costs. The cost per student for the 68-credit hour program exceeds the cost of undergraduate tuition. Tuition will cover the cost of the program.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to increase the cost of the one-year, second-degree Accelerated Bachelor of Science in Nursing degree, effective August 2010.



Howard L. Slinkard, Secretary



Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to assess a course fee of \$100 for each of these laboratory courses: BIO 6144, Laboratory in BioTechniques I, and BIO 6154, Laboratory in BioTechniques II.

ISSUE: The Board of Trustees must approve all fees.

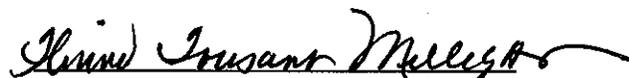
BACKGROUND:

- These laboratory courses support the new degree emphasis in biotechnology as part of the Master of Science degree in biology.
- The supplies required for these courses are highly specialized and costly.
- As these are new courses, no other laboratory fees apply or support the costs associated with these courses.
- Examples of supplies required for these laboratories include: Protein and DNA isolation and characterization buffers, DNA and RNA isolation kits, DNA sequencing system reagents, immunocytochemistry kits, cell based assays and protein analysis, hybridization probes, liquid nitrogen, protein and nucleic acid detection fluorescent dyes and reagents, polyacrylamide, agarose, vortex mixers pipettors, pipette tips, filters, size standards, droppers, gloves, microtubes, and miscellaneous plastic and glassware.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro (ASUJ) is approved to assess a course fee of \$100 each for BIO 6144, Laboratory in BioTechniques I, and BIO 6154, Laboratory in BioTechniques II, effective fall semester 2009.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to assess a dedicated laboratory course fee of \$50 for CHEM 1041, Laboratory for Fundamental Concepts in Chemistry.

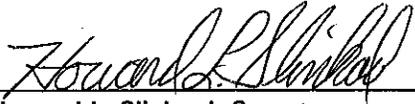
ISSUE: The Board of Trustees must approve all fees.

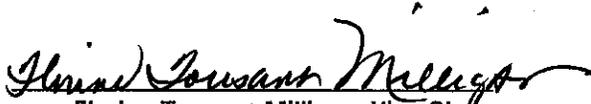
BACKGROUND:

- A new chemistry course and laboratory, Fundamental Concepts in Chemistry (CHEM 1043 and CHEM 1041), have been developed for health professions majors. The new course and associated laboratory will replace CHEM 1013/1011 and the laboratory for Introduction to Organic and Biochemistry (CHEM 1041).
- Existing lower level chemistry laboratories currently have a \$50 laboratory fee for all students.
- Health professions students currently incur laboratory fees totaling \$100 for CHEM 1011 and 1041.
- The new course will allow health professions majors to fulfill the chemistry laboratory requirement with only one course reducing the associated laboratory fees by 50%.
- As CHEM 1041 is a new course, it has no dedicated course fee.
- A dedicated \$50 course fee is required to provide laboratory supplies in support of the new laboratory course.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to assess a dedicated lab fee of \$50 for CHEM 1041, Laboratory for Fundamental Concepts in Chemistry, in the College of Sciences and Mathematics, effective fall semester 2009.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to assess a course fee of \$45 for Golf, PE 1501, in the College of Education.

ISSUE: The Board of Trustees must approve all fees.

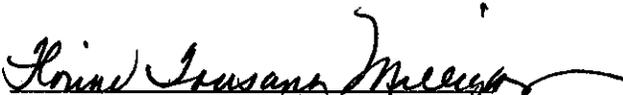
BACKGROUND:

- The College of Education recommends that the golf fee be reflective of the increased costs charged by On Target Family Sports Complex, Inc. The On Target Family Sports Complex has informed the Department of Health, Physical Education, and Sport Sciences (HPESS) that the golf fee will be \$45.
- The On Target Family Sports Complex is used for 10 out of 14 class meetings for the course.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to assess a course fee of \$45 for Golf, PE 1501, in the College of Education, effective fall semester 2009.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to change the international student fee from \$225 to \$300 for a full semester and \$150 for a single summer term, and increase the international student deposit from \$225 to \$300.

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

BACKGROUND:

- ASUJ, in the fall of 2008; enrolled 127 international students and through well-considered and implemented initiatives increased this number to 432 for the spring semester 2009.
- A portion of the proposed international student fee increase will be used to fund actions that will contribute to international student retention and graduation rates.
- To continue the above positive trends, ASUJ needs to increase the international student fee and the international student deposit, which are charged only to international students and used only for their benefit.
- The \$300 per semester international student fee will allow more intensive international recruiting, assist in providing the infrastructure needed on campus to support more international students, cover the increased costs of transporting international students, and sending international student documents between ASUJ and the home countries of these students.
- The \$300 one-time international student deposit is applied against the student's account balance during the semester immediately before graduation, but is forfeited if an international student withdraws from ASUJ prior to that time to offset processing costs associated with the termination of an international student at ASUJ.
- The summer term is a shorter period of time and does not require the full provision of retention and support services. Therefore, we would continue the practice of charging one-half the cost over a single summer semester term, which would be \$150.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro (ASUJ) is approved to increase the international student fee from \$225 to \$300 for a full semester and \$150 for a single summer term, and increase the international student deposit from \$225 to \$300 effective second summer term 2009.



Howard L. Slinkard, Secretary



Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to increase the international student health insurance monthly cost from \$83 to \$88.

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

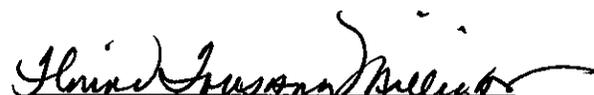
BACKGROUND:

- International students must maintain health coverage during the duration of their studies in the United States.
- The Office of International Programs enrolls all international students in ASU-approved health insurance upon students' registration at ASUJ (unless the student provides evidence of health insurance coverage equal to or better than that offered through ASUJ and that there is a claims office for this coverage in the United States).
- The health insurance cost for international students will be increased by the insurance carrier from \$78 per month to \$83 per month. A \$5 per month fee has been and will continue to be added to the premium and paid to ASUJ to cover the cost of Office of International Programs support personnel.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro (ASUJ) is approved to increase the international student health insurance monthly cost from \$83 to \$88 effective second summer term 2009.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to eliminate the current \$3 transcript fee for all transcript requests made online and to assess a fee of \$10 for all transcript requests received in person, in writing, or by fax. Paid members of the ASU Alumni Association will receive transcripts free of charge regardless of the method of request.

ISSUE: The Board of Trustees must approve all fees.

BACKGROUND:

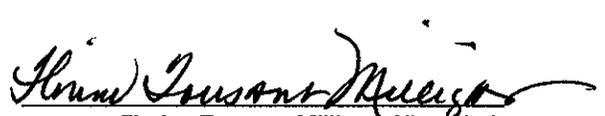
- The transcript division of the Registrar's office currently charges a fee of \$3 per copy for official transcripts requested by existing and former students. This small fee has caused problems for both students and staff. The fee and subsequent paperwork involved to process transcript requests causes delays in providing transcripts to students and mailing transcripts to other locations requested by students. These delays can potentially cause students to miss deadlines for financial aid, admission into graduate schools and other colleges and universities, certifications and licensure, and employment opportunities. These delays can be even greater during peak periods in December and January and in the months between May and August.
- Requests made online allow for more cost-effective processing with reduced data entry errors and shortened turn-around time for filling transcript requests. More efficient use of employees' time allows for attention to other student services.
- Increasing the fee to \$10 for transcript requests received in person, in writing, or by fax will generate revenue to compensate for lost revenue from the online fee elimination.
- Transcripts provided free of charge to paid ASU Alumni Association members provides an additional benefit to encourage participation in the association.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro (ASUJ) is approved to eliminate the \$3 transcript fee for online transcript requests and to assess a fee to \$10 for requests made in person, in writing, or by fax with transcripts provided free of charge to paid ASU Alumni Association members, effective fall semester 2009.



Howard L. Slinkard, Secretary



Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to amend the Faculty Handbook at Section IV.d.2 regarding the length of term for college membership of the University Promotion, Retention, and Tenure Committee (UPRTC).

ISSUE: The Board of Trustees must approve all changes to the Faculty Handbook.

BACKGROUND:

- As the handbook is currently written, each college elects a member from the College Promotion, Retention, and Tenure Committee (CPRTC) to serve on the University Promotion, Retention, and Tenure Committee.
- The handbook does not address the schedule for rotating the membership of the UPRTC.
- This amendment will set staggered two-year terms of membership.
- This modification proceeded through the shared governance process and was approved in April 2009.
- A copy of the revised language is attached to this resolution.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro (ASUJ) is approved to amend Section IV.d.2 of the Faculty Handbook regarding the length of term for college membership of the University Promotion, Retention, and Tenure Committee, effective fall semester 2009.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

IV.d.2. College:

Each department committee on promotion, retention, and tenure will elect annually one representative to serve on the college committee on promotion, retention, and tenure (CPRT). Committee members will serve staggered two year terms. If the college cannot form a committee consisting of tenured faculty, the dean should consult informally with department chairs and the senior faculty members to form the committee.

Each college faculty may increase or decrease the membership of its college committee, subject to the required minimum of one from each department, as long as members are equitably allocated among departments. For faculty members having a teacher education component, the chair of the Professional Education Faculty Review Committee will be included as a nonvoting member (Appendix D).

Using the University statement on criteria for promotion and tenure, each college will establish criteria for promotion. College criteria must meet and may exceed university criteria. These criteria will be submitted to the UPRTC for approval.

Review of Tenure/Promotion Applications:

The college committee will have at least ten working days for consideration of the recommendations and supportive documents provided by the department committee and chair related to promotion, retention, and tenure, and will prepare written recommendations that will be forwarded to the applicants. Each applicant who wishes to withdraw from further consideration must notify the chair of the college committee by the close of the third business day following receipt of the written recommendations of the committee. For those applicants who wish to continue the process, the chair of the committee will forward recommendations and all supporting material directly to the dean of the college. The dean will review these recommendations, add his/her own, and send copies to each of the applicants. Each applicant who wishes to withdraw from further consideration must notify the dean by the close of the third business day following receipt of the written recommendation of the dean. For those applicants who wish to continue the process, the dean will forward his/her recommendation and all supporting material to the VCAAR office. This office will provide copies of the completed PRT application packets and all supporting material including recommendations from chairs, deans, and PRT committees to members of the UPRTC for their consideration.

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to amend the Faculty Handbook by adding provisions for an extension for extenuating circumstances to the tenure schedule.

ISSUE: The Board of Trustees must approve all changes to the Faculty Handbook.

BACKGROUND:

- Faculty members on tenure-track may require additional time in which to meet tenure requirements when extenuating circumstances occur.
- Language setting out when an extension to the tenure schedule for extenuating circumstances may be granted is needed.
- This modification proceeded through the shared governance process and was approved in April 2009.
- A copy of the provisions for tenure extension for extenuating circumstances is attached to this resolution.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to amend the Faculty Handbook by adding provisions for an extension for extenuating circumstances to Section IV.b. effective July 1, 2009.



Howard L. Slinkard, Secretary



Florine Tousant Milligan, Vice Chair

(Note: To be inserted at Section IV.b following Application for Early Tenure)

Extension for Extenuating Circumstances:

Upon the occurrence of extenuating circumstances, faculty members on tenure-track may apply for an extension of time in which to meet tenure requirements.

Extenuating circumstances may include, but are not limited to, childbirth, adoption, foster care of a child, care for a family member, illness, and public/university service.

As soon as extenuating circumstances arise, the faculty member should contact the appropriate department chair (or dean if no department exists) and submit a formal written request for an extension for extenuating circumstances with all supporting documentation. The request, with documentation, will follow the normal PRT chain of review: DPRTC, Chair, CPRTC, Dean, UPRTC, and VCAAR. All tenure extensions under this policy will be granted in one year time periods. All extensions will be noted in the faculty member's PRT file and on each subsequent application to the PRT process.

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

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

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

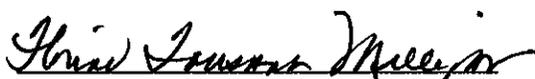
BACKGROUND:

- The growth of professional sports, college athletics, facility management, and media and marketing organizations has created a need for specialized professional preparation.
- This program is designed for graduate students interested in professional management or administration opportunities in professional sports, intercollegiate administration, public assembly facilities, media, and sports marketing and management agencies.
- The goal of the program is to balance theory and practice to best prepare each graduate for employment in the field of sport administration.
- Students will be immersed in a required core of ten courses (30 semester credit hours), the last of which is a capstone seminar (graduate project).
- The curriculum is designed to meet the Commission of Sport Management Accreditation (COSMA) with the accreditation process anticipated to be initiated in 2010-2011. The estimated cost of the accreditation process site visit is approximately \$3,500 with yearly accreditation fees of \$1,800 per year.
- Other costs are limited to approximately \$3,300 per year for adjunct instruction.
- No new course or lab fees are proposed.
- This program is not associated with Intercollegiate Athletics.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to offer the Master of Science in Sport Administration in the College of Education effective spring semester 2010.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to offer a new undergraduate degree, the Bachelor of Arts in Digital Design.

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

BACKGROUND:

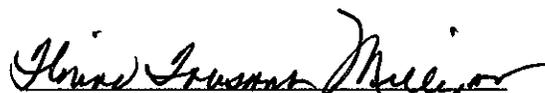
- Digital design is the fastest growing segment of the graphic design profession.
- The 124 hour curriculum will allow students to achieve significant exposure to the design process as it pertains to computer-based content delivery without the comprehensive content required for the Bachelor of Fine Arts in Graphic Design.
- This degree program will prepare students to be more competitive as professionals in the work force.
- This program will replace the Bachelor of Science in Digital Media and Design which does not meet the standards required by the National Association of Schools of Art and Design.
- With the exception of one new course, intermediate digital design, existing courses will be used.
- No new fees or additional resources are required.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to offer the Bachelor of Arts in Digital Design in the College of Fine Arts effective spring semester 2010.



Howard L. Slinkard, Secretary



Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to offer a new minor in finance.

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

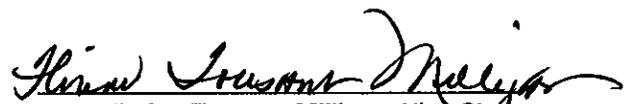
BACKGROUND:

- ASUJ is one of the few universities lacking a minor in finance.
- The minor will be useful for marketing and international business majors.
- Accounting majors are required to complete 150 hours prior to taking the CPA exam. As many choose not to enter the master of accountancy program, accounting majors have requested additional options in finance to assist them with completing the additional hours beyond those required for the Bachelor of Science in Accounting.
- All required courses currently are being taught; no additional instructional costs are required for this minor.
- No new course or lab fees are required.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to offer a minor in finance in the College of Business effective fall semester 2009.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to delete the studio art emphasis in the Bachelor of Arts degree in Art.

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

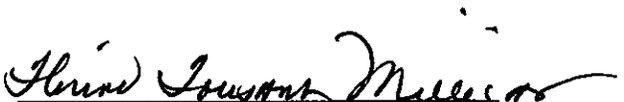
BACKGROUND:

- Student interest and enrollment in this degree emphasis continues to decrease.
- The Bachelor of Fine Arts degree in Art with an emphasis in studio art is available for students desiring to pursue the studio art emphasis.
- Students currently enrolled in the program will have through the spring 2015 semester to complete the degree.
- New majors will be redirected to declare the Bachelor of Fine Arts degree in Art, studio art emphasis, as their major.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to delete the studio art emphasis in the Bachelor of Arts degree in Art in the College of Fine Arts effective at the end of the spring 2015 semester.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Dan Howard (870) 972-2030

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to delete the Bachelor of Science in Digital Media and Design.

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

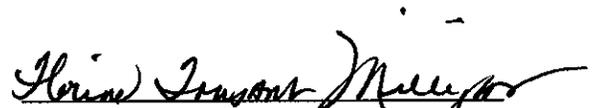
BACKGROUND:

- This degree does not comply with the standards of the National Association of Schools of Art and Design.
- The curriculum does not provide students with the background required to be competitive in the work force where digital design is the fastest growing segment of the graphic design profession.
- A new degree, the Bachelor of Arts in Digital Design, is proposed to replace this degree.
- Effective fall 2009, new majors will be directed to the Bachelor of Arts in Digital Design program.
- Current majors will be allowed to complete the degree over the next six years with the last graduates for this degree slated for May 2015 completion.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to delete the Bachelor of Science in Digital Media and Design in the University College effective May 2015.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: William R. Stripling (870) 972-2048

ACTION ITEM: Arkansas State University-Jonesboro (ASUJ) requests approval to name the student recreation and wellness center, "Red WOLF (Wellness Opportunities and Life Fitness) Center."

ISSUE: The Board of Trustees retains unto itself the right to name facilities on all ASU System campuses.

BACKGROUND:

- The student recreation and wellness center will be completed by spring semester 2010.
- The students and student affairs administrators believe the naming of the new student recreation and wellness center will promote a sense of pride and community on campus.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Jonesboro is approved to name the student recreation and wellness facility now under construction as the "Red WOLF (Wellness Opportunities and Life Fitness) Center."


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Jerry Carlisle (501) 882-8235

ACTION ITEM: Arkansas State University-Beebe requests approval to increase the residential room rate by \$68 (10%) and increase the residential board rate by \$42 (5%).

ISSUE: The Board of Trustees must approve all room and board rates.

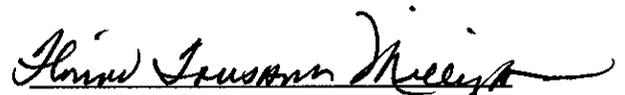
BACKGROUND:

- ASU-Beebe requires additional revenue sources to fund increases in the costs to operate residence facilities and dining services.
- The university's food service management company has reported the cost of food and labor inflates on an annual basis. The overall cost of food items has increased 7% in the last year. Much of the labor used in food service is on a part-time basis and subject to the minimum wage which will increase to \$7.25 beginning July 1, 2009, an increase of 10.7%
- A 14% increase in utility expense for residence halls and food services in FY 2009 has made the cost of operation rise substantially.
- An increase is requested in the room rate of \$68 (10%) for a total of \$740 per semester and an increase in the board rate of \$42 (5%) for a total of \$835 per semester.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Beebe is approved to increase the residential room rate by \$68 (10%) to \$740 per semester and the residential board rate by \$42 (5%) to \$835 per semester effective fall semester 2009.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair

EXECUTIVE SUMMARY

Contact: Ed Coulter (870) 508-6101

ACTION ITEM: Arkansas State University-Mountain Home (ASUMH) requests approval to assess an \$85 course fee for Paramedic 1181 Clinical Practicum I.

ISSUE: Arkansas State University Board of Trustees must approve all fees.

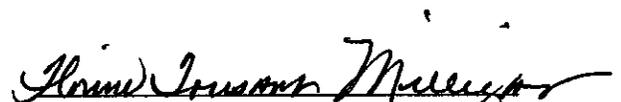
BACKGROUND:

- ASUMH offers paramedic courses through an agreement with the University of Arkansas for Medical Sciences.
- A web-based clinical tracking system has been implemented to track students' clinical skills and schedule.
- The \$85 per student fee will be charged one-time per student and will be used to support the web-based system.
- This is a pass-through fee that will be paid to the company that manages the database for the program.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Mountain Home is approved to assess an \$85 flat fee for Paramedic 1181 Clinical Practicum I effective fall semester 2009.


Howard L. Slinkard, Secretary


Florine Tousant Milligan, Vice Chair