

**AGENDA**  
**ARKANSAS STATE UNIVERSITY**  
**BOARD OF TRUSTEES**  
**December 7, 2018**  
**10:00 a.m.**  
**ASU System Office**

- I. Call to Order  
Tim Langford, Chair
- \*II. Approval of the Minutes of Past Meetings  
September 21, 2018  
November 9, 2018
- III. President's Report  
Reports of the Chancellors
- \*IV. Agenda
  - Proposed ASU System Resolution
    - Resolution approving the ASU System to revise the Early Retirement Benefits Policy
    - Resolution approving a replacement for a member of the ASU-Newport Board of Visitors
  - Proposed ASU-Jonesboro Resolutions
    - Resolution approving ASU-Jonesboro to create the School of Media and Journalism
    - Resolution naming Room 230 in the Lab Sciences West Building the DENSO Mechanical Engineering Laboratory
    - Resolution naming Room 130U in the Arkansas Biosciences Building the Hytrol Materials Handling Laboratory
    - Resolution naming the Tutoring Lab in the Computer Science and Mathematics Building the Katherine Overstreet Logan Mathematics and Learning Commons
  - Proposed ASU Newport Resolution
    - Resolution approving ASU-Newport to grant an easement to the City of Newport
    - Resolution approving ASU-Newport to offer a Technical Certificate in Criminal Justice and a Certificate of Proficiency in Criminal Justice
    - Resolution approving ASU-Newport to offer a Certificate of Proficiency in Aesthetics
  - Proposed ASU Mid-South Resolution
    - Resolution approving ASU Mid-South to offer the Certificate of Proficiency in Welding Fabrication/Fitter

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) 660-1000

**ACTION ITEM:** Arkansas State University System (ASU System) requests approval to revise the Early Retirement Benefits Policy.

**ISSUE:** The Board of Trustees must approve all policy revisions.

**BACKGROUND:**

- The ASU System offers health benefits to System employees and extends these benefits to retired employees and eligible spouses until they reach Medicare eligibility, to the extent financial conditions allow.
- Because of the rising costs of retiree health coverage, institutional financial conditions are being adversely impacted.
- The ASU System proposes revising the Early Retirement Benefits Policy to eliminate early retirement medical and life insurance benefits for employees hired into a benefits-eligible position after December 31, 2018.
- This proposed revision has gone through the appropriate shared governance processes and has been recommended by the ASU System Benefits Committee.
- A copy of the revised Early Retirement Benefits Policy is attached to this resolution.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that the Arkansas State University System is approved to revise the Early Retirement Benefits Policy, effective immediately.

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Stacy Crawford, Secretary

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Tim Langford, Chair

# ASU System Policy

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**Effective Date: December 7, 2018**

**Subject: Early Retirement Benefits**

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## **1. Purpose**

Employees providing dedicated and lengthy service to Arkansas State University may be eligible for early retirement benefits. To the extent allowed by existing financial conditions, early retirement benefits will be available to all Arkansas State University employees hired prior to January 1, 2019.

## **2. Arkansas State University System Early Retirement Benefits Policy**

An eligible retiree is an employee who in the calendar year of retirement:

- A. Reached fifty-five (55) years of age or older with the sum of their age and the number of years of continuous full-time service to Arkansas State University totaling seventy (70); or
- B. Reached sixty (60) years of age or older with at least ten (10) years of continuous full-time service to Arkansas State University; or
- C. Retired under a voluntary retirement window approved by the Board of Trustees of Arkansas State University.

## **3. Process**

- A. Employees meeting age and service eligibility requirements, or who retire under a board-approved voluntary retirement window, are eligible to continue the following benefits so long as the financial condition of the University allows:
  - I. Medical insurance (including spouse and unmarried dependents, if covered at the time the employee retires) at one-half of the total combined employee and employer premium cost. Direct draft payments must be established through the payroll director prior to retirement.

Medical insurance provided to early retirees will terminate at the earlier of (a) the age at which the early retiree becomes eligible for Medicare coverage or (b) the date the early retiree becomes eligible for similar benefits under any other arrangement for members in a group, whether insured or self-insured.

Medical benefits for a covered spouse of an early retiree will terminate at the earlier of (a) the date on which such benefits terminate for the early retiree or (b) the date that the spouse becomes eligible for Medicare. If the covered spouse of an early retiree has not reached the age of Medicare eligibility at the time benefits for the early retiree are terminated, the early retiree may pay the total employee and employer premium cost of continuing medical benefits until such time as (a) the covered spouse becomes eligible for Medicare benefits, or (b) becomes eligible for similar benefits under any other arrangement for members in a group, whether insured or self-insured.

Medical insurance for unmarried dependents, if covered at the time the employee retires, will terminate at the earlier of (a) the date on which they become eligible for similar benefits under any other arrangement for members in a group, whether insured or self-insured, or (b) until they no longer meet the dependency requirements of the plan.

- II. Tuition discounts for the early retiree, the spouse, and unmarried dependent children in the amount in effect for existing University employees.
- B. Eligible employees under paragraphs 2(A) and 2(B) may continue life insurance and accidental death and dismemberment benefits equal to the scheduled amount at the time of the early retiree's retirement at no cost to the retiree until the retiree turns 65.

(Adopted by the Arkansas State University Board of Trustees on December 8, 2018, Resolution 18-43, supersedes the policy approved on September 19, 2014, Resolution 14-37, which superseded the original policy passed by Resolution 09-31, which superseded the Early Retirement/Retirees Unused Sick Leave Compensation Policy of July 1, 1993, and revisions December 2000 and June 30, 2003.)

**EXECUTIVE SUMMARY**

Contact: Jeff Hankins (501) 660-1004

**ACTION ITEM:** The Arkansas State University System requests approval to replace a member of the ASU-Newport Board of Visitors.

**ISSUE:** Pursuant to Board policy, the ASU Board of Trustees must approve the candidates for the Board of Visitors for each System institution.

**BACKGROUND:**

- ASU-Newport Chancellor Sandra Massey has notified System President Charles Welch that Annesa Thompson, a member of the ASU-Newport Board of Visitors, whose term expires June 30, 2020, has moved out of state. Consequently, Ms. Thompson has resigned from the ASU-Newport Board of Visitors.
- Chancellor Massey has recommended that Sandy Teague replace Annesa Thompson and serve her unexpired term through June 30, 2020. President Welch has given his consent and recommends Ms. Teague for approval by the Board of Trustees.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that the Arkansas State University Board of Trustees approves Sandy Teague to replace Annesa Thompson as a member of the ASU-Newport Board of Visitors.

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Stacy Crawford, Secretary

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Tim Langford, Chair

**EXECUTIVE SUMMARY**

Contact: Lynita Cooksey (870) 972-2030

**ACTION ITEM:** Arkansas State University-Jonesboro (ASUJ) requests approval to create the School of Media and Journalism within the College of Liberal Arts and Communication.

**ISSUE:** The Board of Trustees must approve the reorganization or addition of any new administrative or instructional unit within the institution.

**BACKGROUND:**

- The College of Media and Communication was dissolved as part of the college restructuring process in AY 2014-2015 and approved by the Board on September 18, 2015.
- The dissolution of this college has resulted in challenges with program identity and program growth.
- Reorganization as a School of Media and Journalism within the College of Liberal Arts and Communication is needed to better meet the needs of students, curriculum, and faculty; to restore identity with alumni, donors, and other external constituencies; and to allow for continued growth of these disciplines.
- The large size of the College of Liberal Arts and Communication has limited the amount of time that can be devoted to media and journalism programs that have long served as public faces of the University. Because it will be a school within the college, the school's director will assist in both its management and fundraising.
- The proposed organization of the School of Media and Journalism (see attached organizational chart) will be accomplished through reallocation of existing funds.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Jonesboro is approved to create the School of Media and Journalism within the College of Liberal Arts and Communication, effective July 1, 2019.

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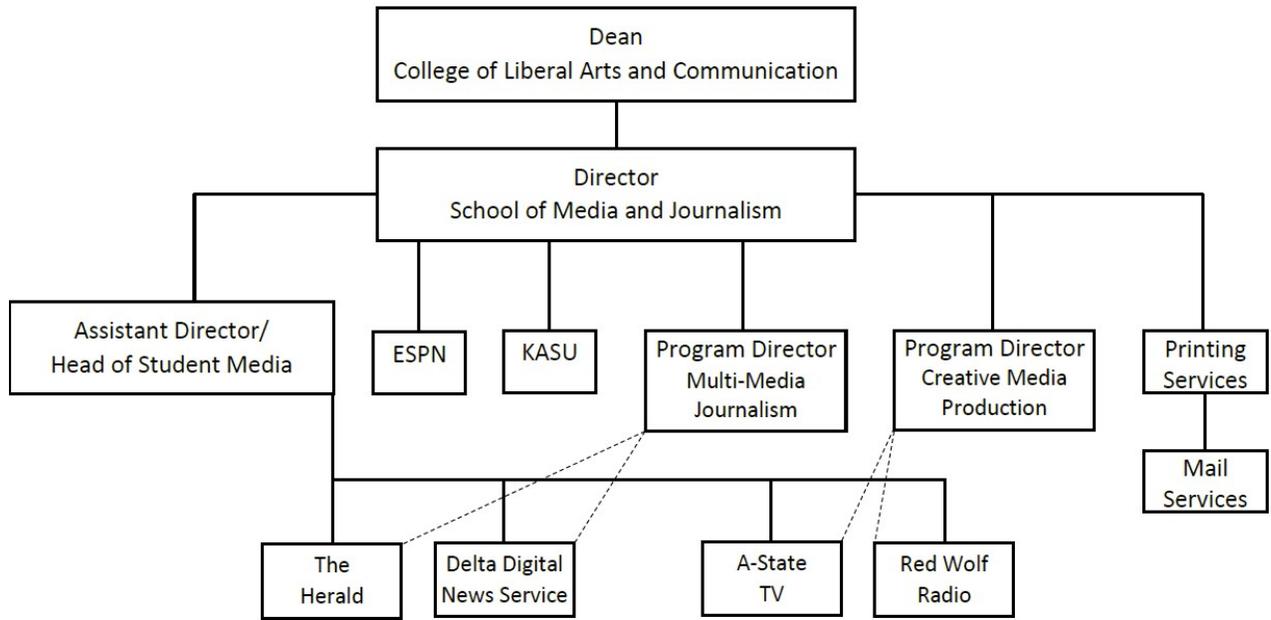
Stacy Crawford, Secretary

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Tim Langford, Chair

Arkansas State University  
College of Liberal Arts and Communication

School of Media and Journalism



**ARKANSAS STATE UNIVERSITY  
BOARD OF TRUSTEES**

A Resolution Recognizing the Significant Contributions of  
DENSO Manufacturing AR, Inc.  
to Arkansas State University-Jonesboro

**WHEREAS**, the Board of Trustees has retained unto itself the authority to name facilities of the University; and

**WHEREAS**, the corporation, DENSO Manufacturing AR, Inc., is a respected industry expert in advanced automotive technology, systems, and components for major automakers, and is a staunch supporter of higher education and the students we serve; and

**WHEREAS**, the DENSO Manufacturing AR, Inc. has made significant contributions to the Arkansas State University College of Engineering and Computer Science of a magnitude worthy of special gratitude and lasting recognition;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Arkansas State University, that Room 230 in the Lab Sciences West Building at Arkansas State University-Jonesboro, shall be known henceforth as:

**DENSO Mechanical Engineering Laboratory**

DULY ADOPTED AND APPROVED this 7<sup>th</sup> day of December 2018

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Tim Langford, Chair

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Niel Crowson, Vice Chair

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Stacy Crawford, Secretary

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Price Gardner, Member

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Christy Clark, Member

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Charles L. Welch, President

**ARKANSAS STATE UNIVERSITY  
BOARD OF TRUSTEES**

A Resolution Recognizing the Significant Contributions of  
Hytrol Conveyor Company, Inc.  
to Arkansas State University-Jonesboro

**WHEREAS**, the Board of Trustees has retained unto itself the authority to name facilities of the University; and

**WHEREAS**, the Hytrol Conveyor Company, Inc. is an industry expert in automated material handling solutions and is a staunch supporter of higher education and the students we serve; and

**WHEREAS**, the Hytrol Conveyor Company, Inc. has made significant contributions to the Arkansas State University College of Engineering and Computer Science through scholarships and material handling equipment of a magnitude worthy of special gratitude and lasting recognition;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Arkansas State University, that Room 130U in the Arkansas Biosciences Building at Arkansas State University-Jonesboro, shall be known henceforth as:

**Hytrol Materials Handling Laboratory**

DULY ADOPTED AND APPROVED this 7<sup>th</sup> day of December 2018

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Tim Langford, Chair

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Niel Crowson, Vice Chair

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Stacy Crawford, Secretary

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Price Gardner, Member

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Christy Clark, Member

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Charles L. Welch, President

**ARKANSAS STATE UNIVERSITY  
BOARD OF TRUSTEES**

A Resolution Recognizing a Significant Contribution from  
the Mike Harold Overstreet Estate  
to Arkansas State University-Jonesboro

**WHEREAS**, the Board of Trustees has retained unto itself the authority to name facilities of the University; and

**WHEREAS**, Helen Overstreet has made a substantial and generous monetary bequest from the estate of her late husband, Mike H. Overstreet; and

**WHEREAS**, Helen Overstreet wishes to honor her stepdaughter, Katherine Overstreet Logan, who is an A-State alumna and former instructor at ASU-Jonesboro, for her contributions to higher education and the students we serve;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Arkansas State University that the Tutoring Lab in the Computer Science and Mathematics Building, at Arkansas State University-Jonesboro, shall be known henceforth as:

**Katherine Overstreet Logan Mathematics and Learning Commons**

DULY ADOPTED AND APPROVED this 7<sup>th</sup> day of December 2018

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Tim Langford, Chair

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Niel Crowson, Vice Chair

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Stacy Crawford, Secretary

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Price Gardner, Member

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Christy Clark, Member

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Charles L. Welch, President

**EXECUTIVE SUMMARY**

Contact: Sandra Massey (870) 512-7851

**ACTION ITEM:** The Arkansas State University System requests approval for Arkansas State University-Newport to grant an easement to the City of Newport.

**ISSUE:** The Board of Trustees must approve all land transactions.

**BACKGROUND:**

- The City of Newport requests an easement from ASU-Newport in order to extend a city road across ASU-Newport property to allow access to an adjoining property.
- The proposed easement and legal description are attached to this resolution.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Newport is approved to grant an easement to the City of Newport, Jackson County, Arkansas.

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Stacy Crawford, Secretary

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Tim Langford, Chair

EASEMENT AND RIGHT-OF-WAY

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, real property currently available for industrial development within the City of Newport, Arkansas lacks public access, and

WHEREAS, the most practical resolution of the access issue is the extension of Comet Drive to the north by way of a fifty (50) foot wide strip of land crossing lands currently owned by the City of Newport and Arkansas State University-Newport, and

WHEREAS, construction of a public road as hereinafter granted will be of utility to Arkansas State University-Newport as well as the City of Newport, the general public, and developing industries, and

WHEREAS, this grant is made with the agreement and understanding that Arkansas State University-Newport shall not be responsible for the cost of construction or maintenance of such street or roadway, NOW THEREFORE

Arkansas State University-Newport, a public institution of higher education, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, to it, cash in hand paid by the City of Newport, Arkansas, Grantee, receipt of which is hereby acknowledged, do hereby convey, sell, alien, and quitclaim unto the City of Newport, Arkansas, and unto

its successors and assigns, a perpetual easement and right-of-way for the construction of a public street or roadway and for such other utilities as would serve the premises, over, through, and across the following lands lying and being situate in Jackson County, Arkansas, to-wit:

**Tract A Road description:** Part of the West Half of the West Half of Section 27, Township 12 North, Range 2 West, Jackson County, Arkansas, being more particularly described as follows: Commencing at the southeast Corner of Said Section 27; then run N00°03'33"E, along the East line of said Section 27, a distance of 4169.60 feet; then run N89°42'14"W, 4926.49 feet; then run S00°02'45"W, 1015.65 feet to the **TRUE POINT OF BEGINNING** then run 89°56'38"E, 50.00 feet; then run S00°02'45"W, a distance of 413.10; then run N89°56'38"W, 50.00 feet; then run N00°02'45"E, 413.10 feet back to the point of beginning.

TO HAVE AND TO HOLD the same unto the said Grantee and unto its successors and assigns forever, together with all and singular the tenements, appurtenances and hereditaments thereunto belonging or in any wise appertaining, subject however to acceptance and confirmation of such grant by the City of Newport.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Arkansas State University-Newport

by \_\_\_\_\_

Title: \_\_\_\_\_

ACKNOWLEDGMENT

STATE OF ARKANSAS

ss.

COUNTY OF \_\_\_\_\_

On this date before me, a Notary Public, duly commissioned, qualified and acting within and for said county and state, appeared in person the within named \_\_\_\_\_ being the \_\_\_\_\_ of Arkansas State University-Newport, to me well known, who stated she was the \_\_\_\_\_ of said Arkansas State University-Newport, and was duly authorized in her capacity to execute the foregoing instrument for and in the name and behalf of said Arkansas State University-Newport, and further stated and acknowledged that she had so signed, executed and delivered said foregoing instrument for the consideration, uses, and purposes therein mentioned and set forth.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal as such Notary Public, this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

(SEAL)

My commission expires:

This Instrument Prepared By:  
Boyce & Boyce  
515 Second Street  
Newport, Arkansas

**EXECUTIVE SUMMARY**

Contact: Holly Smith (870) 512-7704

**ACTION ITEM:** Arkansas State University-Newport (ASUN) requests approval to offer a Technical Certificate in Criminal Justice and a Certificate of Proficiency in Criminal Justice.

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

**BACKGROUND:**

- The proposals for a Technical Certificate in Criminal Justice and a Certificate of Proficiency in Criminal Justice were developed with input from ASUN's Criminal Justice Advisory Board, local and state correctional facilities, and local law enforcement.
- Additional specialized training for employees in the field of criminal justice is needed to meet current industry demands.
- The Technical Certificate and the Certificate of Proficiency directly align with ASUN's existing Associate of Applied Science in Criminal Justice and with ASU-Jonesboro's Bachelor of Arts in Criminology (via articulation agreement).
- No additional funding is required.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Newport is approved to offer a Technical Certificate in Criminal Justice and a Certificate of Proficiency in Criminal Justice, effective Summer I of 2019.

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Stacy Crawford, Secretary

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Tim Langford, Chair

**EXECUTIVE SUMMARY**

Contact: Holly Smith (870) 512-7704

**ACTION ITEM:** Arkansas State University-Newport (ASUN) requests approval to offer a Certificate of Proficiency in Aesthetics.

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

**BACKGROUND:**

- The proposal for a Certificate of Proficiency in Aesthetics was developed based on input from ASUN's Cosmetology Advisory Board. Additional specialized training of employees in the field of aesthetics is needed to meet current industry demands.
- The Certificate of Proficiency in Aesthetics will supplement ASUN's existing Technical Certificate in Cosmetology and allow students, who are interested in the aesthetics portion, to receive training and immediate job placement. The Certificate of Proficiency will also provide career training for licensed cosmetologists to update their existing skills in the field of aesthetics.
- No additional funding is required.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Newport is approved to offer the Certificate of Proficiency in Aesthetics, effective fall semester of 2019.

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Stacy Crawford, Secretary

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Tim Langford, 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 Welding Fabrication/Fitter.

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

**BACKGROUND:**

- The need for the program was identified in economic studies provided through both the Greater Memphis Alliance for a Competitive Workforce and the ADTEC Consortiums, which show a current and continued need for the skills addressed in this certificate of proficiency.
- This 16-credit hour Certificate of Proficiency will consist of classes pre-existing in our Welding Technology program and combine them to create a curriculum focused specifically on fabrication and fitting. In addition, it will incorporate the opportunity for students to earn the Fundamentals of Metal Fabrication (FMF) Certificate from Fabricators & Manufacturers Association, International (FMA). ASU Mid-South is one of approximately 60 FMA Certified Education Centers (CEC) in the nation, and the first CEC location in the Mid-South. This certificate will complement our existing welding offerings and lead toward the Associate of Applied Science degree in General Technology.
- ASU Mid-South has press brake and powered roll machines donated by the generosity of H.J. Meadows and already offers the classes focused on fabrication and fitting as part of the existing Welding Technology program; however, the classes are not currently combined as a formal Certificate of Proficiency offering.
- ASU Mid-South has the ability to offer the certificate with no additional 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 Welding Fabrication/Fitting, effective fall semester of 2019.

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Stacy Crawford, Secretary

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Tim Langford, Chair