AGENDA
ARKANSAS STATE UNIVERSITY SYSTEM
BOARD OF TRUSTEES
June 2, 2022
10:00 a.m.
Arkansas State University Mid-South

I. Call to Order
Christy Clark, Chair

*II. Approval of the Minutes of Past Meetings
March 11, 2022
March 28, 2022
April 11, 2022
May 5, 2022

III. President's Report
Chancellors' Reports

*IV. Agenda

- Proposed Arkansas State University System Resolutions
  - Resolution approving Arkansas State University, Arkansas State University-Beebe, Arkansas State University-Mountain Home, Arkansas State University-Newport, Arkansas State University Mid-South, Arkansas State University Three Rivers, and Henderson State University to set tuition, fees, and room and board rates
  - Resolution approving the FY2023 operating budgets and the authority to execute the budgets
  - Resolution approving the FY2023 capital project and expense budget and the authority to execute the budget
  - Resolution approving the ASU System to establish provisional positions for all campuses for FY2023
  - Resolution approving the candidates proposed to serve as members of the ASU-Beebe Board of Visitors, the ASU-Mountain Home Board of Visitors, the ASU-Newport Board of Visitors, and the ASU Mid-South Board of Visitors

- Proposed Arkansas State University Resolutions
  - Resolution approving the establishment of the Institute for Rural Initiatives
  - Resolution approving the revised Faculty Senate Constitution
  - Resolution approving A-State to enter into agreements for private camps

- Proposed Arkansas State University-Beebe Resolutions
  - Resolution approving ASU-Beebe to offer a Technical Certificate in Emergency Medical Technology

- Resolution approving ASU-Beebe to offer an Associate of Applied Science degree in Industrial Technology

- Proposed Arkansas State University-Mountain Home Resolutions
  - Resolution approving ASU-Mountain Home to revise its Shared Governance Document for 2022-2025
  - Resolution approving ASU-Mountain Home to offer a Certificate of Proficiency in Production Welding
  - Resolution approving ASU-Mountain Home to offer a Technical Certificate in Education

- Proposed Arkansas State University-Newport Resolution
  - Resolution approving the ASU-Newport 2022-2027 Strategic Plan

- Proposed Henderson State University Resolution
  - Resolution approving the Henderson State Campus Operating Procedure: Health Benefits, Basic Life Insurance, and Miscellaneous Benefits upon Retirement
  - Resolution approving Henderson State to enter into agreements for private camps

V. Executive Session

*VI. Approval of Personnel Actions

VII. Other Business

*VIII. Adjournment

*Action Items

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

ACTION ITEM: Arkansas State University, Arkansas State University-Beebe, Arkansas State University-Mountain Home, Arkansas State University-Newport, Arkansas State University Mid-South, Arkansas State University Three Rivers, and Henderson State University request approval to set tuition, fees, and room and board rates.

ISSUE: The Board of Trustees must approve tuition, fees, and room and board rates.

BACKGROUND:

In order to meet the additional costs needed to fulfill its mission, the Arkansas State University System requests approval for its campuses to adjust tuition, fees, and room and board rates.

SUMMARY OF TUITION AND MANDATORY FEE IMPACT

The following charts were prepared in accordance with the Arkansas Division of Higher Education (ADHE) and the Southern Regional Education Board (SREB) reporting standards by calculating the impact of tuition and mandatory fees for a full-time, in-state, undergraduate student. "Full-time" is defined for an undergraduate student as one who carries15 credit hours per semester or 30 credit hours annually.

Fall 2022 Annualized Tuition and Mandatory Fees

	2021-2022	2022-23					
Inst	Annualized Fall 2021 Tuition & Fees	Annualized Fall 2022 Tuition	/SSCH	Mandatory Fees	Semester Fall 2022 Tuition & Fees	Annualized Fall 2022 Tuition & Fees	% Inc
ASUJ	$8,900	$8,610	$287	$700	$4,655	$9,310	4.6%
HSU	$9,450	$7,350	$245	$2,100	$4,725	$9,450	0.0%
ASUB	$3,660	$3,180	$106	$600	$1,890	$3,780	3.3%
ASUMH	$3,630	$3,090	$103	$690	$1,890	$3,780	4.1%
ASUMS	$4,090	$3,540	$118	$640	$2,090	$4,180	2.2%
ASUN	$3,570	$3,000	$100	$690	$1,845	$3,690	3.4%
ASUTR	$4,070	$3,120	$104	$1,070	$2,095	$4,190	2.9%

ARKANSAS STATE UNIVERSITY

Mandatory Fee(s) Revisions (effective Fall 2022, unless otherwise noted)

	Current	Proposed
Arkansas Assessment Fee	$5.00	$0.00
Athletic Fee	19.00	22.00
Infrastructure Fee	4.00	Merge in Tuition

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

Technology Fee	10.00	Merge in Tuition
Library Fee	6.00	Merge in Tuition
Access/Security Fee	4.00	Merge in Tuition
Deferred Maintenance Fee	3.00	Merge in Tuition
Student Union Fee	10.00	Merge in Tuition
Recreation Center Fee	7.00	Merge in Tuition
Academic Excellence Fee	10.00	Merge in Tuition
Facility Fee/Student Activity Fee	4.00	Merge in Tuition

Note: Above mandatory fees merging into tuition total $58 per credit hour.

Tuition (effective Fall 2022, unless otherwise noted)

	Current		Proposed	
	Semester 15 ssch	per ssch	Semester 15 ssch	per ssch
In-state Undergraduate	$3,270.00	$218.00	$4,305.00	$287.00
Out-of-state Undergraduate	6,750.00	450.00	7,965.00	531.00
In-state Graduate	4,155.00	277.00	5,235.00	349.00
Out-of-state Graduate	8,310.00	554.00	9,600.00	640.00
International Undergraduate	6,750.00	450.00	7,965.00	531.00
International Graduate	8,310.00	554.00	9,600.00	640.00
In-state Doctoral	6,000.00	400.00	6,000.00	400.00
Out-of-state Doctoral	12,000.00	800.00	12,000.00	800.00
International A-State Online Undergraduate	3,600.00	240.00	3,780.00	252.00
International A-State Online Graduate	4,575.00	305.00	4,800.00	320.00
In-state Degree Centers	3,270.00	218.00	3,435.00	229.00
Out-of-state Degree Centers	6,750.00	450.00	7,095.00	473.00

A-State Online Undergraduate	$218.00	$229.00
A-State Online Graduate	277.00	291.00
A-State Online MBA (Summer II)		460.00
A-State Online Doctorate Nursing Practice		400.00

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

Miscellaneous Fee(s) Revisions (effective Fall 2022, unless otherwise noted)

	Current	Proposed
Distance Education Fee (Degree Center)	$77.00	$80.00
College of Ed. & Behavioral Science Transcript Licensure Fee	6.00	Eliminated
College of Ed. & Behavioral Science Various Ed. Internship Fee		14.00
Nursing & Health Professions Various Course Disaster Life Support Fees		50.00
Nursing & Health Professions Various Course Emergency Management Fees		115.00
Nursing & Health Professions Various Course Nursing Fees		Eliminated
Liberal Arts & Communication Photography/Media/Desktop Publishing Fees		Eliminated
Liberal Arts & Communication Various Course Music/Ensemble Fees		25.00
Liberal Arts & Communication Various Course Music/Pedagogy Fees		60.00
Neil Griffin College of Business Various Course Fees		45.00
College of Sciences & Mathematics Physical Science Lab Fee	5.00	Eliminated
College of Sciences & Mathematics Various Biology Lab Fees		25.00
College of Sciences & Mathematics Various Physics Lab Fees		8.00

Residence Rates (effective Fall 2022, unless otherwise noted)

	Double		Single		Single Deluxe	
	Current	Proposed	Current	Proposed	Current	Proposed
Arkansas	$2,425	$2,500	$2,760	$3,000	$2,830	$2,830
Kays	2,425	2,500	2,760	3,000		
University	2,425	2,500	2,760	3,000	2,830	2,830
Northpark Quad			2,660	3,000	2,865	3,500
Honors	2,455	2,500	2,660	3,000		
Living Learning Community			2,425	3,000	2,425	3,000
Honors (New)	2,455	2,500	2,660	3,000		
Greek Housing	2,455	2,500	2,660	3,000		

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

Residence Rates (effective Fall 2022, unless otherwise noted)

	Current	Proposed
Collegiate Park 2-2 Apartment	$2,975	$3,000
Collegiate Park 2-1 Apartment	2,715	2,750
Collegiate Park 4 - Townhouse	2,660	2,750
Collegiate Park 4 - Flat	2,620	2,650
Red Wolf Den 2-1 Apartment	2,820	2,850
Red Wolf Den 3-1 Apartment	2,690	2,650
Red Wolf Den 4-2 Apartment	2,730	2,750
Village 1 Bedroom	3,055	3,100
Village 2 Bedroom	3,605	3,600
Village 2 Bedroom/WD	3,770	3,800
Village 3 Bedroom	4,100	4,100

Board Rates

Unlimited Access						
Current	5 Day + $400	$2,010	7 Day + $300	$1,990	7 Day + $450	$2,090
Proposed	5 Day + $400	$2,120	7 Day + $300	$2,105	7 Day + $450	$2,200

Block Meal Plans						
Current	150M + $500	$1,735	115M + $700	$1,675	All Flex	$1,535
Proposed	150M + $500	$1,820	115M + $700	$1,740	All Flex	$1,640

ARKANSAS STATE UNIVERSITY-BEEBE

Tuition (effective Fall 2022, unless otherwise noted)

	Current		Proposed	
	Semester 15 ssch	per ssch	Semester 15 ssch	per ssch
Cleburne County (Heber Springs Campus only)	$1,455.00	$97.00	$1,500.00	$100.00
In-state Undergraduate	1,530.00	102.00	1,590.00	106.00
Out-of-state Undergraduate	2,610.00	174.00	2,655.00	177.00
International Undergraduate	2,610.00	174.00	2,655.00	177.00
Off-campus Centers	1,575.00	105.00	1,605.00	107.00

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

Board Rates (effective Fall 2022)
Block Meal Plans
Current: 17 Meal All Access + $75 Flex, $1,400
Proposed: 17 Meal All Access + $75 Flex, $1,500

ARKANSAS STATE UNIVERSITY-MOUNTAIN HOME
Tuition (effective Fall 2022, unless otherwise noted)

	Current		Proposed	
	Semester 15 ssch	per ssch	Semester 15 ssch	per ssch
In-state Undergraduate	$1,470.00	$98.00	$1,545.00	$103.00
Out-of-state Undergraduate	2,475.00	165.00	2,550.00	170.00

Miscellaneous Fee(s) Revisions (effective Fall 2022, unless otherwise noted)

	Current	Proposed
Art Lab Fees (per course)	$25.00	$30.00
Automotive Lab Fee (per credit hour)	25.00	50.00
Certified Nursing Assistant Drug Screening Fee	40.00	Eliminated
Certified Nursing Assistant Lab Fees	25.00	Eliminated
Certified Nursing Assistant Malpractice Insurance	30.00	Eliminated
Certified Nursing Assistant Testing Fee (per course)	90.00	Eliminated
Certified Nursing Assistant Fees (per course) Nursing Assistant	0.00	240.00
Certified Nursing Assistant Fees (per course) Medication Assistant	0.00	110.00
CIS Lab Fees (per course)	25.00	40.00
EMT Background Check Fee	25.00	Eliminated
EMT Drug Screening Fee	40.00	Eliminated
EMT FISDAP Fee	35.00	Eliminated
EMT Lab Fees	25.00	Eliminated
EMT Malpractice Insurance	30.00	Eliminated
EMT National Certification Exam Fee	70.00	Eliminated
EMT State Certification Exam Fee	20.00	Eliminated
EMT Program Fees (per course)	0.00	175.00
Science Lab Fee (per course)	25.00	30.00
Machining Lab Fee (per credit hour)	25.00	50.00
Paramedic ACLS (Advanced Cardiac Life Support)	100.00	Eliminated

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

Paramedic AMLS (Advanced Medical Life Support)	100.00	Eliminated
Paramedic Background Fee	45.00	Eliminated
Paramedic Drug Screening Fee	40.00	Eliminated
Paramedic FISDAP Fee	250.00	Eliminated
Paramedic Malpractice Insurance	30.00	Eliminated
Paramedic PALS (Pediatric Advanced Life Support)	100.00	Eliminated
Paramedic PHTLS (Pre-hospital Trauma Life Support)	100.00	Eliminated
Paramedic State/National Licensure Fee	150.00	Eliminated
Paramedic Lab Fee (per credit hour)	25.00	Eliminated
Paramedic Program Fee (per hour)	0.00	106.00
Phlebotomy Drug Screening Fee	$40.00	Eliminated
Phlebotomy Lab Fee	25.00	Eliminated
Phlebotomy Malpractice Insurance	20.00	Eliminated
Phlebotomy Program Fee (per course)	0.00	110.00
Practical Nursing Drug Screening Fee	40.00	Eliminated
Practical Nursing HESI Practice Exam	100.00	Eliminated
Practical Nursing Lab Fee (per credit hour)	25.00	Eliminated
Practical Nursing Malpractice Insurance	30.00	Eliminated
Practical Nursing Program Fee (per course)	0.00	200.00
Registered Nursing Course Fee (per credit hour)	100.00	Eliminated
Registered Nursing Program Malpractice Insurance	30.00	Eliminated
Registered Nursing Program Fees (per credit hour)	0.00	101.00
TECH Lab Fee (per credit hour)	25.00	50.00
Welding Lab Fee (per course)	150.00	Eliminated
Welding Lab Fee (per credit hour)	0.00	75.00

ARKANSAS STATE-UNIVERSITY-NEWPORT

Tuition (effective Fall 2022, unless otherwise noted)

	Current		Proposed	
	Semester 15 ssch	per ssch	Semester 15 ssch	per ssch
In-state Undergraduate	$1,785.00	$119.00	$1,845.00	$123.00
Out-of-state Undergraduate	2,700.00	180.00	2,760.00	184.00

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

Miscellaneous Fee(s) Revisions (effective Fall 2022, unless otherwise noted)

	Current	Proposed
Registered Nursing Program Fee	$275.00	$400.00
Practical Nursing Program Fee	250.00	350.00
Surgical Technology Program Fee	250.00	350.00
Commercial Driver Training Program Fee	1,550.00	1,650.00

ARKANSAS STATE UNIVERSITY MID-SOUTH

Tuition (effective Fall 2022, unless otherwise noted)

	Current		Proposed	
	Semester 15 ssch	per ssch	Semester 15 ssch	per ssch
In-district	$1,425.00	$95.00	$1,470.00	$98.00
Out-of-district	1,725.00	115.00	1,770.00	118.00
Out-of-state Surrounding Counties in MS/TN	1,725.00	115.00	1,770.00	118.00
Out-of-state	2,325.00	155.00	2,370.00	158.00
International Students	4,575.00	305.00	4,620.00	308.00

Miscellaneous Fee(s) Revisions (per course rates effective Fall 2022)

	Current	Proposed
Principles and Practice of Phlebotomy	$300.00	$329.00

ARKANSAS STATE UNIVERSITY THREE RIVERS

Mandatory Fee(s) Revisions (effective Fall 2022)

	Current	Proposed
Technology Fee (per ssch)	$10.00	$12.00

Tuition (effective Fall 2022, unless otherwise noted)

	Current		Proposed	
	Semester 15 ssch	per ssch	Semester 15 ssch	per ssch
In-state Undergraduate	$1,530	$102.00	$1,560	$104.00
Out-of-state Undergraduate	3,045	203.00	3,075	205.00

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

Miscellaneous Fee(s) Revisions (effective Fall 2022)

	Current	Proposed
Online Course Fee (per ssch)	$15.00	$20.00
Science Lab Fee (per course)	10.00	45.00

HENDERSON STATE UNIVERSITY
Board Rates

Summer Block Meal Plans
Current: 40 Meal Plan + $50, $370.00; 75 Meal Plan + $50, $465.00
Proposed: 30 Meal Plan, $295.00; 60 Meal Plan, $550.00

Commuter Only Plan
$200, no-risk, refundable, declining balance card, $200.00

RECOMMENDATION/RESOLUTION:

Be it resolved that the tuition, fees, and room and board rates for Arkansas State University, Arkansas State University-Beebe, Arkansas State University-Mountain Home, Arkansas State University-Newport, Arkansas State University Mid-South, Arkansas State University Three Rivers, and Henderson State University are approved as stated herein.

Niel Crowson, Secretary

Christy Clark, Chair

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

ACTION ITEM: The Arkansas State University System (ASU System) requests approval of the FY2023 operating budgets and the authority to execute these budgets during the fiscal year.

ISSUE: Each fiscal year, the Board of Trustees must approve the operating budgets of the ASU System.

BACKGROUND:

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

ARKANSAS STATE UNIVERSITY:

The Arkansas State University-Jonesboro (ASUJ) FY2023 operating budget was developed through the efforts of the University's Executive Budget Council and shared with the Chancellor's Cabinet and Executive Council, which has representation from all constituent groups across campus.

The budget will include $59.7 million in state appropriation funds (Categories "A" and "B"), $8 million in Educational Excellence Trust Fund monies, tuition revenues based on flat enrollment and a 4.6% tuition and mandatory fees increase. In addition, Arkansas State University permanently implemented the 20% reduction in budgeted part-time labor, supplies & services, travel and capital funds. After a thorough review of faculty positions, 11 positions were eliminated and permanent faculty salary savings created a $1 million reduction.

Funds were allocated to the following categories:

- Faculty promotions
- 2% merit raise for faculty, non-classified employees & graduate assistants
- 2% COLA raise for classified employees
- Market salary adjustments for University Police Officers
- Health care plan increase
- Utilities, property and liability insurance increases
- Computer software and contracts increases
- Grounds & Landscape external contract, and
- Reinstatement of resources for deferred maintenance

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

The Arkansas State University-Jonesboro budget for FY 2023 is $172,318,821 for Educational and General Operations and $35,984,570 for Auxiliary Operations.

ARKANSAS STATE UNIVERSITY-BEEBE:

The FY2023 operating budget for Arkansas State University-Beebe (ASUB) was developed using a "One College" collaborative budget process that included budget managers across all campuses, ensuring that all departments and locations were represented. The Shared Governance committee, which includes representatives from the faculty and staff senates and the student government association, reviewed and endorsed departmental and program budget requests. ASUB continued a modified zero-based budgeting process, ensuring continued efforts in efficiency while addressing areas of need.

FY2023 operating budget includes the following major revenue sources: $11,438,028 in state appropriation funds, $1,720,546 in Educational Excellence Trust Funds, and $801,945 in Workforce 2000 funds. Due to uncertainty in enrollment forecasts for FY2023, tuition and fee revenue of $8,827,331 is anticipated based on flat enrollment compared to FY2022 actual.

ASUB was able to provide a 2% COLA increase to all faculty and staff for FY2023 through natural attrition, rigorous review of open positions, and reallocation of departmental funds, based on a thorough review of departmental expenses and institutional priorities.

The Arkansas State University-Beebe budget for FY2023 is $25,465,609 for Educational and General Operations and $1,684,387 for Auxiliary Operations. The proposed operational budget for FY2023 represents an overall decrease in budgeted expenses of approximately 0.05% compared to the FY2022 budget.

ARKANSAS STATE UNIVERSITY-MOUNTAIN HOME:

Arkansas State University-Mountain Home (ASUMH) developed the FY2022-2023 Operating Budget through an integrated planning, assessment, and budgeting process with the institution's long-range goals serving as the overarching guide for decision-making and resource allocation.

A $5.00 per credit hour tuition increase, various lab fee increases and consolidation of other fees are included in the Operating Budget.

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

Resources were changed or allocated in the following categories:

- No salary COLA increases were included;
- Scholarships and utilities were increased.

The Arkansas State University-Mountain Home budget for FY2022-2023 is $10,593,682 for Educational and General Operations and $220,000 for Auxiliary Operations.

ARKANSAS STATE UNIVERSITY MID-SOUTH:

In close collaboration with departmental budget managers, the Arkansas State University Mid-South (ASU Mid-South) Chancellor's Executive Council developed the Educational and General Operating Budget for FY2023.

ASU Mid-South is committed to enriching lives in the Arkansas Delta through high-quality educational programming that fosters student success, workforce development, and life-long learning consistent with our identified student, community, and regional needs. To sustain these quality programs and services, ASU Mid-South is requesting a $3 per credit hour increase in tuition.

In consideration of declining numbers of high school graduates within the college's service district, ASU Mid-South's budget provides for a 5% enrollment decline for FY2023. This, combined with the requested tuition increase, resulted in a decrease in projected revenues of $135,000 from FY2022. Similarly, a 5% decline in the Secondary Technical Center was also budgeted, which resulted in a decrease in projected revenues of $79,150 from FY2022.

To accommodate these enrollment projections, the institution made reductions to its FY2023 budget. These were accomplished primarily through strategic cuts in personnel positions, either through attrition or through reduction of unfilled budgeted positions. Additionally, savings were achieved through the elimination of the separate benefit contingency budget. However, even with the overall budget reduction, resources were reallocated, as needed, to support growing programs, as well as the technical needs of the institution.

ASU Mid-South reallocated funds to the following categories:

- Addition of a new Information Systems Technology instructor;
- Increase in support for institutional technology, including system-wide initiatives.

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

The Arkansas State University Mid-South budget for FY2023 is $12,772,800 for Educational and General Operations and $449,200 for Auxiliary Operations. The proposed operational budget for FY2023 represents an overall net decrease in budgeted expenses of $123,000 or 0.92% compared to our FY2022 budget.

ARKANSAS STATE UNIVERSITY-NEWPORT:

Arkansas State University-Newport (ASUN) conducted a collaborative budgeting process that allowed for prioritization of requests under a zero-based budget model for FY2023. As the institution responds to post-pandemic changes, ASUN is focused on controlling expenses to ensure that the college meets the needs of its students. Inflation is impacting prices and increasing the cost of supplies and services required for operation of the college. ASUN held its overall request for tuition and mandatory fee increases to 3.4%. This allows the college to keep the financial impact of a cost increase to students minimized during this current period of rising inflation.

Key initiatives are as follows:

- Cost-of-living increases (2%) for faculty, non-classified, and classified employees;
- Continued faculty rank and promotion increases;
- Addition of a Dean for Diversity, Equity, & Inclusion position;
- Allocation for deferred maintenance in the amount of $150,000; and
- Increase in utilities budget of $52,000 to account for rate increases.

ASUN will place new emphasis on the ambitious goals set forth in its new 2023-2027 Strategic Plan to impact student retention and completion and regional economic development.

The Arkansas State University-Newport FY2023 budget is $16,887,092 for Educational and General Operations and $694,000 for Auxiliary Operations.

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

ARKANSAS STATE UNIVERSITY THREE RIVERS:

Department managers submitted proposed budgets, and thorough discussions took place among cabinet-level officials. Draft versions were presented to the Effectiveness Committee as the FY2023 budget was formulated.

After several years without an increase, tuition and mandatory fees were increased $4 per credit hour, or 3%. Budgeted enrollment for FY2023 reflects 14 additional nursing student slots.

Other highlights of the FY2023 budget include:

- Addition of one Nursing faculty and one Arts and Science faculty;
- No across-the-board raises for faculty and staff;
- Limited conference and related travel expenses;
- Increased workforce training revenue and expenses from expanded training of West Frazier personnel.

The Arkansas State University Three Rivers budget for FY2023 is $8,199,779 for Educational and General Operations and $195,716 for Auxiliary Operations.

HENDERSON STATE UNIVERSITY:

The Henderson State University budget for FY2023 is $38,080,358 for Educational and General Operations and $13,379,585 for Auxiliary Operations. The campus will continue to operate a modified cash budget during the FY2023 with expenses managed under liquidity constraints.

ARKANSAS STATE UNIVERSITY SYSTEM:

The Arkansas State University System Office is funded as a non-formula entity with an FY2023 operating budget of $4,406,995, of which $2,742,787 is categorized as state appropriation and $1,664,208 comes from other sources including institution and Foundation support.

After determining availability of revenues, the President may approve requests for one-time bonus plans for FY2022 and additional salary plans for FY2023.

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

RECOMMENDATION/RESOLUTION:

Be it resolved that the Arkansas State University System operating budgets and salary adjustment plans are approved, and authority is granted to execute the budgets in the amount of $288,725,136 for Educational and General Operations and $52,607,458 for Auxiliary Operations.

Niel Crowson, Secretary

Christy Clark, Chair

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-21

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

ACTION ITEM: The Arkansas State University System (ASU System) requests approval of the FY2023 capital project and expense budget, and seeks the authority to execute the budget during the fiscal year.

ISSUE: Each fiscal year, the Board of Trustees must approve the capital project and expense budget of the ASU System.

BACKGROUND:

- As the Arkansas State University System has a significant investment in plant and capital, management is requesting to establish an annual capital expenditure budget to illustrate commitment to maintenance of its capital investment. Currently, the ASU System has a total of 2,341 land acres and 384 buildings, comprising 7,126,479 square feet.
- The state of Arkansas provides no dedicated revenue stream for capital projects and deferred maintenance needs.
- The ASU System currently has $475 million in total deferred maintenance needs and $16.5 million in critical maintenance needs, according to the Facilities Audit Program conducted by the Arkansas Division of Higher Education.
- The proposed capital project and expense budget of the ASU System for FY2023 is attached.

RECOMMENDATION/RESOLUTION:

Be it resolved that the Arkansas State University System's FY2023 capital project and expense budget is approved and authority is granted to execute the budget.

Niel Crowson, Secretary

Christy Clark, Chair

Capital Project Plans

Project Name	Project Type	FY2022 Total Projected Cost	FY2022 Total Funds Available	FY2022 Total Projected Expenditures	FY2023 Total Projected Cost	FY2023 Total Funds Available	Current Status	Funding Source(s)
ASU-Jonesboro								
Projects:								
Multi-Use Trail Phase 2	New Construction	1,008,312	1,008,312	1,008,312	1,008,312	1,008,312	In Progress	Grant Funds, University Match
Multi-Use Trail Phase 3	New Construction	128,800	128,800	128,800	128,800	128,800	Design Phase	Grant Funds, University Match
Project Total		$1,137,112	$1,137,112	$1,137,112	$1,137,112	$1,137,112		
Major Equipment and IT-related purchases (over $500K)								
IT Related Projects-Network	Ongoing				1,170,000	1,170,000	In Process	University Reserves
IT Related Projects-Security	Ongoing				744,000	854,000	In Process	University Reserves
IT Related Projects-Other	Ongoing				720,000	670,000	In Process	University Reserves
Equipment Total		0	0	0	2,634,000	2,694,000		
Projects Under Review, Not Funded:								
Project Under Review, Not Funded, Total		$0	$0	$0	$0	$0		
Total		**$1,137,112**	**$1,137,112**	**$1,137,112**	**$3,771,112**	**$3,831,112**		
ASU-Beebe								
Project Total		$0	$0	$0	$0	$0		
Major Equipment and IT-related purchases (over $500K)								
ERP System (Banner)	Software	650,000	741,085	741,085	542,750	550,000	In Process	Institutional Reserves
IT Infastructure Upgrade & Expansion	Equipment/Sftware	0	0	0	520,000	520,000	Not Yet Started	HEERF Funds
Equipment Total		$650,000	741,085	741,085	$1,062,750	$1,070,000		
Projects Under Review, Not Funded:								
State Hall	Renovation	3,293,000	0	0	3,593,000	150,000	Not Yet Started	Not Yet Identified
Owen Center	Renovation	4,172,000	0	0	4,472,000	150,000	Not Yet Started	Not Yet Identified
Bloodworth Nursing Building Expansion	New Construction		0	0	2,329,084	0	Not Yet Started	Not Yet Identified
Project Under Review, Not Funded, Total		$7,465,000	$0	$0	$10,394,084	$300,000		
Total		**$8,115,000**	**$741,085**	**$741,085**	**$11,456,834**	**$1,370,000**		
ASU-Mountain Home								
Walking/Biking Trail	New	$576,000	$576,000	$629,000	$772,598	$772,598	In Process	Grant, Auxilliary, University Reserves
Tech Center Expansion/Renovation	New				700,000	700,000	Planning	Grant
Amphitheater	New	700,000	700,000	0	700,000	700,000	Planning	Donations & Grants
Project Total		1,276,000	1,276,000	629,000	2,172,598	2,172,598		
Major Equipment and IT-related purchases (over $500K)								
IT Infrastructure Upgrades/Replacements	New	1,500,000	1,500,000	925,000	600,000	600,000	In Process	HEERF
Security Systems Upgrades	New	200,000	200,000	0	200,000	200,000	Planning	University Reserves
ERP System (Banner)	Software	750,000	750,000	403,000	400,000	400,000	In Process	University Reserves
Equipment Total		2,450,000	2,450,000	1,328,000	1,200,000	1,200,000		
Projects Under Review, Not Funded:								
Digital Signage	New	250,000			250,000	0	Planning	Donations/University Reserves
Project Under Review, Not Funded, Total		250,000	0	0	250,000	0		
Total		**$3,976,000**	**$3,726,000**	**$1,957,000**	**$3,622,598**	**$3,372,598**		

Capital Project Plans

Project Name	Project Type	FY2022 Total Projected Cost	FY2022 Total Funds Available	FY2022 Total Projected Expenditures	FY2023 Total Projected Cost	FY2023 Total Funds Available	Current Status	Funding Source(s)
ASU Mid-South								
Fed-Ex Aviation Maintenance Building	Renovation	$1,031,000	$1,031,000	$50,000	$1,031,000	$1,031,000	Planning	Grant & Campus Reserves
Project Total		1,031,000	1,031,000	50,000	1,031,000	1,031,000		
Major Equipment and IT-related purchases (over $500K)								
ERP System (Banner)	Software	1,200,000	1,200,000	100,000	1,200,000	1,200,000	In Process	Reserves
Classroom Lab Upgrades	New	0	0	0	500,000	0	Not Yet Started	Federal HEERF
Fiber Optic Replacement/Upgrade	New	0	0	0	500,000	0	Not Yet Started	Federal HEERF
Equipment Total		1,200,000	1,200,000	100,000	2,200,000	1,200,000		
Projects Under Review, Not Funded:								
Project Under Review, Not Funded, Total		$0	$0	$0	$0	$0		
Total		**$2,231,000**	**$2,231,000**	**$150,000**	**$3,231,000**	**$2,231,000**		
ASU-Newport								
Wayfinding Signage	Renovation				$175,000	$175,000	Design	University Reserves
Newport Campus Entry Signs	Replacement	$90,000	$90,000	$80,000			In Process	University Reserves
Exterior Signage and Wayfinding	New/Replacement				$225,000	$225,000	Design	University Reserves
ASUN Memorial Trail	Improvements	$172,000	$172,000	$25,000	$172,000	$172,000	Design	Grant/University Matching
Building Access Control (Jonesboro, Marked Tree)	New	$140,000	$140,000	$110,000	$140,000	$140,000	Planning	Grant Funds
Security Camera System (Jonesboro, Marked Tree)	New	$130,000	$130,000	$90,000	$130,000	$130,000	Planning	Grant Funds
Project Total		532,000	532,000	305,000	842,000	842,000		
Major Equipment and IT-related purchases (over $500K)								
ERP System (Banner)	Software	325,000	325,000	425,182	201,038	205,000	In Process	University Reserves
Equipment Total		325,000	325,000	425,182	201,038	205,000		
Projects Under Review, Not Funded:								
Nursing Building Renovation - Marked Tree Campus					$250,000	$0	Planning	University Reserves
Nursing and Health Professions Facility - Newport Campus					12,000,000		Pursuing Grants	Grant, Private, Debt Service
Project Under Review, Not Funded, Total		$0	$0	$0	$0	$0		
Total		**857,000**	**857,000**	**730,182**	**1,043,038**	**1,047,000**		
ASU Three Rivers								
Ritz Theater Renovation - Phase I	Renovation	$872,003	$872,003	$872,003	$0	$0	Completed	ANCRC grant funds
Ritz Theater Renovation - Phase II	Renovation				$861,277	$861,277	Design	ANCRC grant funds
Nursing Building Expansion - Design Phase	New				$327,250	$327,250	Design	Reserves
Project Total		872,003	872,003	872,003	1,188,527	1,188,527		
Major Equipment and IT-related purchases (over $500K)								
ERP System (Banner)	Software	385,826	385,806	385,826			Complete	University Reserves
Equipment Total		385,826	385,806	385,826	0	0		
Projects Under Review, Not Funded:								
Nursing Building Expansion	New Construction				3,522,750		Planning	Potential Bond Issue
Residence Hall	New Construction				10,000,000		Planning	Not Yet Identified
Project Under Review, Not Funded, Total		$0	$0	$0	$13,522,750	$0		
Total		**1,257,829**	**1,257,809**	**1,257,829**	**14,711,277**	**1,188,527**		
Henderson State University								
Caddo Center - Student Facing Services Building	Renovation			$250,000	$4,002,753	$1,190,861	Design	ANCRC grant
Project Total		0	0	250,000	4,002,753	1,190,861		
Major Equipment and IT-related purchases (over $500K)								
ERP System (Banner)	Software	717,523	717,523	717,523	717,523	717,523	In Process	University Reserves/loan
Equipment Total		717,523	717,523	717,523	717,523	717,523		
Projects Under Review, Not Funded:								
Project Under Review, Not Funded, Total		$0	$0	$0	$0	$0		
Total		**1,257,829**	**1,257,809**	**1,257,829**	**14,711,277**	**1,188,527**		

Capital Project Plans

		FY2022			FY2023			
Project Name	Project Type	Total Projected Cost	Total Funds Available	Total Projected Expenditures	Total Projected Cost	Total Funds Available	Current Status	Funding Source(s)
Grand Total Excluding Projects Under Review								
Projects		$ 4,848,115	$ 4,848,115	$ 3,243,115	$ 10,373,990	$ 7,562,098		
Equipment & IT		$ 5,728,349	$ 5,819,414	$ 3,697,616	$ 8,015,311	$ 7,086,523		
Total		$ 10,576,464	$ 10,667,529	$ 6,940,731	$ 18,389,301	$ 14,648,621		

2023 Deferred Maintenance Budget and Planned Maintenance Projects

Notes: ***Projects over $50,000 are capitalized.*** *The Facilities Condition Index is the percent of the useful life of campus facilities that has been expended. The higher the percentage would indicate the greater the expended portion of the campus.*

ASU-Jonesboro				
2020 Facilities Condition Index:	34%	**University Average:**	62%	
Cumulative Deferred Maintenance Budget Set Aside:	$ 13,935,698			
YTD Expenditures	$ -			
Year-End Projected Expenditures	$ -			
Projected Variance	$ 13,935,698			
FY2023 Deferred Maintenance Budget Set Aside:	$ 2,500,000			
Planned Maintenance Projects				
University Hall Fan Coil Replacements Phase 2 of 4 (Prior FY Project)	Renovation		$281,190	Capital Renewal Fund
Arkansas Hall Fan Coil Replacements Phase 2 of 5 (Prior FY Project)	Renovation		294,580	Capital Renewal Fund
Student Union Roofing Replacement Phase 1 of 2 (Prior FY Project)	Renovation		470,000	Capital Renewal Fund
Lab Sciences Steam Boiler	Renovation		200,000	Capital Renewal Fund
Library and Museum Fire Alarm Replacement Phase 2	Renovation		193,200	Capital Renewal Fund
Nursing Redundant Boiler (Prior FY Project)	Renovation		65,000	Capital Renewal Fund
Nursing Connection to District Chilled Water, Retire Chiller / Cooling Tower (Prior F	Renovation		180,000	Capital Renewal Fund
HPESS Cooling Tower Replacement (Prior FY Project)	Renovation		540,000	Capital Renewal Fund
Education Leadership Cooling Tower Replacement (Prior FY Project)	Renovation		125,000	Capital Renewal Fund
Ed Comm Building Roof (Prior FY Project)	Renovation		380,000	Capital Renewal Fund
Administration Roof (Prior FY Project)	Renovation		175,000	Capital Renewal Fund
College of Business Roof (Prior FY Project)	Renovation		300,000	Capital Renewal Fund
STEM / ROTC Boiler Replacement (Prior FY Project)	Renovation		120,000	Capital Renewal Fund
College of Education & Communications Restroom Renovations (Prior FY Project)	Renovation		150,000	Capital Renewal Fund
FNBA Parking Lot G & H Overlay, 1/3 Access Road (Prior FY Project)	Renovation		170,000	Capital Renewal Fund
LSW Fire Alarms (Prior FY Project)	Renovation		321,220	Capital Renewal Fund
Demolition Projects (HPESS Pool Building, Fine Arts Annex, Site Restoration)	Demolition		4,008,109	University Reserves
Campus Wide Building Entrance Security	Renovation		635,000	Campus Safety Fee
Campus Wide Card Access - All Campus Core Academic Bldgs	Renovation		714,450	Campus Safety Fee
Campus Learning Space Renovations FY23	Renovation		100,000	E & G Funds
FY 23 Parking Maintenance	Renovation		100,000	E & G Funds
Miscellaneous building interiors and exteriors repairs FY23	Renovation		150,000	E & G Deferred Maintenance
Zone and MEP Major Maintenance Repairs FY23	Renovation		125,000	E & G Deferred Maintenance
Campus Hardscape Repairs FY23	Renovation		100,000	E & G Deferred Maintenance
Campus Building Masonry Repairs / Waterproofing FY23	Renovation		150,000	E & G Deferred Maintenance
Campus Window Glazing Repair / Replacements FY23	Renovation		75,000	E & G Deferred Maintenance
Campus ADA and other Code Compliance FY23	Renovation		50,000	E & G Deferred Maintenance
			$10,172,749	

ASU-Beebe				
2020 Facilities Condition Index:	52%		**Comm Coll Average:**	40%
Cumulative Deferred Maintenance Budget Set Aside:	$ 680,000			
YTD Expenditures				
Year-End Projected Expenditures				
Projected Variance	$ 680,000			
FY2023 Deferred Maintenance Budget Set Aside:	$ 170,000			
Planned Maintenance Projects				
Campus Wide Repairs, Upgrades, & Renovations			$70,000	Plant Funds
Routh Couch Cntr Roof Project	Renovation		$49,000	Plant Funds
Project Total			$119,000	
ASU-Mountain Home				
2020 Facilities Condition Index:	33%			40%
Cumulative Deferred Maintenance Budget Set Aside:	$ 286,000			
YTD Expenditures				
Year-End Projected Expenditures				
Projected Variance	$ 286,000			
FY2023 Deferred Maintenance Budget Set Aside:	$ 60,000			
Planned Maintenance Projects				
HVAC Unit Replacement Gotaas	Renovation		$80,000	Foundation
Window Replacement	Renovation		$100,000	Plant Funds
Project Total			$180,000	
ASU Mid-South				
2020 Facilities Condition Index:	39%		**Comm Coll Average:**	40%
Cumulative Deferred Maintenance Budget Set Aside:	$ 958,589			
YTD Expenditures	$ 35,000			
Year-End Projected Expenditures	$ 100,000			
Projected Variance	$ 858,589			
FY2023 Deferred Maintenance Budget Set Aside:	$ 130,000			
Planned Maintenance Projects				
Reynolds Center Chiller Replacement	Renovation		$500,000	Plant Funds
University Center Chiller Replacement	Renovation		500,000	Plant Funds
Reynolds Center Roof	Renovation		400,000	Endowment Funds
Camera System Replacement	Renovation		200,000	Plant Funds
University Center Roof	Renovation		100,000	Plant Funds
Sprinkler System Upgrade	Renovation		100,000	Plant Funds
HVAC Unit Equipment Replacement	Renovation		100,000	Plant Funds
Replace doors-west side Arkansas Workforce Center	Renovation		50,000	Plant Funds
Project Total			$1,950,000	
ASU-Newport				
2020 Facilities Condition Index:	32%		**Comm Coll Average:**	40%
Cumulative Deferred Maintenance Budget Set Aside:	$ 567,535			
YTD Expenditures	$ 26,402			
Year-End Projected Expenditures	$ 52,000			
Projected Variance	$ 515,535			
FY2023 Deferred Maintenance Budget Set Aside:	$ 150,000			
Planned Maintenance Projects				
White River Hall Façade Repair Project			75,000	Plant Funds
Center for the Arts Parking Lot Replacement			200,000	Plant Funds
Larry Williams Student Center Gutter Replacement			73,000	Plant Funds
Project Total			$348,000	

ASU-Three Rivers				
2020 Facilities Condition Index:	38%	**Comm Coll Average:**	40%	
Cumulative Deferred Maintenance Budget Set Aside:	$ 586,110			
YTD Expenditures				
Year-End Projected Expenditures				
Projected Variance	$ 586,110			
FY2023 Deferred Maintenance Budget Set Aside:	$ 50,000			
Planned Maintenance Projects				
A&S Roof		40,000		
Fire Alarm System Upgrades		26,000		
Replace Doors and Flooring		20,000		
Parking Lot Paving		100,000	Plant Funds	
Project Total		$186,000		
Henderson State University				
2020 Facilities Condition Index:	71%	**University Average:**	62%	
Cumulative Deferred Maintenance Budget Set Aside:	$ 311,028			
YTD Expenditures				
Year-End Projected Expenditures	$ 250,000			
Projected Variance	$ 61,028			
FY2023 Deferred Maintenance Budget Set Aside:	$ 50,000			
Planned Maintenance Projects				
Huie Library Roof Replacement	Renovation	$230,000	HEERF Lost Revenue	
Formby Roof Replacement	Renovation	360,000	HEERF Lost Revenue	
Newberry Residence Hall Chiller	Renovation	500,000	DBA Revolving Loan Fund	
Wells Gym HVAC Units Replacement	Renovation	450,000	DBA Revolving Loan Fund	
Project Total		$1,540,000		
ASU-System Consolidated				
Cumulative Deferred Maintenance Budget Set Aside:	$ 17,324,960			
YTD Expenditures	$ 61,402			
Year-End Projected Expenditures	$ 402,000			
Projected Variance	$ 16,922,960			
FY2023 Deferred Maintenance Budget Set Aside:	$ 3,110,000			

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-22

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

ACTION ITEM: The Arkansas State University System requests approval to establish the maximum number of legislatively authorized provisional positions for all campuses for FY2023.

ISSUE: The Board of Trustees must approve the establishment of provisional positions.

BACKGROUND:

- As the System continues to receive monies from grants, contracts, and other non-appropriated sources, the campuses have found it necessary to expedite the process of approval for provisional positions. Since Board approval is required to establish provisional positions, and the Board meets regularly only four times a year, the System has received approval from the Arkansas Division of Higher Education to allow the Board of Trustees to approve the establishment of all provisional positions on all campuses of the Arkansas State University System. This approval allows Human Resources personnel on all campuses to respond immediately to provisional-position requests.

RECOMMENDATION/RESOLUTION:

Be it resolved that the Arkansas State University System is approved to establish 375 provisional positions for Arkansas State University, 100 provisional positions for Arkansas State University-Beebe, 40 provisional positions for Arkansas State University-Mountain Home, 60 provisional positions for Arkansas State University-Newport, 75 provisional positions for Arkansas State University Mid-South, 40 provisional positions for Arkansas State University Three Rivers, and 60 provisional positions for Henderson State University, as authorized for FY2023.

Niel Crowson, Secretary

Christy Clark, Chair

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

ACTION ITEM: The Arkansas State University System requests approval of candidates proposed to serve as members of the ASU-Beebe Board of Visitors, the ASU-Mountain Home Board of Visitors, the ASU-Newport Board of Visitors, and the ASU Mid-South Board of Visitors.

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

BACKGROUND:

- ASU-Beebe Chancellor Jennifer Methvin has submitted to System President Charles Welch the proposed members and terms for the ASU-Beebe Board of Visitors, replacing or reappointing those members whose terms expire June 30, 2022. President Welch has given his consent for the following proposed members and recommends approval by the Board of Trustees:

  Seven-year Term Expiring June 30, 2027
  Howard Chapin* (reappointed)

  Seven-year Term Expiring June 30, 2029
  Flave Carpenter (reappointed)
  Dianne Logan (reappointed)

  *Incorrectly submitted as Dianne Logan at the June 4, 2020, Board of Trustees Meeting, Resolution 20-21

- ASU-Mountain Home Chancellor Robin Myers has submitted to System President Charles Welch the proposed members and terms for the ASU-Mountain Home Board of Visitors, replacing or reappointing those members whose terms expire on June 30, 2022. President Welch has given his consent for the following proposed members and recommends their approval by the Board of Trustees:

  Three-year Term Expiring June 30, 2025
  Renata Byler (reappointed)
  Jackson Rhodes (reappointed)
  Sara Zimmerman (reappointed)

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

- ASU-Newport Chancellor Johnny Moore has submitted to System President Charles Welch the proposed members and terms for the ASU-Newport Board of Visitors, replacing or reappointing those members whose terms expire on June 30, 2022. President Welch has given his consent for the following proposed members and recommends their approval by the Board of Trustees:

  Seven-year Term Expiring June 30, 2029
  Chris Glenn (reappointed)
  Brent Lassiter (reappointed)
  Jeff Sampson

  ASU-Newport Chancellor Johnny Moore notified System President Charles Welch that Joe Dupree has resigned from the ASU-Newport Board of Visitors. Chancellor Moore recommends Bryce Shelton to replace Mr. Dupree and to serve his unexpired term through June 30, 2024. President Welch has given his consent and recommends Mr. Shelton for approval by the Board of Trustees.

  ASU-Newport Chancellor Johnny Moore notified System President Charles Welch that Jan Maris has resigned from the ASU-Newport Board of Visitors. Chancellor Moore recommends Nyesha Greer to replace Ms. Maris and to serve her unexpired term through June 30, 2024. President Welch has given his consent and recommends Ms. Greer for approval by the Board of Trustees.

- ASU Mid-South Chancellor Debra West has submitted to System President Charles Welch the proposed members and terms for the ASU Mid-South Board of Visitors, replacing or reappointing those members whose terms expire on June 30, 2022. President Welch has given his consent for the following proposed members and recommends their approval by the Board of Trustees:

  Seven-year Term Expiring June 30, 2029
  Andre Coleman
  Wayne Elliott
  Reena Holmes
  Lynne Houser Sharp

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

RECOMMENDATION/RESOLUTION:

Be it resolved that the Arkansas State University System Board of Trustees approves the candidates proposed above to serve as members of the ASU-Beebe Board of Visitors, the ASU-Mountain Home Board of Visitors, the ASU-Newport Board of Visitors, and the ASU Mid-South Board of Visitors.

Niel Crowson, Secretary

Christy Clark, Chair

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-24

EXECUTIVE SUMMARY Contact: Alan Utter (870) 972-2030

ACTION ITEM: Arkansas State University (A-State) requests approval to establish the Institute for Rural Initiatives

ISSUE: The Arkansas Division of Higher Education requires a resolution from the Board of Trustees to grant approval for the Institute.

BACKGROUND:

- The A-State strategic plan, #Discover2025, calls for creation of interdisciplinary projects, including centers or institutes with "Rural Studies/Communities" as one of the actionable objectives.
- A-State is uniquely positioned to become a leader in the fields of rural cultural studies, public policy, public health, community economic development, and scientific engagement.
- The vision of the Institute for Rural Initiatives (IRI) is to improve the lives of the people of rural Arkansas by providing cultural, health, policy, and scientific support through an academic perspective.
- As an academic organization committed to the improvement of life for rural citizens, the IRI collects, analyzes, and disseminates data; conducts and publicizes rigorous academic research; and supports the rural areas of Arkansas through cooperative bridges of outreach and partnership.
- A detailed proposal for the establishment of the IRI is attached.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University is approved to establish the Institute for Rural Initiatives, effective immediately.

Niel Crowson, Secretary

Christy Clark, Chair

Institute for Rural Initiatives
Proposal for Establishment

Prepared by: Cameron Wimpy, Ph.D.

Last updated: April 14, 2022

ARKANSAS STATE
UNIVERSITY

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Statement of Need

The A-State strategic plan calls for the creation of a "Center for Rural Studies." A-State is uniquely positioned to become a leader in the fields of rural cultural studies, public policy, public health, community economic development and scientific engagement.[1] Coupled with unique community needs, opportunities, faculty interest, and qualifications, this is an ideal time to establish a campus-wide rural institute. The Institute for Rural Initiatives (henceforth IRI)[2] will have a broad mission with a multidisciplinary focus that involves significant interaction with community stakeholders across the rural-urban continuum. The IRI will provide students with opportunities to formally learn about and engage unique aspects of rural life in Arkansas and beyond. Further, the institute will increase student involvement with research and service-learning projects to benefit their home communities. Faculty and staff will further be able to access and develop new opportunities for research, teaching, and service that will benefit rural communities and have a real-world impact.

According to the most recent population estimates from the U.S. Census Bureau, about 41% of Arkansas live in rural areas compared to only 14% nationally. Depending on how rurality is defined, Arkansas typically ranks between sixth and tenth nationally in being most rural (see Figure 1).[3] There is evidence that people in rural areas have worse outcomes on most dimensions of human development when compared to their urban counterparts.[4] These facts alone necessitate special attention from A-State. In addition, the declining rural population in many counties will only experience worse outcomes with an aging citizenry, decreased access to services, and diminishing long-term economic and cultural viability. The establishment of an institute dedicated to serving rural populations through the mission of the university is particularly critical.

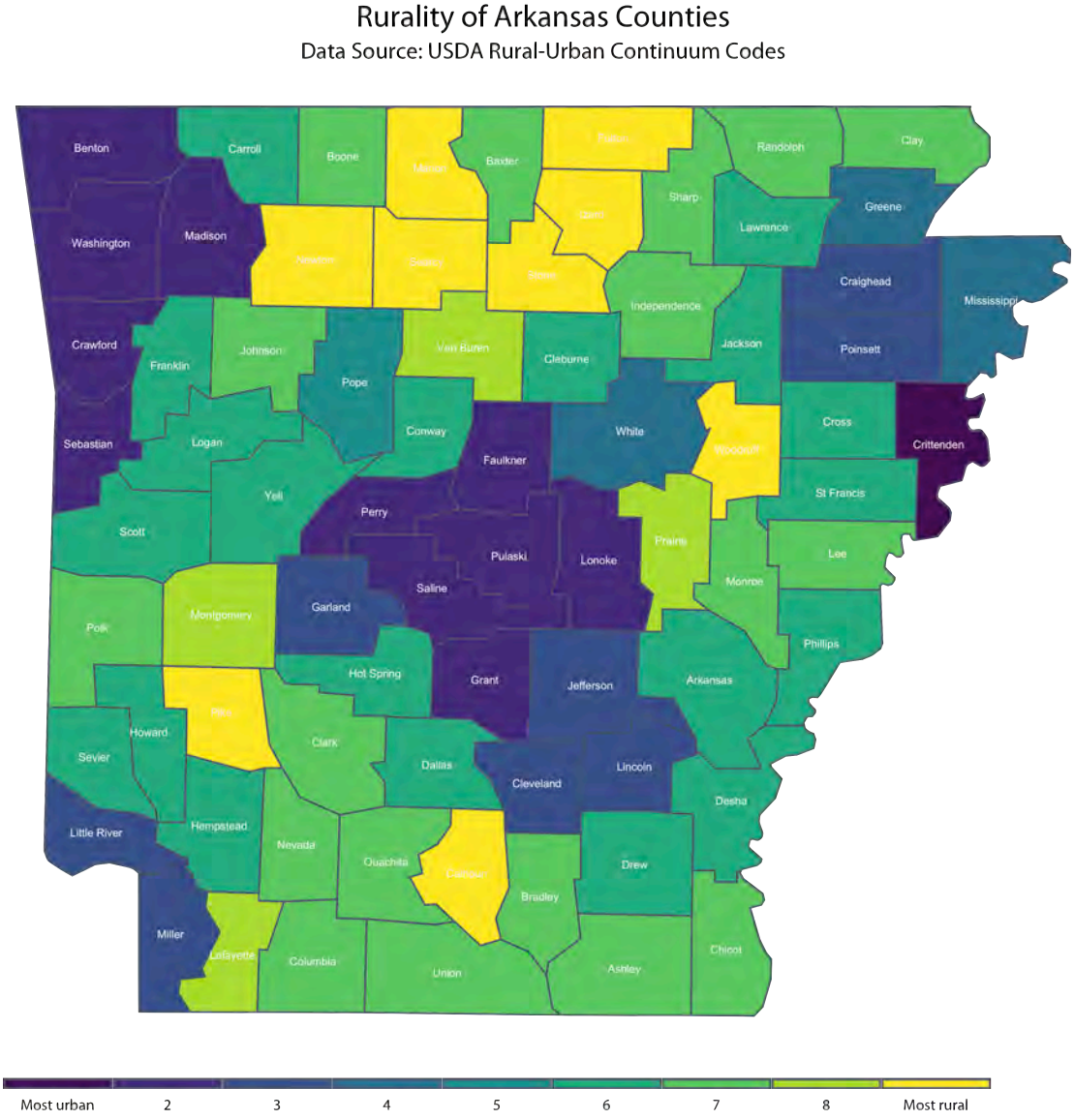
[1] Arkansas State University is "catalyst for progress in Arkansas, the Delta, and the Mid-South region." This language is taken from here: https://www.astate.edu/info/about-asu/.

[2] See section 3 for further rationale for this title.

[3] It should be clear from this map and a cursory understanding of eastern Arkansas that many of these measures are quite crude, although any county higher than a score of three is considered rural, many are scored higher due to the scale creation criteria. The proximity to Memphis and even Jonesboro give some counties more access to urbanicity on paper than is experienced for most citizens in everyday life. This map also underscores the point that rural in Arkansas means much more than the Delta, which for IRI is defined as an important sub-region of interest.

[4] See this report for a recent and comprehensive description of these issues in Arkansas.

Figure 1: Rurality of Arkansas According to the USDA ERS



We propose an institute instead of a center based on the language in the A-State "Governing Principles and Procesdures for Institutes and Centers." The key distinctions are the proposed "broad mission with interdisciplinary focus" and "significant interaction with community stakeholders." As outlined below, these points will be key facets of the IRI's foundation and mission.

Mission Statement, Goals, and Objectives

We have developed three statements that reflect the broad mission proposed for IRI. The first is the strategic vision that outlines why IRI should exist and what we intend to accomplish. The second is a mission statement that summarizes what the IRI will do once established. Finally, the core values provide a foundational structure that will anchor all the efforts undertaken by the IRI once established.

IRI Strategic Vision

The vision of the Institute for Rural Initiatives (IRI) is to improve the lives of the people of rural Arkansas by providing cultural, health, policy, and scientific support through an academic perspective.

IRI Mission Statement

As an academic organization committed to the improvement of life for rural citizens, the IRI collects, analyzes, and disseminates data; conducts and publicizes rigorous academic research; and supports the rural areas of Arkansas through cooperative bridges of outreach and partnership.

IRI Core Values

Key to IRI's vision and mission are the core values of learning, respect, and cooperation.

Figure 2: Visual Depiction of IRI Core Values

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Goals

The IRI, once established, aims to become a nationally recognized research institute examining issues related to rurality both in the United States and globally given that many of the challenges faced by rural citizens are similar no matter the locale. On campus, the IRI will strive to become a key institutional asset for students, faculty, and staff while building bridges with rural communities both near and far.

Objectives

The institute will house multiple domains of interest, starting with cultural studies, public policy, public health, economic development and scientific engagement. These domains can become operational organizations within the IRI. The IRI's initial plan will include developing certificates in rural studies at both the undergraduate and graduate levels. This will lay the groundwork for a broader curriculum that can lead to full degree programs with interdisciplinary faculty (e.g., the proposed program in public health). The IRI will aim to become the premier research hub for rural studies in Arkansas and the Southern United States. By building a truly interdisciplinary hub for convening

and coordinating rural studies research broadly defined, the IRI will create opportunities for A-State faculty and students that are currently unavailable on campus.

People in rural areas suffer from numerous, and sometimes existential challenges. Declining economic activity, lacking cultural learning centers, mass migration, climate change, and continued neglect are leading to unprecedented barriers for turning things around. The IRI will aim to become part of the conversation that begins to address these challenges, and A-State is uniquely positioned to be a leader in this process. This will be done through research, teaching, and community engagement as outlined in the IRI's core values.

Naming the Institute

The proposed name for the institute is the Institute for Rural Initiatives at Arkansas State University. The short name will simply be the Institute for Rural Initiatives, and the abbreviation will simply be IRI. The rationale for the name is first based on the effort to establish an institute. Otherwise the term "rural initiatives" simply refers to the proactive goals for outreach, learning, and progress that is embedded within the mission statement.

Benefits

The following points outline the initial benefits expected by the establishment of the IRI.

1. **Faculty**: New avenues for teaching, research, service, and collaboration with potential for significant real-world impact;
2. **Students**: Opportunities to formally learn about the unique aspects of rural life in Arkansas; involvement in research and service-learning projects that can benefit their home communities;

3. **Staff**: Involvement in meaningful community service and opportunity to work in a startup environment;

4. **Community**: Benefits of partnership with the research institution in Northeast Arkansas, and opportunity for access to affordable research-driven solutions to real-world problems (e.g., MPA students developing evaluation plan for newly instituted policy) that focus on the lived experience of a diverse citizenry in rural areas.

Communications Plan

Once established, the IRI leadership team will interface with RTT, A-State's marketing and communications office, and other relevant entities to develop a distinctive brand and communication presence. Working with these entities, we will develop ongoing communication platforms (see below) along with targeted efforts that may include both in-person meetings and written (electronic and paper) correspondence with community stakeholders, academic colleagues, and other collaborative partners.

As is standard practice by cognate organizations at other universities, we will develop a professional website that informs visitors of the IRI's mission and broad goals. The website will also contain a listing of potential research services, IRI achievements, community cooperation spotlights, and other relevant information. We will also develop a social media presence across applicable platforms. All aspects of communication will adhere to A-State and State of Arkansas guidelines.

The IRI will also serve as a convener of rural-focused research and interests across multiple domains of study. This will come in the form of conferences, invited talks, organized panels, symposia, and active publishing of reports and data related to rural studies. All these efforts will be highlighted on the IRI website and submitted for coordinated dissemination with broader A-State communication efforts.

Relationships

Relationships will be vital to the establishment and eventual success of the IRI. There are a range of interested faculty across the university, and the IRI will establish a formal process for adding faculty affiliates based on interest, teaching and research profiles, and clear avenues for contribution. The IRI will plan to eventually host events at A-State that focus on rural studies and related research/community issues. Rural studies, broadly defined, cuts across many academic fields and will generate broad interest from faculty and students alike.

The IRI will openly pursue relationships with other centers and institutes on campus, including the Center for No Boundary Thinking and the Delta Center for Economic Development. Additional relationships will be developed on campus as needed for building the academic programs to be associated with IRI.

The IRI will also pursue external relationships. There are numerous organizations in the state dedicated to rural development, issues, and culture. The IRI team will spend significant time in the first year following establishment working to formalize relationships with these organizations in a way that is beneficial to A-State, IRI, the organization, and the broader mission of the IRI. Further, the IRI will seek to build relationships with donor organizations and businesses committed to funding research and other IRI operations within the state. Dr. Wimpy has already begun conversations about potential collaboration and coordination with both the should the IRI become fully realized in the future.

Consultations

Within the university, the following individuals have been consulted in the formative process of this proposal:[5]

- Dr. Sudeepa Bhattacharyya, Associate Professor of Bioinformatics
- Dr. Jessica Camp, Assistant Professor of Nursing
- Dr. Amanda Carpenter, Assistant Professor, College of Nursing and Health Professions
- Dr. Carl Cates, Dean of Liberal Arts and Communication
- Dr. Joe Ford, Associate Professor of Digital Design
- Dr. Shelley Gipson, Professor of Art
- Dr. Cherisse Jones-Branch, Vaughn Endowed Professor of History and Dean of Graduate School
- Dr. Brandon Kemp, Verbeth & Henry E. Coe Endowed Professor of Electrical Engineering
- Dr. Jacob Manlove, Assistant Professor of Agricultural Economics
- Dr. Travis Marsico, Associate Chair and Professor of Botany
- Dr. William P. McLean, Associate Vice Chancellor for Faculty Relations
- Dr. Thomas Risch, Vice Provost for RTT and Executive Director of ABI
- Dr. Richard Segall, Professor of Information Systems and Business Analytics
- Dr. Alan Utter, Provost
- Dr. Cameron Wimpy, Assistant Professor of Political Science
- Ms. Peggy Wright, Director of Delta Studies Center and Instructor of Political Science

[5] Additional conversations have taken place with respect to the Delta Studies Center at A-State, and the non-profit organization Alliance for Rural Impact.

Business Plan

Budgetary Planning

Although the long-term goal is to make the IRI an entirely self-funded entity, it will take several years to realize that objective. Establishing funding streams will require building relationships with potential donors, exploring opportunities for paid research needs in the state, and building a portfolio of past performance that allows for competitive grant applications. The basic startup needs for the IRI are listed in Table 1 below.[6] This budget also omits the costs of facilities, but as noted below, the acquisition of dedicated space is not necessary to begin IRI operations. We expect this budget to continue for the first five years after establishment, although inflationary adjustments may be needed as necessary.

Table 1: Initial Budget for IRI

Line Item	Estimated Cost
Director summer funding	$12,000
Director course release	$15,000
Associate Directors summer funding for 3 faculty	$36,000
Part-time administrative support	$12,000
Two full time graduate assistant positions	$40,000
IRI hosted conference	$15,000
Travel	$10,000
Miscellaneous supplies	$3,000
Total Estimated Startup Costs	$143,000

Sustainability

In terms of sustainability, several potential funding streams exist. 1) The first is through project or program grants that fund specific parts of the overall mission and/or structural needs. There are potential avenues from public-private partnerships (involving both government agencies and

[6] Note that this just includes those items that directly related to the day-to-day operations of IRI and do not include other administrative adjustments that may be needed outside of that purview.

private foundations), and there is a recent increase in rural-related funding that may benefit this timing. 2) The creation of a rural studies certificate and potential related minor and major degree programs will provide some funding in the form of tuition that will be remitted back to the university. 3) Finally, there is a unique need in Arkansas for research for hire. The IRI could position itself as a premier organization for community health needs assessments, surveys, market research, community focus groups, evaluation studies, and potentially more, charging nonprofit rates. All data collected or analyzed by the IRI will be made publicly available when it is practicable to do so. Contracted data collection would not be subject to this mandate, although IRI will encourage transparency whenever clients are amenable.

Current Fundraising Efforts and Exploration

IRI SWOT Analysis

It is important to identify IRI's potential strengths and weaknesses, along with any opportunities and threats that could be on the horizon. Figure 3 shows a basic SWOT analysis. There are likely several more we could put in each category, but this is a start to furthering the discussion about where we are strong and how we should clearly define how we operate once established.

Operational and Organizational Considerations

Finally, there are several operational and organizational details necessary to maintain the IRI's momentum and achieve success. In this section we discuss the timeline that underlies the planning of IRI establishment, a proposed organizational structure and job descriptions, staffing needs, and facilities and space needs.

Figure 3: Opportunities and Challenges for IRI Success

	Helpful (to achieving objectives)	Challenges (to achieving objectives)
Internal origin (product and lab attributes)	• Location & Strategic Plan • Faculty interest • Real community need	• Funding • Support for staffing • Issues with startup organizations • Change in A-State goals/plans
External origin (environmental attributes)	• Large growth potential & Supportive administration • Potential new funding opportunities • Community outreach	• Low community participation • Potential overlap with other institutional missions in the state (e.g., UARK Ag extension)

Organizational Structure

The basic organizational structure includes an advisory board of community stakeholders and academics from similar institutions. The IRI director will be responsible for the institute's day-to-day operations and will answer to the Vice Provost of RTT. Associate directors will oversee the activities within each domain and coordinate with affiliate faculty and students. Otherwise we propose a unit in which associate directors have, in consultation with the director, domain over specific areas of expertise in terms of convening and coordination of research effort. Additional personnel and faculty will be added to these areas as needs arise. *Affiliate faculty will formally report to their primary academic units at the same time working with the leadership of the IRI to foster synergistic activities focused on rural studies.* Figure 4 present an example of the planned organization structure for coordinating research and other activities across the example domains of public health and public policy.

Operational Structure

While the organizational structure formalizes communication and coordination efforts, the operational structure of the institute will be much more synergistic. The director will collaborate directly with associate directors, affiliate faculty, staff, and students to achieve the IRI's objectives. This commitment to collaboration and mentorship helps solidify the IRI as interdisciplinary setting which everyone has something to contribute and learn.

Timeline

The proposed high-level timeline is presented in Figure 6.

Figure 4: Example Organizational Structure for the IRI

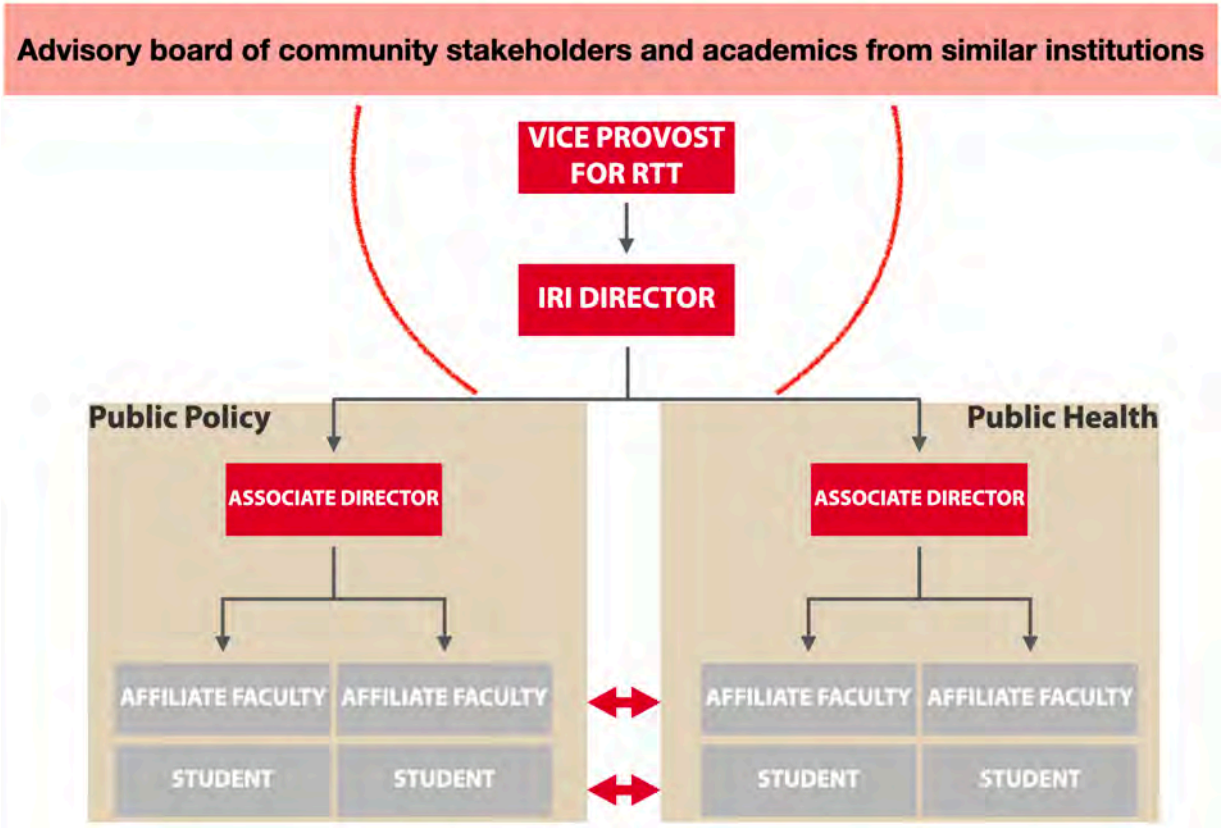
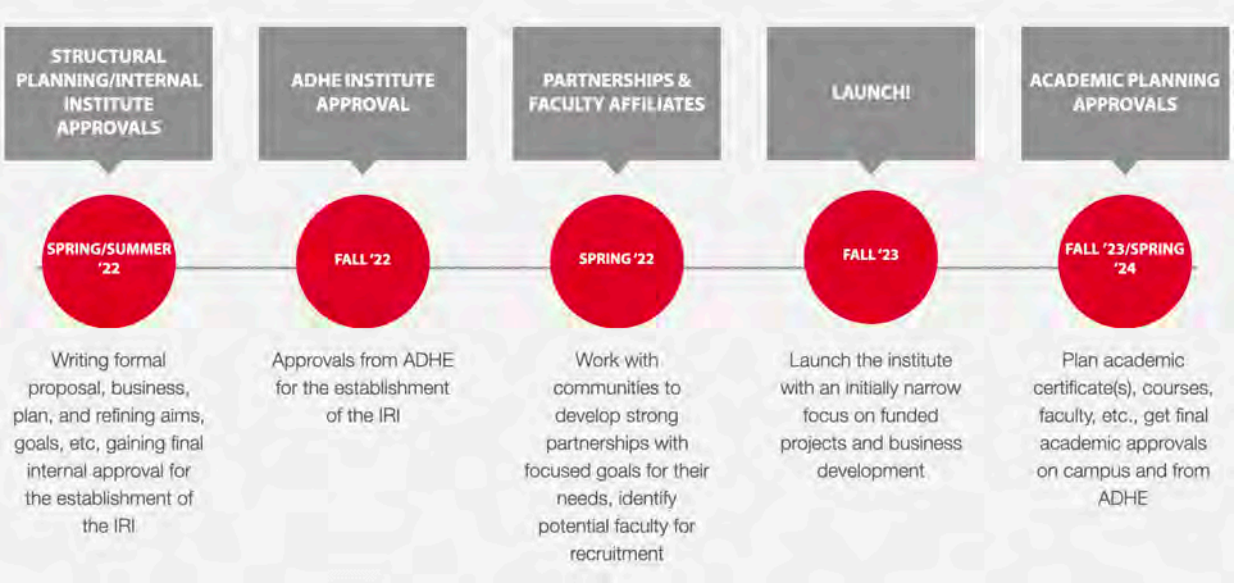


Figure 5: Proposed Operational Structure for the IRI

Facilities

Initially, the IRI will not require much physical space beyond the offices currently assigned to the faculty and staff involved. In the near term after establishment, the IRI will require an office suite for housing the director, any initial support staff and students, and dedicated meeting space that can serve as a hosting space for external visits, team meetings, board meetings, and IRI-hosted events on campus. Once space is established, IRI will need personal computing stations for each person on staff in the office along with any specialized software that may be needed. Long-term facility goals will be updated as needs change.

Figure 6: Timelime of IRI Establishment



Faculty

Dr. Cameron Wimpy is the proposed director of the IRI. Dr. Wimpy has extensive experience in rural Arkansas and beyond. In addition to being a two-time A-State graduate while moonlighting as a rice farmer in the Arkansas Delta, Dr. Wimpy has conducted research in rural places around the globe. From 2010–2013, Dr. Wimpy designed and conducted several research projects in rural Yemen, rural Sudan, rural South Sudan, rural Mozambique, rural Malawi, rural Ethiopia, and rural Zambia. In 2015–2016, Dr. Wimpy designed and implemented three nationwide studies of rural youth for the FDA's Center for Tobacco Products. As a professional data scientist, Dr. Wimpy designed countless sampling and weighting survey projects for several government agencies and nonprofit entities. Dr. Wimpy is intimately familiar with measuring rurality and the challenges associated with conducting rural research.

Dr. Wimpy is Assistant Professor and Interim Department Chair of Political Science. Additionally, Dr. Wimpy serves as the Faculty sponsor of the Model United Nations program at A-State. He is formerly an affiliate faculty with the Harvard Institute for Quantitative Social Science (IQSS) and the founding research director of the MIT Election Data and Science Lab. His research has appeared

in *The Journal of Politics*, *Electoral Studies*, *Health Equity*, *Political Science Research and Methods*, *Social Science Quarterly*, and other edited volumes in various university press outlets. He has also presented at various academic and thematic conferences around the world—including several conferences uniquely focused on rural issues. Dr. Wimpy is also an affiliate faculty member with the Center for No Boundary Thinking (CNBT) at A-State.

Other faculty will be established once the institute is internally approved and as needs arise.

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

ACTION ITEM: Arkansas State University (ASU) requests approval of the revised Faculty Senate (Senate) Constitution.

ISSUE: Pursuant to Article III of the Constitution of the Senate, the Board of Trustees must approve any changes to the Constitution.

BACKGROUND:

- The Senate is a non-governing body that exists "for the articulation and presentation of the views of the Faculty Senate."

- The Senate also functions "as the official representative voice of the faculty of Arkansas State University in making recommendations to the Chancellor, and to the Provost and Executive Vice Chancellor for Academic Affairs and Research concerning academic requirements and policies, faculty responsibilities, welfare, and any other matters of importance to the faculty of Arkansas State University."

- The Senate is governed by the ASU Faculty Senate Constitution, which is published online on the ASU website.

- On February 18, 2022, pursuant to Article III of the Faculty Senate Constitution, the Senate voted to adopt a revised Constitution.

- On April 13, 2022, the entire faculty voted to adopt the revised Constitution.

- Among the changes made to the Constitution is a new provision, allowing the Faculty Senate to meet in private upon a majority vote of the Faculty Senate. Any action voted on in private will then be reported in the meeting minutes.

- The revised Constitution also separates the Faculty Senate and the Faculty Association into two entities. The Faculty Association is now a membership organization focused on the social interactions of the faculty and on philanthropy.

- A copy of the revised ASU Faculty Senate Constitution is attached to this resolution.

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1004

RECOMMENDATION/RESOLUTION:

Be it resolved that the revised Arkansas State University Faculty Senate Constitution is approved.

Niel Crowson, Secretary

Christy Clark, Chair

CONSTITUTION OF THE UNIVERSITY FACULTY AND FACULTY SENATE OF ARKANSAS STATE UNIVERSITY

This constitution of the University Faculty and Faculty Senate of Arkansas State University is adopted in order to promote the effectiveness of the University in the discharge of its responsibilities and implementation of shared governance, to effect closer coordination among the various colleges and departments of the University, and to provide a means by which the special competencies of the members of the faculty may be utilized more fully in the formulation and execution of the academic programs of the University.

Article I
UNIVERSITY FACULTY AND FACULTY SENATE

Section I: Definition of University Faculty

The Faculty of Arkansas State University will include both the University Faculty and also the Affiliate Faculty. The University Faculty shall consist of those employed full-time by Arkansas State University and hold the rank of instructor, assistant professor, associate professor, or professor. The Affiliate Faculty is defined as adjunct faculty and administrators who hold faculty rank.

The Office of the Provost in collaboration with the Officers of the Faculty Senate shall identify the number of both University and Affiliate Faculty by the 10th day of classes in the Fall Semester to clarify the sizes of the University and Affiliate Faculty for a given academic year.

The Faculty of Arkansas State University shall meet at any time as deemed necessary by the Chancellor, the Provost and Executive Vice Chancellor for Academic Affairs, the Executive Committee of the Faculty Senate, or by petition of 20 percent (20%) of the members of the Faculty of Arkansas State University.

Section II: Definition of the Faculty Senate

The Faculty Senate is the agency for the articulation and presentation of the views of the Faculty of Arkansas State University. While departments, colleges, schools, and programs are empowered to make decisions in many areas, the need remains for consultation and cooperation on academic and professional matters pertaining to the university. The Faculty Senate shall function as the official representative voice of the Faculty of Arkansas State University in making recommendations to the Chancellor, and to the Provost and Executive Vice Chancellor for Academic Affairs and Research concerning academic requirements and policies, faculty responsibilities, welfare, and any other matters of importance to the faculty.

Section III: Faculty Senator Qualifications and Eligibility

Only University Faculty employed full-time by Arkansas State University; hold the rank of instructor, assistant professor, associate professor, or professor; and have served as a full-time

faculty member for at least three years may serve as a Faculty Senator. Affiliate Faculty may not serve as senators or proxies for elected senators.

The term of each senator is fixed at two years. A senator may be elected for an unlimited number of consecutive terms.

Senators are elected or appointed to their positions from the academic organizations they represent.

Section IV: Apportionment and Composition of the Faculty Senate

The officers of the Senate shall reapportion seats on the Faculty Senate among the colleges and the independent academic organizations based on the number of University Faculty members (not Affiliate Faculty) within those units as determined in the fall semester prior to reapportionment (Article I, Section I).

Faculty with dual appointments shall be counted only once and by the college of their primary academic appointment as defined by the budget line or tenure determination.

The professional library staff and the military science faculty shall be represented as an independent academic unit. The creation of additional such academic units outside of colleges will be likewise acknowledged and represented. Representation would begin the academic year following the creation of the unit.

Section V: Officers of the Faculty Senate

The officers of the Faculty Senate shall consist of a president, vice president, secretary, and president-elect or immediate past president. These four officers shall serve as The Faculty Senate Executive Committee. This committee has the responsibility to plan meetings of the Faculty Senate and conduct the business of the Senate. The Faculty Senate Executive Committee shall also plan meetings for the Faculty of Arkansas State University.

Any faculty member eligible for service in the Faculty Senate shall be eligible to hold any elective office of the Faculty Senate (See Article I, Section III). The Faculty Senate officers shall be members of the Faculty Senate with all rights and privileges of such membership.

The president shall preside over the Faculty Senate. The president shall serve for a term of two years. Upon completing the two-year term as president, the retiring president will serve in the Executive Committee for one year as immediate past president. In the absence of the president or vice president, the immediate past president or the president-elect shall preside over the Faculty Senate or the Faculty of Arkansas State University meetings.

The vice president is elected each year from seated Faculty Senators with a maximum of two consecutive years. The role of the vice president is to preside over Senate meetings in the absence of the president. The vice president also serves on the Faculty Senate Executive Committee.

The secretary is elected each year from seated Faculty Senators with a maximum of two consecutive years. The secretary shall keep the records of the faculty proceedings and be responsible for select administrative tasks related to the business of the Faculty Senate University Faculty. This includes minutes for the Faculty Senate and the Faculty of Arkansas State University meetings.

The University Faculty shall select the president-elect. The president-elect shall be elected every other year and shall serve for one year, whereupon he/she will succeed the president in office. The president and president-elect shall not be from the same college/academic organization. The president-elect serves as a member of the Faculty Senate Executive Committee.

The president and/or vice president of the Faculty Senate, or a member of the faculty so designated by the president of the Faculty Senate, shall attend meetings of the Arkansas State University System Board of Trustees and other shared governance meetings as appropriate and shall submit periodic reports to the Faculty Senate about the discussions of these bodies.

Section VI: Meetings

The Faculty Senate shall meet at least once each month during the academic year and be conducted according to Robert's Rules of Order. All meetings of the Faculty Senate shall be open to interested parties. Any member of the faculty or guest who is not a member of the Faculty Senate may participate in the discussion ONLY WHEN recognized by the senate president but may not vote unless they are a designated proxy. The Faculty Senate president may close the session at any time for a closed Senate discussion with a simple majority vote. A non-senator may be invited to attend a closed Senate discussion only when invited by the Faculty Senate President, and if requested, a majority of Faculty Senators in attendance. Any actions taken during the closed Faculty Senate discussion will be reported in meeting minutes.

Section VII: Duties

The Senate has the authority to look into any subject affecting the well-being of the University, the faculty, or the student body. It must look into any question referred to it by the Faculty of Arkansas State University, the administration, or by petition of 10 percent (10%) of the Faculty of Arkansas State University. It may receive individual requests but may decide on the validity of the action.

The Senate will hear the reports of all standing, non-standing, and ad hoc Faculty Senate committees. The Senate alone will make recommendations from these committees to the administration. The Senate may request Shared Governance Committees also to provide reports. Senators serving on University Shared Governance Committees should expect to report on the work of assigned committees.

The president of the Senate can appoint any number of special committees. These will be chaired by a member of the Senate but may be staffed by non-senate faculty and administrative

personnel. These committees will report to the Senate. Further action will be at the discretion of the Senate.

Article II
AMENDMENTS

Amendments to this constitution may be proposed by a two-thirds vote of the Faculty Senate or by a majority vote of the Faculty of Arkansas State University present at general meetings. An amendment must be approved by a two-thirds majority vote of the Faculty of Arkansas State University either in a general meeting or electronically. It shall then be submitted to the Arkansas State University System Board of Trustees through the Chancellor and become effective upon their approval.

Article III
RATIFICATION

Before the constitution shall become effective, it must be approved by a majority of the sitting Faculty Senate, and members of the Faculty of Arkansas State University in attendance at a general faculty meeting called for that purpose or electronically. It shall then be submitted to the Arkansas State University System Board of Trustees through the Chancellor and become effective upon their approval. Following approval of the board, the Faculty Senate president shall immediately take steps to call such elections as will be necessary to put it into operation.

FACULTY SENATE BYLAWS

I. Faculty Senate Composition and Apportionment

A. Each year, members of the Faculty of Arkansas State University in a college/academic organization shall have the right to apportion their seats among the various departments/organizations constituting the college or the elect at-large representatives. The procedures for choosing senators within each college shall be determined (and may be revised as necessary) by a majority vote of all faculty of that college/academic organization.

B. The procedures adopted by academic colleges and units shall be reported to the Faculty Senate each year when the senators are elected. The procedures will be submitted to the secretary of the Senate for documentation.

C. Senate apportionment shall be done annually, by March 1, preceding the election of senators using the roster provided by Human Resources and the Office of the Provost in the Fall of the academic year.

D. Apportionment of the Faculty Senators is based upon the total number of full-time University Faculty with rank at the instructor, assistant professor, associate professor, and

professor level, as listed by the official fall faculty roster posted by the Office of the Provost and Human Resources. Excluded from this tally are University Faculty members on leave and Affiliate Faculty. The ratio is one senator per 15 faculty; an additional 8 to 14 faculty above the ratio allows for an additional senator. A college with up to 22 University Faculty is allotted one senator; a college with 23 – 37 University Faculty is allotted two senators; a college with 38– 52 University Faculty is allotted three senators, and so on).

E. If the size of the faculty increases or decreases significantly to the extent that the size of the Senate is unmanageable, the officers of the Senate may revise the ratio of faculty in an academic organization allotted per senator as identified above to maintain the size of the Faculty Senate within proper proportions. A majority must approve revisions of the Senate prior to implementation for apportionment.

F. The Faculty Senate president shares apportionment numbers with Deans or other appropriate academic leaders and the current senators from each represented unit by March 1. Units are responsible for selecting the senators within the unit; each academic unit should have written guidelines for this process (see bylaw 1.B). For the next academic year, senators should be identified by the end of the Spring semester and communicated to the Faculty Senate president.

II. An annual stipend is to be provided by Arkansas State University to finance the activities of the Faculty Senate. The Faculty Senate president shall disburse no monies without authorization by the Faculty Senate Executive Committee.

III. The Faculty Senate president shall call the meetings specified in the Constitution, Article 1, Section I and Article I, Section VI, with notice being given to members of the Faculty of Arkansas State University. The president shall schedule regular meetings as deemed best suited to the University program.

IV. Nomination and Election Procedures

A. Nomination of Officers

i. In accordance with the constitution, every second year or as necessitated by a vacancy in office, the Faculty Senate President shall appoint a Nominations Committee by March 1; the Nominations Committee will present nominations for the office of the president-elect to the Faculty of Arkansas State University by April 1. Faculty members shall be notified electronically of the nominees at least two weeks before the election. Additional nominations may be made by a petition, signed by twenty (20) members of the Faculty of Arkansas State University, and filed with the president at least one week before the election date.

ii. Secret ballots, either paper or electronic, must be used for the election, with the names of all certified candidates appearing on the ballot. Certified candidates must have met eligibility criteria to be a senator (See Article I, Sections III and

V), have been listed either by the Nominations Committee or met the criteria for the petition.

iii. A majority of the members voting shall be necessary to elect an officer of the Senate. If no candidate for a particular office receives a majority of the votes cast, a run-off election shall be held electronically in two weeks after the initial voting.

iv. Newly elected officers of the Senate begin their duties at the first meeting of the Fall Meeting of the Faculty Senate following their election in the spring. The president and president-elect are expected to work together during the summer months, after the spring election, to ensure a smooth transition.

B. Election of the Members of the Faculty Senate

i. Members of the Faculty Senate shall be elected by members of the faculty in their respective groups (colleges, departments within a college if the faculty of the college so decides, independent departments, professional librarians, or other academic organizations) during the spring of each year to fill vacancies caused by the expiration of the term of a senator, or by any other reason as defined below. Academic organizations will determine the method of selection and voting, and this shall be on record with the Faculty Senate president.

ii. New senators shall assume their duties in the first fall meeting of the Faculty Senate following their election.

iii. Filling Vacancies: Officer and Senate vacancies shall be filled as they occur.

a. Definition of Officer vacancies

Definition of vacancy: Office of president, president-elect, or secretary shall be considered vacant when the incumbent (1) retires, (2) resigns from his/her office or the university, or (3) goes on leave for a semester or more, (4) elected to serve as president-elect, or (5) dies.

b. Procedures for filling vacancies:

i. President. If the office of president becomes vacant, the vice president is appointed to the office of president to serve out the remaining term.

ii. Vice President. If the office of the vice president becomes vacant, the Senate, at the next Senate meeting following the vacancy, shall elect a vice president from the sitting Senators to serve the remaining term.

iii. Secretary. If the office of secretary becomes vacant, the Senate, at the next Senate meeting following the vacancy, shall elect a secretary from the sitting Senators to serve the remaining term.

iv. Immediate Past President. If the office of immediate past president becomes vacant, the Senate, at the next Senate meeting, may, if it wishes, select a person to serve on the Executive Committee until such time as the office is filled under the provisions of these bylaws.

v. President-Elect. A special university election would be held to fill the president-elect position. As outlined in the constitution, the nomination process for the president-elect would be followed. The timeline for this special election will be set by the current Executive Committee and communicated to the Senate and Faculty of Arkansas State University as soon as feasible.

c. Senate vacancies

i. Definition of vacancy. A Senate vacancy shall be considered to exist when a Senator (1) retires, (2) resigns from the Senate or from the University, (3) goes on leave for a semester or more, (4) is elected to serve as president-elect, or (5) dies.

ii. Procedure for filling vacancies. The president of the Faculty Senate, in consultation with the members of the affected group and with the approval of the Faculty Senate, shall make interim appointments effective until the next annual election. At the next annual election, a senator or senators shall be elected to complete an unexpired term of the affected membership or memberships.

V. Standing Committees

A. The Faculty Senate Executive Committee is charged with setting membership for the University Shared Governance Committees as identified in the Book of Committees and for any standing, non-standing, or ad hoc Senate Committees the president may choose to stand.

VI. Amendment of Bylaws

A. Proposals to amend the bylaws of the Faculty Senate will be sent to the Faculty Senate for consideration. A proposal may come from within the Senate or from any group of at least 20 members of the Faculty of Arkansas State University. If approved by a simple majority of the Faculty Senate, the proposals would be sent out to the Faculty of

Arkansas State University electronically for a vote. The proposal must be sent out to the Faculty of Arkansas State University at least five days before the electronic vote.

COMMITTEES APPOINTED BY THE FACULTY SENATE

During the spring semester, the Faculty Senate president circulates to each member of the University Faculty a list of University Shared Governance committees and those University committees to which the Senate has the privilege of appointing some of the members. A brief statement (or reference to the Book of Committees) as to the role of the committee and the number of vacancies is included. Faculty members are requested to return such a list, marking their preferences as to committee(s) on which they would like to serve.

Upon return of such expressions of preferences by the faculty, the Faculty Senate Executive Committee prepares a roster of committees and of faculty members willing to serve on them. The roster is used to select and name faculty for committee service.

Faculty named to serve on Faculty Senate standing, non-standing, and ad hoc committees are appointed by the Faculty Senate president. Appointments are made with preference given to faculty volunteering their services. The chairs of senate standing, non-standing, and ad hoc committees are, normally, senators. Some preference is also given to the reappointment of several previous members of a given committee to ensure continuity.

As part of this process, the Faculty Senate Executive Committee works to (1) solicit the faculty to develop a pool for prospective Faculty Senate committee appointments and Faculty Senate appointments to Shared Governance and University committees each spring; (2) select committee members for the coming year's Faculty Senate committee appointments, and (3) monitor equitable faculty member appointments to Faculty Senate, Shared Governance, and University committees.

Any other Faculty Senate committees will be appointed by the Faculty Senate Executive Committee on an ad hoc basis. These will be convened as deemed necessary by the Executive Committee and Faculty Senate.

Historical Committee: Standing Committee of the Faculty Senate

The committee is charged with overseeing the nomination and approval process for permanently honoring future distinguished faculty who have since retired and also charged with maintaining the archives/historical records of the faculty and the association. Membership on the committee will consist of one representative who is a tenured faculty member from each academic college. Members will be selected by the Executive Committee of the A-State Faculty Senate. Members selected to serve on the committee should have a long history of employment as A-State Faculty. The committee will elect a chair. The length of the term for each committee member is five years. Every five years beginning in the fall of 2014, the committee will put forward a call for nominations.

The committee will follow the *Criteria for Inclusion* and the *Procedure for the Nomination Process* listed below. The committee and the A-State Faculty Senate Executive Committee will be responsible for having the names of the distinguished faculty honorees, highest degree, title, and years of service engraved on the prefabricated nameplate and permanently attached on display outside of Centennial Hall. The names will be unveiled every five years during the spring meeting of the Faculty of Arkansas State University and Faculty Honors Convocation. Distinguished faculty honorees and their families will be invited to these events.

I. Criteria for Inclusion of Nominee

A. Nominees must be former A-State Faculty members.

B. Other than in exceptional cases, nominees must have a minimum of 10 years of service to A-State.

C. They must have made significant long-term contributions to A-State.

II. Procedure for the Nomination Process

A. The Historical Committee will notify all A-State Academic Deans of their plans to honor select former faculty and the criteria that nominees must meet, and the procedures for submitting nominations.

B. Academic Deans will be asked to form a faculty nominating committee consisting of current faculty representatives from every department and program within their respective college. Deans will be asked to include as many "seasoned" faculty as possible on these college nominating committees. Nominating committee members need to have a long history of employment as A-State Faculty.

C. Each college nominating committee will submit the names of faculty members who meet the criteria for inclusion and who should be considered as nominees. Each college nominating committee will rank order these names. These names will be provided to the Chair of the Historical Committee and copied to the college dean by mid-October 15th.

D. Each nomination must include the following in order to be considered:

i. Nominee's full name and highest degree (e.g., Ph.D., Ed.D., MFA, MSN, etc.)

ii. Nominee's rank and title (e.g., Professor of Chemistry)

iii. Year of first contract and year of the last contract (e.g., 1991-2014)

iv. Key contributions to A-State (i.e., why the former faculty member is being nominated)

v. Rank order (see # 3 above) (5) The Historical Committee has the right to select nominations for presentation to the A-State Faculty Senate Executive Committee. The committee should consider approximately 10 nominations every five years.

E. The Historical Committee will vote on a final nominee list and forward the list to the A-State Faculty Senate Executive Committee for final approval.

Potential ad hoc Committees of the Faculty Senate

I. Finance Committee

The role of the Faculty Senate Finance Committee is to monitor faculty financial status both within the University and relative to other universities in the state, region, and nation.

II. Status of the Profession Committee

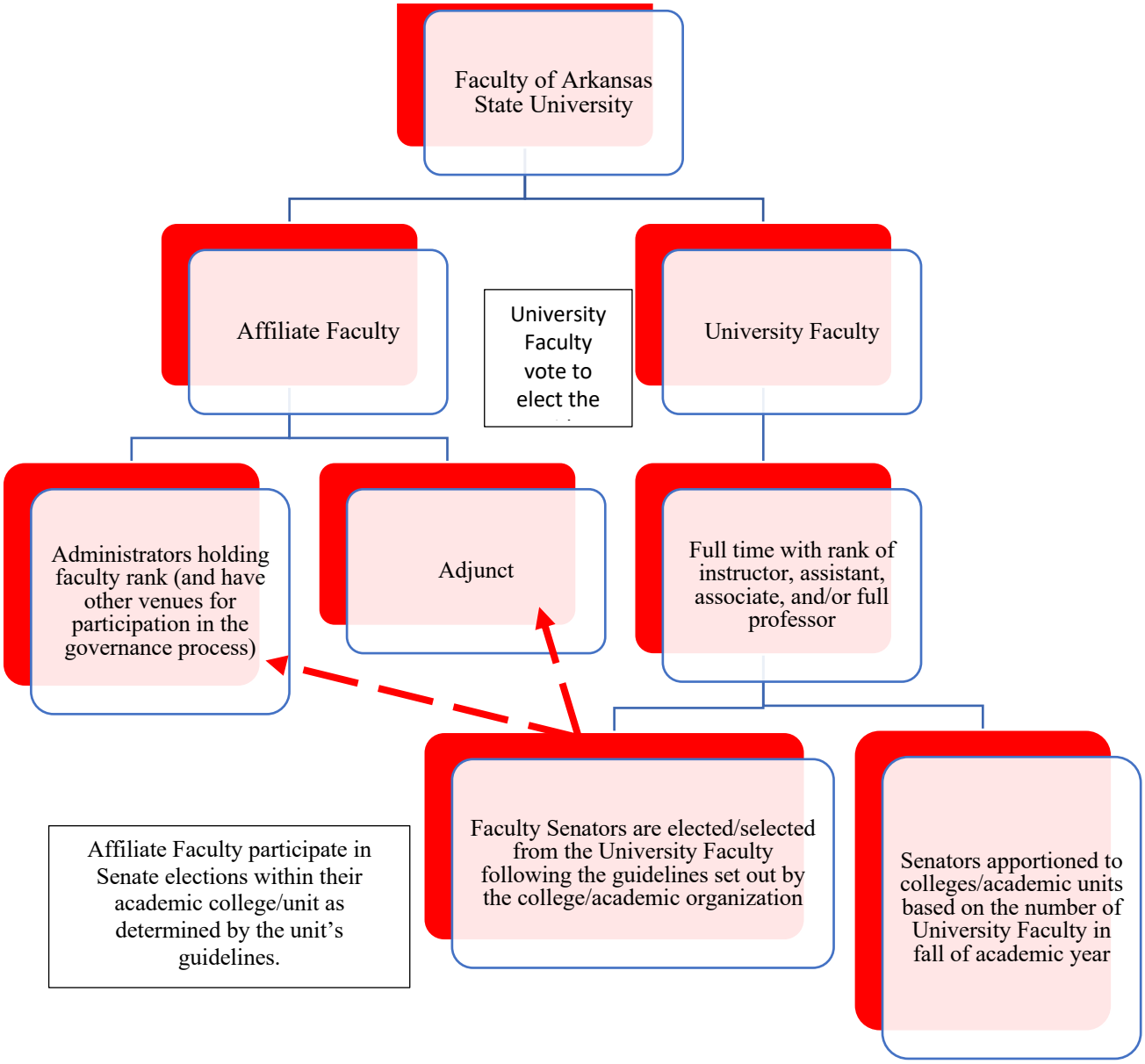
The role of the Faculty Senate Status of the Profession Committee is to: (1) annually survey the faculty; (2) analyze annual and longitudinal results; (3) summarize at least three major findings from survey results, and (4) prepare a report of the results for distribution to the faculty and the public.

III. Nominating Committee

The Faculty Senate president appoints the Nominating Committee to secure nominations for the Faculty Senate president to be elected every other year.

Appendix
A-State Faculty Definitions for Faculty Senate

A-State Faculty Definitions for Faculty Senate



The Faculty Association becomes a membership organization focused on social interaction of the faculty and philanthropy. Individuals must remit dues for membership. It is separate and apart from the Faculty Senate.

CONSTITUTION

THE FACULTY ASSOCIATION

Section I: Definition, Purpose, and Responsibilities

The Faculty Association is the social body of the Faculty of Arkansas State University. The purpose is to promote camaraderie and collaboration among the faculty for the university's welfare. The Faculty Association shall:

A. Provide organized programs through educational, social, and recreational activities.
B. Mentor recently hired faculty to the university community.
C. Promote positive communication through social media sites.

Section II: Eligibility

All members of the Faculty of Arkansas State University are eligible for membership in the Faculty Association. The Faculty Association consists of all dues-paying members of the university faculty. The officers of the association shall determine the dues and how the funds are collected.

Section III: Officers

The Faculty Association will elect its chair and secretary-treasurer no later than the first meeting. Officers of the Faculty Association must be full-time faculty or administrators.

Section IV: Amendments

Amendments to this constitution may be proposed by a majority of the voting members of the Faculty Association. A two-thirds majority must approve an amendment of the voting members of the Faculty Association.

Section V: Ratification

Before the constitution becomes effective, it must be approved by a majority of the Faculty of Arkansas State University voting members, in attendance at a general faculty meeting called for that purpose or via electronic survey. It shall then be submitted to the Arkansas State University System Board of Trustees through the Chancellor and become effective upon their approval. Following the board's approval, the Faculty Association chair shall immediately take steps to enact this constitution.

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-26

EXECUTIVE SUMMARY Contact: Len Frey (870) 972-3303

ACTION ITEM: Arkansas State University (A-State) requests approval to enter into agreements submitted for the purpose of allowing certain employees to conduct private camps on and in A-State facilities.

ISSUE: A-State wishes to contract with certain employees to conduct private camps on the A-State campus. Such camps are designed to bring future students to the campus and expose them to its facilities and personnel while engaging in program activities. Additionally, funds are generated and paid to A-State to cover the use of its facilities and auxiliary services.

BACKGROUND:

- A.C.A. § 6-62-401 authorizes the Boards of Trustees of state institutions of higher learning to grant permission to employees of such institutions to conduct, on and in campus facilities, certain outside work for private compensation (as described in the Act). Employees are to be engaged in this outside work only after they have fully discharged their employment responsibilities to such institutions. Employees who accrue annual leave are required to take their annual leave during these camp periods.
- The Act grants the Board the non-delegable duty to make express findings of fact as follows:
  - the activities in question involve no conflict of interest with the mission and purpose of the institution itself;
  - the proposed activities would bring to the campus a significant number of persons who are potentially future students, who might tend to enroll on that campus as a result of their exposure to its facilities and its personnel while engaged in these activities; and
  - the contemplated activities will, as a part thereof, generate funds to be paid to the state institution for housing, meals, and for the use of institutional resources that will produce significant revenues in support of the auxiliary functions of the particular campus serving its enrolled students.
- All agreements will comply with A.C.A. § 6-62-401.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University is approved to enter into agreements submitted for the purpose of allowing certain employees to conduct private camps on and in A-State campus facilities, effective July 1, 2022, through June 30, 2023.

Niel Crowson, Secretary

Christy Clark, Chair

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-27

EXECUTIVE SUMMARY Contact: Jason Goodner (501) 882-8830

ACTION ITEM: Arkansas State University-Beebe (ASUB) requests approval to offer a Technical Certificate in Emergency Medical Technology.

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

BACKGROUND:

- ASU-Beebe proposes adding a Technical Certificate (TC) in Emergency Medical Technology (EMT) to support its portfolio of workforce-education programs in Paramedic and Emergency Medical Services. The TC will be a 28-semester, credit-hour credential, and will provide students with EMT and Advanced EMT instruction, leading to an EMT license, admission into our Paramedic Program, and will provide general education coursework applicable to our Associate of Applied Science in Emergency Medical Services.

- No new funding is required.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Beebe is approved to offer a Technical Certificate in Emergency Medical Technology, effective fall semester of 2022.

Niel Crowson, Secretary

Christy Clark, Chair

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-28

EXECUTIVE SUMMARY Contact: Jason Goodner (501) 882-8830

ACTION ITEM: Arkansas State University-Beebe (ASUB) requests approval to offer an Associate of Applied Science degree in Industrial Technology.

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

BACKGROUND:

- The Associate of Applied Science (AAS) degree in Industrial Technology will be a 60-credit hour credential, comprised of 15 semester hours of general education, 36 semester hours of Industrial Technology core, and 9 semester hours of electives from an assortment of applicable career- and technical-education coursework. The AAS degree in Industrial Technology will complement our active Certificate of Proficiency and Technical Certificate in Industrial Technology.

- ASUB has worked with its Industrial Technology advisory committee, comprised of business and industry partners, to identify and design an appropriate curriculum. Coursework highlights include electronics, HVAC, welding, hydraulics, robotics and automation, and computerized machining. ASUB is working with the U.S. Department of Labor to pilot its apprenticeship model. Our Industrial Technology program will soon be an offering within our portfolio of apprenticeships.

- No new funding is required.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Beebe is approved to offer an Associate of Applied Science degree in Industrial Technology, effective fall semester of 2022.

Niel Crowson, Secretary

Christy Clark, Chair

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-29

EXECUTIVE SUMMARY Contact: Tamara Daniel (901) 233-2077

ACTION ITEM: Arkansas State University-Mountain Home (ASUMH) requests approval to revise its Shared Governance Document for 2022-2025.

ISSUE: The Board of Trustees must approve any revision to the Shared Governance Document.

BACKGROUND:

- The Shared Governance Document for ASUMH is reviewed periodically, and may be revised to address changes in institutional governance.
- The Shared Governance Committee reviewed and revised the document this past academic year, and submitted it to the institutional review process.
- The edited version has been approved through the campus shared governance process, and has been reviewed and approved by the ASU System's legal counsel.
- A copy of the Shared Governance Document, with proposed revisions, is attached to this resolution.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Mountain is approved to revise its Shared Governance Document for 2022-2025, as specifies above.

Niel Crowson, Secretary

Christy Clark, Chair

Shared Governance Document

2019-2022 Revisions for 2022-2025

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I. Shared Governance Definition

Shared Governance is the process whereby campus constituencies (administration, community members, faculty, staff, and/or students) express the following core values:

1. Informed and inclusive decision-making
2. Transparency and clarity of operation
3. Open lines of communication between and among all campus constituencies
4. Accountability
5. Mutual respect and trust

While administrators should demonstrate a willingness to incorporate a substantial amount of faculty and staff input into decision-making, shared governance does not take away the authority vested by the Board of Trustees in administrators to make decisions. Administrators should also communicate results of and rationale for decisions made and policy and procedural changes to the University-constituencies affected.

II. Shared Governance Core Values

1. Informed decision-making: the use of accurate data that is analyzed by relevant subject matter experts and made available to all campus constituencies.
2. Inclusive decision-making: the inclusion of diverse perspectives in decisions and the inclusion of those most affected by decisions.
3. Transparency of Operations: a proactive openness of all shared governance decisions to all campus constituencies.
4. Clarity of Operations: a clear and visible outline of a decision's path from proposal to activation as a campus procedure, process, or policy.
5. Open Lines of Communication: a focus on establishing trust, boosting morale, and fostering positive, collaborative relationships.
6. Accountability: a willingness of all campus constituencies to invest in decision-making and express ownership of the decisions made.

III. Administrative Entities

1. Board of Trustees
    a. President
2. Chancellor
    a. Chancellor's Cabinet: membership and meeting times determined by the Chancellor
    b. Chancellor's Council: membership and meeting times determined by the Chancellor

c. Chancellor's Council on Diversity: membership and meeting times determined by the Chancellor

3. Vice-Chancellor for Academic Affairs
    a. Academic Cabinet: membership and meeting times determined by the Vice Chancellor of Academic Affairs (VCAA)
    b. Academic Council: membership and meeting times determined by the VCAA
    c. Institutional Research and Assessment Council: membership and meeting times determined by the VCAA
    d. College Activity Board:
        i. Meets monthly in an open forum that encourages participation from all campus constituents
        ii. Serves as oversight for all student activities and serves as the venue for the proposal of new student activities
        iii. Membership: Student Support Specialist, Admissions Coordinator, Associate Vice Chancellor for Marketing and Community Relations, Director of the Secondary Center, Faculty Members (2), SGA Students
4. Vice-Chancellor for Operations
    a. Director's Council: membership and meeting times determined by the Vice Chancellor of Operations (VCO)

IV. Shared Governance Entities

1. Faculty Senate
    a. Membership: Faculty membership of the Senate is determined by its Constitution. Only full-time faculty who are not also members of the Academic Cabinet are eligible to serve as members. The officers of the Senate are chosen through processes described in its Constitution.
    b. Meeting Time: The Faculty Senate will meet on the 2nd Friday of each month during the Academic Year at 9:30 AM.
    c. Purpose: Address and advise on all matters related to ASUMH faculty interests including but not limited to the following activities:
        i. Provide Vice-president or equivalent officer to chair Curriculum committee
        ii. Provide at-large members to all committees
        iii. Create proposals to submit to appropriate committees addressing faculty concerns
        iv. Disseminate all committee proposals to faculty for review
        v. Suggest amendments to proposals based on faculty input

vi. Submit reviewed proposals to SGOC for submission to the Chancellor for implementation or for return to originating committee if amendments to proposal are advised.
vii. Disseminate Chancellor's actions taken on proposals to the Faculty
viii. Hold full faculty vote on actions that amend the Faculty Handbook and the Faculty Senate Constitution.

d. Work Groups: The Faculty Senate Constitution allows it to form sub-committees as it sees fit. The Senate may recommend the creation of a work group to a shared governance committee using the workgroup recommendation form.

2. Staff Senate
   a. Membership: Staff membership of the Senate is determined by its Constitution. Only full-time staff who are not also members of the Chancellor's Cabinet are eligible to serve as members. The officers of the Senate are chosen through processes described in its Constitution.
   b. Meeting Time: The Staff Senate will meet once a month during the Academic Year as determined by the Staff Senate.
   c. Purpose: Address and advise on all matters related to ASUMH Staff interests including but not limited to the following activities:
      i. Provide Vice-president or equivalent officer to chair Planning and Budgeting committee
      ii. Provide at-large members to all committees
      iii. Create recommendations to submit to appropriate committees addressing staff concerns
      iv. Disseminate all committee recommendations to staff for review
      v. Suggest amendments to recommendations based on staff input
      vi. Submit reviewed recommendations to SGOC for submission to the Chancellor for implementation or for return to originating committee if amendments to recommendation are advised
      vii. Disseminate Chancellor's actions taken on recommendations to staff
      viii. Hold full staff vote on actions that amend the Staff Senate Constitution.
   d. Work Groups: The Staff Senate Constitution allows it to form sub-committees as it sees fit. The Senate may recommend the creation of a work group to a shared governance committee using the Work Group Recommendation Form.
3. Shared Governance Oversight Council
   a. Voting Membership: The council consists of the officers of the Faculty and Staff Senate and the Student Government. The Chair and the Secretary of the council will be selected by vote from its members.

b. Meeting Time: The council may meet up to once a week during the academic year at a time and place decided by the chair and other members of the council
c. Purpose: Address and advise on all matters related to shared governance on the ASUMH campus. These include but are not limited to the following activities:
    i. Present all committee proposals to the Faculty and Staff Senates and the Student Government for review.
    ii. Return any suggested amendments to proposals from the Senates and SGA to the originating committee.
    iii. Present reviewed proposals to the Chancellor.
    iv. Advise Chancellor on all shared governance related activities.
    v. Ensure that shared governance processes are being followed as outlined in the Shared Governance Document.
    vi. Respond in writing to violations of the shared governance process (See Appendix D.)
    vii. Revise the Shared Governance document every three years.
d. Work Groups: The Shared Governance Oversight Council may create and assign work groups to investigate violations of the shared governance process and to revise the Shared Governance document.

4. Shared Governance Committees
    a. Academic Affairs Committee
        i. Voting membership: the committee's voting members will consist of one faculty member from each individual school chosen by the school, one at-large faculty member chosen by the Faculty Senate, three staff members chosen by the classified (2) and non-classified (1) staff divisions, one at-large staff member chosen by the Staff Senate and one student representative selected at-large by Student Government. The chair and secretary will be selected from the faculty and staff voting membership.
        ii. Non-voting membership: Academic Deans, one at-large member selected by the Chancellor's Council on Diversity
        iii. Non-voting attendees: VCAA, academic and non-academic department heads or directors
        iv. Meeting Time: the committee will meet on the 1st Friday of each month during the Academic Year at 9:00 AM. All work groups will report activities during the monthly meeting.
        v. Purpose: Address and advise on all matters related to the academic interests of ASUMH including but not limited to the following activities:
            1. Academic Advising
            2. Instruction (online, F2F, and I/A)

3. Academic Scheduling
4. Assessment of Instruction

vi. Work Groups: the committee will create and assign work groups at the proposal of campus constituencies.

vii. The committee will appoint an advising workgroup composed of seven members to address advising support. This workgroup will be composed of 4 faculty members and 3 non-classified/classified members not currently serving on any other shared governance committee.

viii. The committee will appoint an online workgroup composed of seven members to address online and hybrid course development. This workgroup will be composed of 4 faculty members and 3 non-classified/classified members not currently serving on any other shared governance committee.

ix. The committee will appoint a library workgroup composed of seven members to address the needs of the library. This workgroup will be composed of 4 faculty members and 3 non-classified/classified members not currently serving on any other shared governance committee.

b. Student Affairs Committee

i. Voting Membership: the committee's voting members will consist of one faculty member from each individual school chosen by the school, one at-large faculty member chosen by the Faculty Senate, three staff members chosen by the classified (2) and non-classified (1) staff divisions, one at-large staff member chosen by the Staff Senate and one student representative selected at-large by Student Government.

ii. Non-voting membership: Vice-Chancellor of Student Affair, Admissions Coordinator, Recruiter, one at-large member selected by the Chancellor's Council on Diversity

iii. Non-voting attendees: Student club sponsors academic and non-academic department heads or directors

iv. Meeting Time: the committee will meet on the 2nd Friday of each month during the Academic Year at 10:30 AM. All work groups will report activities during the monthly meeting.

v. Purpose: Address and advise on all matters related to the student affairs interests of ASUMH including but not limited to the following activities:

1. Recruiting
2. Admissions
3. Financial Aid
4. Student activities
5. Student probation and suspension

6. Assessment of Student Affairs

vi. Work Groups: the committee will create and assign work groups at the proposal of campus constituencies.

vii. The committee will appoint a retention workgroup composed of seven members to address the annual retention plan. This workgroup will be composed of 4 faculty members and 3 non-classified/classified members not currently serving on any other shared governance committee.

viii. The committee will appoint a diversity workgroup composed of seven members to address diversity and inclusion. This workgroup will be composed of 4 faculty members and 3 non-classified/classified members not currently serving on any other shared governance committee.

c. Operational Affairs Committee

i. Voting Membership: the committee's voting members will consist of one faculty member from each individual school chosen by the school, one at-large faculty member chosen by the Faculty Senate, three staff members chosen by the classified (2) and non-classified (1) staff divisions, one at-large staff member chosen by the Staff Senate and one student representative selected at-large by Student Government.

ii. Non-voting membership: Chief Financial Officer, Vice-Chancellor of Operations, one at-large member selected by the Chancellor's Council on Diversity

iii. Non-voting attendees: academic and non-academic department heads or directors

iv. Meeting Time: the committee will meet on the 4th Friday of each month during the Academic Year at 9:00 AM. All work groups will report activities during the monthly meeting.

v. Purpose: Address and advise on all matters related to the operational interests of ASUMH including but not limited to the following activities:

1. Maintenance and grounds keeping
2. Budgeting and finance
3. Human Resources
4. Institutional Assessment and Planning
5. Public Relations and Development

vi. Work Groups: the committee will create and assign work groups at the proposal of campus constituencies.

vii. The committee will appoint an institutional technology workgroup composed of seven members to address campus technology needs. This workgroup will be composed of 4 faculty members and 3 non-classified/classified members not currently serving on any other shared governance committee.

d. Curriculum Committee
    i. Voting Membership: the committee's voting members will consist of two faculty members from each individual school chosen by the school, the Faculty Senate Vice-President, and two student representatives selected at-large by Student Government. The Vice-President of the Faculty Senate shall serve as the chair and is non-voting unless there is a tie vote. The secretary will be the Administrative Assistant to the VCAA and will serve as a non-voting member.
    ii. Non-voting membership: Academic Deans, Assistant Registrar, Transcript Evaluator, Banner Scribes, one at-large member selected by the Chancellor's Council on Diversity
    iii. Non-voting attendees: VCAA, academic and non-academic department heads or directors
    iv. Meeting Time: the committee will meet on the 4th Friday of each month during the Academic Year at 10:30 AM. All work groups will report activities during the monthly meeting.
    v. Purpose: Address and advise on all matters related to the curricular interests of ASUMH including but not limited to the following activities:
        1. Creation and Development of individual classes
        2. Creation and Development of Academic Programs
    vi. Work Groups: the committee will create and assign work groups at the proposal of campus constituencies.
e. Planning and Budgeting Committee
    i. Voting Membership: the committee's voting members will consist of one faculty member from each individual school chosen by the school, one at-large faculty member chosen by the Faculty Senate, three staff members chosen by the classified (2) and non-classified (1) staff divisions, one at-large staff member chosen by the Staff Senate and one student representative selected at-large by Student Government. The Vice-President of the Staff Senate will be the chair and is non-voting except in the event of a tie. The secretary will be chosen from the voting membership.
    ii. Non-voting membership: Chief Financial Officer, one at-large member selected by the Chancellor's Council on Diversity
    iii. Non-voting attendees: Academic and non-academic department heads or directors
    iv. Meeting Time: the committee will meet on the 1st Friday of each month during the Academic Year at 10:30 AM when a meeting is necessary. All work groups will report activities during the monthly meeting.

v. Purpose: Address and advise on all matters related to planning and budgeting of ASUMH including but not limited to the following activities:
    1. Creation and Development of long range plan
    2. Creation and Development of annual strategic plan
    3. Integrating Enrollment plan, Retention plan, and academic and institutional assessment into annual strategic plan and budget
    4. Creation and development of annual budget

vi. Work Groups-the committee will create and assign work groups at the proposal of campus constituencies.

V. Shared Governance Committee Operations

1. Committees will meet at an established time unless a committee has no agenda items or a quorum of the committee members cannot be present.
2. Committees will make proposed agendas available to the campus through a designated public venue three working days before scheduled meetings.
3. Committees will share committee-reviewed minutes with the campus through a designated public venue within five working days of a convened meeting.
4. Committees will report proposals to the Shared Governance Oversight Council for review by the Faculty and Staff Senates or submission to the Chancellor.

VI. Shared Governance Committee Membership Guidelines

1. Definitions:
    a. Voting members: These participants are expected to attend all meetings, participate in discussion, recommend action items by a motion and a second, and vote on action items.
    b. Non-voting membership: These participants are expected to attend all meetings, participate in discussions, and provide necessary information, resources, and guidance. They may recommend action items by motion or second, but they are not to vote on action items.
    c. Non-voting attendees: These participants are encouraged to attend or designate representatives to attend meetings to be available to provide information, resources, and guidance. They may not recommend action items by motion, nor may they vote on action items.
2. Voting Members
    a. Each academic school and each staff division will select its members through methods established by the school or division during the reconvening week in August of each year. These selections will be reported to the SGOC.
    b. Faculty and Staff Senates and Student Government at-large members will be selected through methods established by those entities.

c. Academic school members and staff division members will serve for three year terms. In the first year of committee operation, faculty and staff terms will be one year, two years, and three years as determined by lot.
d. Faculty and Staff Senate and Student government at-large members may serve one year terms but not more than three year terms.
e. The Chairs and Secretaries of committees will be members in their second or third year of committee service with the exception of the Curriculum Committee chair (Chair is Vice-President of Faculty Senate.) and the Planning and Budgeting Committee (Chair is Vice-President of Staff Senate).
f. The SGOC will dismiss a voting member from committee service and ask the appropriate entity for a replacement member of the committee if the voting member (1) fails to attend more than two meetings in a row, (2) fails to attend more than half of the meetings in an academic year, or (3) resigns or is otherwise incapable of attending committee meetings. The replacement will serve the remainder of the dismissed or resigning member's term. Chairs or secretaries of committees should report non-attendance or resignation of voting committee members to the SGOC as soon as possible.
g. No voting member will serve on more than two shared governance committees at a time nor on more than two work groups while serving as a voting member of a shared governance committee.
h. Persons who are not serving as voting members on shared governance committees will not be limited in the number of workgroups on which they may serve.
i. Voting members may designate a proxy to speak on their behalf in shared governance committee meetings. However, proxy speakers will not be allowed to vote.

3. Non-Voting Members
    a. As these members are to provide guidance and resources, any member may designate a representative to attend on his or her behalf.
    b. Members will select their representatives through a method established by the individual member.
    c. Committees may request a representative be provided from a department or office if none is provided. This request will be made to the supervisor of that department or office.
4. Guests
    a. Participation in shared governance committee activity is not limited to voting and non-voting members. All committee meetings are open to any who wish to attend. However, guests should be aware that, unless they are on the agenda, they may not be allowed speak during committee discussion. Committee discussion is for committee members.

VII. Shared Governance Work Group Guidelines

1. Formation of Work Groups
    a. A work group is created when an administrative entity, a shared governance entity, or other campus constituent determines that a shared governance activity needs to be addressed for which there is no currently constituted body to which the activity can be assigned for consideration. A proposal will be made to the Shared Governance Committee most appropriate for the activity. The proposal for the creation of a shared governance work group must include the following information:
        i. A thorough description of the activity to be addressed and purpose to be served
        ii. An indication of whether the group will be requesting data and, if so, a general description of data needed
        iii. A timeline for the completion of the group's activities
        iv. Suggestions for possible group membership to be approved by the committee (optional)
    b. A Shared Governance committee, upon receiving the request for the formation of a work group, will approve the formation of the work group with the following exceptions:
        i. Another work group is currently addressing the same or very similar activity
        ii. Required information is missing or incomplete
    c. If corrections to these exceptions can be made during a committee meeting, the work group can still be granted approval by the committee.
2. Work Group Membership
    a. Work groups consist of no less than five members and nor more than 9 members.
    b. All campus constituents are eligible to serve on work groups.
    c. Membership should try to reflect the different areas of campus personnel. However, expertise in the subject area of the activity is preferable to equal representation.
    d. No voting member will serve on more than two shared governance committees at a time nor on more than two work groups while serving as a voting member of a shared governance committee.
    e. Persons who are not serving as voting members on shared governance committees will not be limited in the number of workgroups on which they may serve.
    f. A Chair and secretary of the workgroup will be chosen from its membership.
3. Work Group Meeting Times and Locations
    a. Meeting times and locations will be decided by the chair of the work group in cooperation with its members.
    b. Work groups are not required to hold physical meetings. Activities may be completed via technological means.
4. Work Group Purposes

a. Work groups will engage only in requested activities.
b. Work groups will report all minutes and proposals to the committee from which they were formed at the monthly meeting of that committee each month until the activity is completed.
c. After completing the requested activities and reporting all minutes and proposals to the forming committee, a work group will be disbanded.

VIII. Proposal Process

1. Any administrative entity, shared governance entity, or other campus constituent who determines that an ASUMH campus activity, policy, or practice needs to be added, amended, or abolished may submit a proposal to the appropriate shared governance committee by following these guidelines:
    a. Complete an *ASUMH Proposal Form*
    b. Submit the completed form to the appropriate shared governance committee
        i. Committee members may submit proposals to their respective committees or to other committees
2. Submitted proposals will be discussed at the next monthly meeting of the shared governance committee provided they meet the following criteria:
    a. The *ASUMH Proposal Form* is submitted to the Shared Governance committee at least seven working days before the scheduled meeting to be placed on the agenda.
    b. The *ASUMH Proposal Form* is complete to the satisfaction of the committee.
    c. The *ASUMH Work Group Recommendation Form* is attached if a work group will be needed.
    d. The submitting constituent or representative is present at the meeting to discuss the proposal.
3. If a shared governance committee decides that a proposal should not proceed further through the shared governance process, the submitting entity or constituent may not re-submit the same matter to any committee for one academic year.
4. If a shared governance committee decides that a proposal should proceed through the shared governance process, it will proceed as follows:
    a. Committee submits proposal to SGOC
    b. SGOC submits the proposal to the Faculty and Staff Senates and SGA.
        i. After consulting with constituents, Senates and SGA may amend the proposal or forward through shared governance process as reviewed without amendments.
            1. Amended proposal or reviewed without amendments submitted to SGOC
                a. Amended proposal re-submitted to Shared Governance committee for review
                OR

b. Reviewed without amendments submitted to Chancellor

c. Reviewed proposals are submitted to SGOC for presentation to the Chancellor

i. Chancellor may make amendments or ask SGOC to re-submit to another entity to amend.

1. Amendments are reviewed following process above.

OR

ii. Chancellor approves proposal and assigns the matter to the appropriate administrative office for implementation.

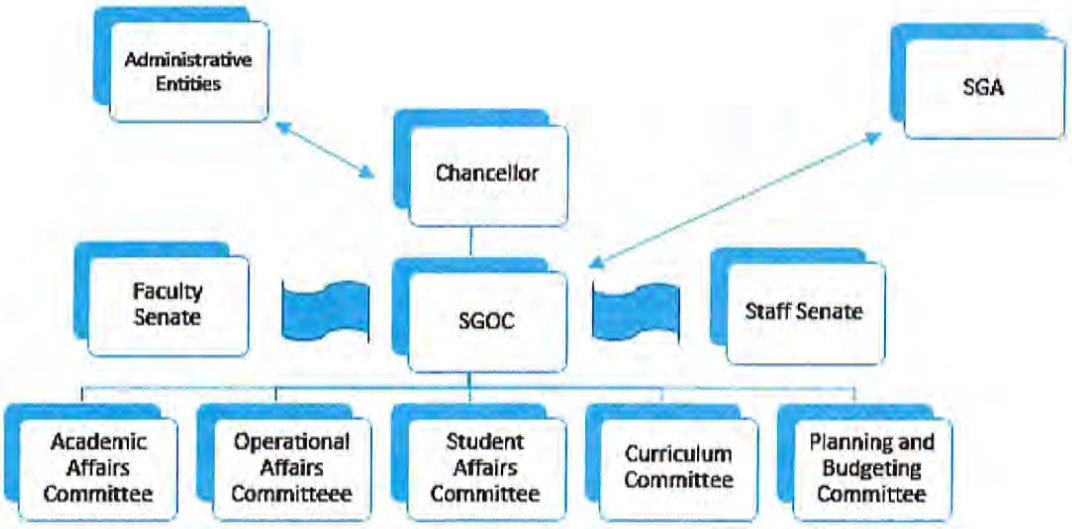
1. Conveys approval and assignments to SGOC for dissemination to Senates and SGA

a. Senates and SGA disseminate Chancellor's approval and assignment to constituents

OR

iii. Chancellor disapproves of proposal and conveys rationale to SGOC for dissemination to Senates and SGA

Appendix A: Shared Governance Flow Chart



1. Committee submits proposal to SGOC for review.
2. If Senates and SGA review proposal and do not amend, proposal is returned to SGOC for submission to Chancellor.
   a. Chancellor assigns activity to administrative entity for implementation and conveys approval and assignment to SGOC for dissemination, or
   b. Chancellor asks for amendments to proposal and process begins again in originating committee, or
   c. Chancellor disapproves proposal and conveys rationale to SGOC for dissemination

OR

1. Committee submits proposal to SGOC for review.
2. Proposal amended by one Senate or SGA is reviewed by other Senate or SGA. Joint meetings may be called to combine or approve amendments.
3. Proposals amended by the Senates or SGA are returned by SGOC to the originating committee for review. If amendments are not accepted, proposal process begins again.
4. If committee accepts amendments, proposal is returned to SGOC for submission to Chancellor.
   a. Chancellor assigns activity to administrative entity for implementation and conveys approval and assignment to SGOC for dissemination, or
   b. Chancellor asks for amendments to proposal and process begins again in originating committee, or
   c. Chancellor disapproves proposal and conveys rationale to SGOC for dissemination

Appendix B: Details for Shared Governance Committee Operations

A. Committees will meet at the established time unless a committee has no agenda items or a quorum of the committee members cannot be present.
B. Committees will make agendas available to the campus through a designated public venue three to five working days before its scheduled meeting.
    i. Items to be added to a committee agenda must contain the following:
        1. Proposal
        2. Rationale
        3. Beneficiaries
        4. Cost analysis
C. Agenda items should be prioritized.
D. Committee chairs will send the approved agenda to the campus via email (asumh@asumh.edu) at least five work days prior to the scheduled meeting.
E. Quorum is established when a majority of voting members are present.
F. Roles:
    i. Chair – ensures team moves through agenda, decisions made, and follow-up by whom/by when.
    ii. Secretary – records meeting minutes and attendance
G. Meeting norms:
    i. Arrive/start/end on time
    ii. Prepare to participate
    iii. No side conversations
    iv. Minutes are transparent/public
H. Key Principles:
    i. Esteem – be specific and sincere
    ii. Empathy – describe facts and feelings for others to feel heard and understood
    iii. Involve – unleash ideas with questions
    iv. Share – disclose feelings and insights to build trust
    v. Support – specify the level of support you'll provide (support without removing responsibility)
I. Committees may form work groups as needed to gather information and present material at the next meeting to resolve lengthy agenda items.
    i. Key stakeholders and those with specialized knowledge or training should be the preferred membership as work groups are formed.
J. Committees will share committee-reviewed minutes with the campus through a designated public venue within five working days of a convened meeting.
K. Committees will report proposals to the Shared Governance Oversight Council for review by the Faculty and Staff Senates.

Appendix C: Concise Version of Chair and Secretary Responsibilities

To maintain professional integrity during Shared Governance Committee and Work Group meetings and to ensure that meetings are conducted in a manner that allows all attendees to feel comfortable sharing their ideas and opinions, Robert's Rules of Order will be followed. The chairperson of the committee or work group is responsible for setting the procedural tone of the meeting and in leading the attendees through parliamentary processes.

Committee and work group chairs and secretaries will undergo training in parliamentary procedures and Robert's Rules in the fall semester of each academic year once these positions have been filled.

Responsibilities of the Committee and Work Group Chair as per Robert's Rules

- Call the meeting to order on time
- To recognize members entitled to the floor
- To state and to put to vote all questions which are regularly moved and to announce the result of the vote
- To protect the assembly from annoyance from evidently frivolous motions by refusing to recognize them
- To assist in the expediting of business in every way compatible with the rights of the members
- To restrain the members when engaged in debate within the rules of order
- To enforce on all occasions, the observance of order and decorum among the members
- To inform the assembly on a point of order or practice pertinent to pending business
- To authenticate all the acts, orders, and proceedings of the assembly declaring its will and in all things obeying its commands

Responsibilities of the Committee and Work Group Secretary as per Robert's Rules

- To keep the records of the committee and the minutes of the meetings
- To keep a register, or roll, of the members and to call the roll when required
- To notify constituents of their appointments to the committee and workgroups of the committee
- To furnish committees with all papers (proposals) referred to them
- To send out proper notices of all called meetings
- To conduct the correspondence of the committee

Appendix D: Reporting Violations of the Shared Governance Process

Suspected violations of shared governance core values and shared governance processes should be reported to the Shared Governance Oversight Council in writing as soon as possible after the questionable actions have occurred. Upon the receipt of a documented suspected violation, the SGOC will follow this process:

1. Perform an informal inquiry of the meeting attendees,
2. Provide guidance and instruction to remedy future violations for minor offenses,
3. Prepare and submit a written report to the appropriate administrators if violation is deemed serious or repetitive in nature,
4. Suggest in the written report appropriate actions to correct the violations in a written report,
5. Receive the corrective action taken by the administrator in a written report,
6. Maintain records of written complaints, SGOC written reports, and administratively written reports in association with the reported violations.

Appendix E: [redacted]POSAL FORM

1. Submitted to the Committee on this date: Estimated time needed to present proposal: five minutes ten minutes fifteen minutes
2. Is this proposal a notification of change in an administrative process? Changes in administrative processes need not proceed through the shared governance.
3. Please provide a detailed description of the proposed activity, policy, or practice.
4. Does this proposal amend or abolish a current activity, policy, or practice? If so, please list current activity, policy, or practice.
5. Will this proposal require budgetary expenditures? If so, please provide an estimated amount.
6. Will this proposal require the formation of a work group to study and recommend regarding the proposal? If so, please attach a Work Group Committee Recommendation Form. Yes No
7. Submitted to the SGOC by committee on this date:
8. Faculty and Staff Senate and SGA amendments:
9. Faculty and Staff Senates, SGA, and Committee review completed on this date:
10. Submitted to Chancellor by SGOC on this date:
11. Chancellor's approval, assignment, and comments:
12. Proposed activity completed on this date:

Appendix F: [redacted]RM

Submitted to the	Committee on
Please provide a thorough description of the activity to be addressed and the purpose to be served by the Work Group:	
If the Work Group will be requesting data, please indicate a general description of the data needed:	
(Optional) Please indicate suggestions concerning possible group membership explaining why the person (or area) is needed.	
Please provide a timeline for the completion of the Work Groups activities:	
Please indicate the results of the Work Group's activities:	
Date Submitted to Committee:	

Appendix G: Appointment of Shared Governance Committee Members

Each Institutional Entity will appoint/reappoint the Committee Members indicated during the Fall Reconvening Week

	Faculty Senate	Staff Senate	School of Arts & Sciences	School of Business & Tech	School of Health Sciences	Classified Staff *	Non-Classified Staff	Students
Academic Affairs	1	1	1	1	1	2	1	1
Student Affairs	1	1	1	1	1	2	1	1
Operational Affairs	1	1	1	1	1	2	1	1
Curriculum Committee	VP	1	2	2	2	2	1	1
Planning & Budget Committee	1	VP	1	1	1	2	1	1

* There are two categories of Classified Staff: the first is Technical/Para-Professional, Service/Maintenance, Skilled Craftsmen and the second is Secretarial/Clerical

Appendix H: Meeting Dates/Times for Shared Governance Committees

	1st Friday	2nd Friday	3rd Friday	4th Friday
9:00	Academic Affairs			Operational Affairs
9:30		Faculty Senate / Staff Senate		
10:00				
10:30	Planning/Budget	Student Affairs		Curriculum

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-30

EXECUTIVE SUMMARY Contact: Tamara Daniel (901) 233-2077

ACTION ITEM: Arkansas State University-Mountain Home (ASUMH) requests approval to offer a Certificate of Proficiency in Production Welding.

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

BACKGROUND:

- The Certificate of Proficiency in Production Welding was developed to serve students seeking a career in boat manufacturing or other aluminum welding industries.

- This certificate will fulfill the 144 contact hours of related technical instruction required by the Arkansas Department of Labor for its registered apprenticeship program in welding.

- No new funding is required.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Mountain Home is approved to offer a Certificate of Proficiency in Production Welding, effective June 2, 2022.

Niel Crowson, Secretary

Christy Clark, Chair

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-31

EXECUTIVE SUMMARY Contact: Tamara Daniel (901) 233-2077

ACTION ITEM: Arkansas State University-Mountain Home requests approval to offer a Technical Certificate in Education.

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

BACKGROUND:

- The Technical Certificate in Education was developed to provide a momentum point for students seeking the Associate Degree in Education. This certificate program is designed to provide additional pathways to educator licensure through a short-term program completion.

- This certificate will allow students to serve as paraprofessionals for school districts prior to completing their degree.

- No new funding is required.

RECOMMENDATION/RESOLUTION:

Be it resolved that Arkansas State University-Mountain Home is approved to offer a Technical Certificate in Education, effective June 2, 2022.

Niel Crowson, Secretary

Christy Clark, Chair

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-32

EXECUTIVE SUMMARY Contact: Johnny M. Moore (870) 512-7851

ACTION ITEM: Arkansas State University-Newport (ASUN) requests approval of its 2022-2027 Strategic Plan.

ISSUE: The ASU Board of Trustees must approve the strategic plans for all institutions in the Arkansas State University System.

BACKGROUND:

- ASUN conducted a Strategic Planning initiative that began in September 2021 with the formation of the Strategic Planning Work Group. The work group was made up of a diverse selection of faculty and staff who provided guidance and feedback on the strategic planning process. In the fall of 2021, ASUN conducted strategic planning sessions with faculty, staff, students, and community members on each of its three campuses. Participants were divided into small groups and asked to answer focused questions intended to identify ASUN's strengths and weaknesses, as well as opportunities for growth and future attention. ASUN also distributed institution and community-wide surveys to solicit feedback from those members who were unable to participate in the meetings. After the conclusion of the dialogue sessions, the Strategic Planning Work Group met biweekly to synthesize and review data collected; identify trends, goals, and objectives; update ASUN's vision, mission, and values; and draft a five-year strategic plan. In March 2022, the work group circulated the new vision, mission, and values, and strategic plan draft to employees, students, and the community for feedback and final review. The work group incorporated that feedback into the finalized ASUN Flight Plan 2022-2027.

- Following this extensive and thorough collection of data, ASUN's Strategic Planning Work Group developed a vision, mission, values and strategic plan that will effectively serve to guide our institution and strategically direct us for the next five years.

- A copy of the ASUN Flight Plan 2022-2027 is attached to this resolution.

RECOMMENDATION/ RESOLUTION:

Be it resolved that the Arkansas State University-Newport Strategic Plan for 2022-2027 is approved.

_____ _____

Niel Crowson, Secretary Christy Clark, Chair

ASUN Flight Plan 2022-2027

Vision: Empowering Individuals. Advancing Communities.

Mission: ASU-Newport will provide accessible, affordable, innovative learning opportunities that transform lives and strengthen the regional economy.

Values: ASUN's core values of belonging, compassion, diversity, innovation and integrity shall drive our institutional priorities and goals.

- **Belonging**… acceptance, support, and engagement of all people to ensure they feel welcome, valued, and that their perspective matters.
- **Compassion**… kindness, empathy, and service to others stemming from a desire to help and make a positive difference in a person's life.
- **Diversity**… respect, understanding, and appreciation for all people regardless of real and perceived differences.
- **Innovation**… encouragement and adoption of forward-thinking ideas that allow for sustainability, growth, responsible stewardship of resources, and academic advancement.
- **Integrity**… consistent adherence to strong moral and ethical principles including respect, loyalty, trust, and accountability.

Strategic Priority 1: Student Success

Develop and implement a holistic student life model that reduces barriers and engages students. Provide high-impact growth and development opportunities recognizing the diversity of students.

Focus areas:

- Customer service
- Enrollment management
- Guided pathways
- Holistic student supports

Key Performance Indicators (KPIs):

- Institutional data
    - Graduation/completion rates
    - Credentials awarded
    - Retention rates
    - Persistence rates
    - Application-to-admission ratio
- ASUN-administered surveys
    - Student satisfaction survey
    - Student engagement activity surveys
    - Graduation surveys
    - End of term assessment reports
    - Student course assessments (EvalKits)
- Third-party surveys
    - Community College Survey of Student Engagement (CCSSE)
    - Survey of Entering Student Engagement (SENSE)
- Other measures
    - Co-curricular assessment
    - Student organizations
    - Student competitions
    - Student engagement activities offered and participation rates

Strategic Priority 2: Employee Success

Embrace employee-centric processes and opportunities to enhance recruitment, job satisfaction, and retention. Foster a culture that supports diversity, equity, and inclusion.

Focus Areas:

- Culture
- Onboarding
- Recruiting
- Retention

Key Performance Indicators (KPIs):

- Institutional data
    - Faculty retention/attrition rate
    - Staff retention/attrition rate
    - Employee demographics
    - Continuing education
    - Rank and promotion
    - Compensation plans
- ASUN-administered surveys
    - Employee exit surveys
    - Quarterly new employee survey through year 1 of employment
- Third-party surveys
    - Community College Faculty Survey of Student Engagement (CCFSSE)
    - Higher Education Data Sharing Consortium (HEDS) Diversity and Equity Campus Climate Survey
    - Personal Assessment of the College Environment (PACE) Climate Survey for Community Colleges
- Other measures
    - Professional development tracking
    - Diversity, equity and inclusion initiatives/activities and surveys

Strategic Priority 3: Institutional Excellence

Advance a culture of responsible stewardship that enhances effectiveness and efficiency. Utilize data-driven decision-making to strengthen operational systems and processes.

Focus Areas:

- Data-driven decision-making
- DE&I
- Fiscal sustainability
- Infrastructure

Key Performance Indicators (KPIs):

- Institutional data
    - Composite Financial Index (CFI)
    - Composite Financial Index-Governmental Accounting Standards Board (CFI-GASB)
    - Foundation balance
    - Productivity funding metrics tracking
    - Edify trends/benchmarking
    - Audit reports
    - Grant funding and tracking
    - Minority Recruitment and Retention Report
- Other measures
    - Master Plan progress tracking
    - Technology audit and replacement schedule/timeline
    - Diversity, equity and inclusion plan and benchmarks

Strategic Priority 4: Community Engagement

Cultivate and strengthen partnerships that support the college mission and the common good. Serve and engage communities to promote social, economic, and cultural growth.

Focus Areas:

- Accessibility
- Branding
- Partnerships
- Service

Key Performance Indicators (KPIs):

- Institutional data
    - Partnerships
    - Scholarships
    - Endowment/donations
- ASUN-administered surveys
    - Advisory committee satisfaction survey
    - Clinical/internship/apprenticeship employer survey
    - Lifelong learning courses offered and satisfaction survey
    - Workforce courses offered and satisfaction survey
- Other measures
    - Community service tracking
    - Community events hosted on campuses and attendance
    - Civic group engagement tracking

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1000

ACTION ITEM: Henderson State University (Henderson) requests approval of a Campus Operating Procedure: Health Benefits, Basic Life Insurance, and Miscellaneous Benefits upon Retirement.

ISSUE: Board approval for the proposed Operating Procedure is necessary, because it deviates from the ASU System Policy on Early Retirement Benefits and overrides provisions of the Henderson Faculty Handbook.

BACKGROUND:

- In February of 2022, campus administration announced to the campus community that it intended to seek approval from the Board to adopt a revised retirement policy, effective July 1, 2022.
- Currently, under a provision entitled "Early Retirement" in the Henderson Faculty Handbook (Section V.B.6, found at pgs. 62-63), Henderson offers faculty members, who meet retirement eligibility requirements, to continue their University-subsidized health benefits and life insurance at the same rate as active employees, until they reach the age of eligibility for Medicare, or until they accept other employment offering comparable benefits.
- As part of the cost-control measures taken during the financial exigency process, Henderson announced that staff members, who met the eligibility requirements set out in the "Early Retirement" section of the Faculty Handbook, would also be permitted to take advantage of the benefits offered in that section, if they did so on or before June 30, 2022.
- In light of Henderson's current financial position, the University needs to avoid creating additional liability for Other Post-Employment Benefits (OPEBs), such as subsidized health benefits premiums for future (post-July 1, 2022) retirees and their dependents. Moreover, Henderson does not currently foresee being able to afford to offer such OPEBs.
- Under the proposed Operating Procedure, full-time, benefits eligible Henderson employees who qualify for retirement would be permitted to continue their participation in the ASU System health plan, until they reach the age of Medicare eligibility, or until they become eligible for similar benefits under any other arrangement for members in a group plan. However, the retiree would be responsible for the entire cost of the applicable health benefits premiums. Basic life and accidental death and dismemberment insurance will continue at no cost to the retiree and will terminate on the same timeline as the health benefits.

EXECUTIVE SUMMARY Contact: Jeff Hankins (501) 660-1000

- This proposal does not impact the retirement benefits currently being received by Henderson retirees or any current Henderson employee who elects to retire on or before June 30, 2022.
- A copy of the proposed Campus Operating Procedure: Health Benefits, Basic Life Insurance, and Miscellaneous Benefits upon Retirement, is attached to this resolution.

RECOMMENDATION/RESOLUTION:

Be it resolved that the Henderson State University Operating Procedure: Health Benefits, Basic Life Insurance, and Miscellaneous Benefits upon Retirement is approved, effective July 1, 2022. The Board further exempts Henderson employees from coverage under the ASU System Policy: Early Retirement Benefits, and approves this Operating Procedure to override and replace the "Early Retirement" provisions of the Henderson Faculty Handbook, or in any other campus document that might include provisions relating to the subject matter covered in the Operating Procedure.

Niel Crowson, Secretary

Christy Clark, Chair

Henderson State University

Campus Operating Procedure

Health Benefits, Basic Life Insurance, and Miscellaneous Benefits Upon Retirement

Scope and Applicability

This Operating Procedure applies to all full-time employees of Henderson State University, regardless of when their employment with Henderson commenced. By resolution of the Arkansas State University System Board of Trustees on June 2, 2022 (Board Resolution No. 22-___), only this Operating Procedure, and not the ASU System Policy: Early Retirement Benefits, applies to Henderson employees. Nothing in this Operating Procedure affects the provisions or requirements of the various retirement plans available to Henderson employees (such as the ASU System TIAA-CREF Plan).

This Operating Procedure overrides and replaces the "Early Retirement" provisions of the Henderson Faculty Handbook as of the effective date provided below.

Effective Date

This Operating Procedure is effective as of July 1, 2022.

Purpose

This Operating Procedure provides certain benefits for eligible Henderson employees upon their retirement from the university in recognition of their dedicated and lengthy service. These benefits will be available only to the extent allowed by the existing financial conditions of the university.

Eligibility

Full-time, benefits-eligible Henderson employees are eligible to receive benefits upon retirement from the university if they meet one of the follow requirements:

- **Employees between the ages of fifty-five (55) and sixty (60) shall become eligible for benefits provided under this Operating Procedure in the calendar year in which the sum of their age and the number of years of continuous full-time service to the university totals seventy (70).**
- **Employees sixty (60) years of age and older are eligible for benefits provided under this Operating Procedure in the calendar year in which they have at least ten (10) years of continuous full-time service to the university.**

Other Provisions

Early Retirement Incentive. Periodically the institution may offer a special incentive in the interest of providing salary savings and other advantages for the university. Details will be provided at the time of offering.

Health Benefits. At the time of their retirement, eligible retirees may continue to purchase health benefits coverage for themselves and their eligible dependents, at full cost, under the provisions of the ASU System health benefits program. No university subsidy will be provided or applied toward premiums.

Basic Life and Accidental Death and Dismemberment Insurance. Basic life and accidental death and dismemberment insurance will be provided at no cost to the retiree in an equal amount to that scheduled at the time of and in effect immediately prior to the retiree's retirement.

Dental and/or Vision Insurance. At the time of their retirement, eligible retirees may continue to purchase dental and/or vision insurance coverage for themselves and their eligible dependents, at full cost, under the provisions of the ASU System benefits program. No university subsidy will be provided or applied toward premiums.

Other Miscellaneous Benefits. Persons retiring under this plan will continue to receive tuition waivers as provided to full-time employees, library access, and may attend Henderson functions the same as full-time Henderson employees.

University administration reserves the right to amend or modify these retiree benefits.

Termination of Benefits

The health benefits and basic life and accidental death and dismemberment insurance provided or made available to retirees under this Operating Procedure will terminate at the earlier of: (a) the age at which the retiree becomes eligible for Medicare coverage or (b) the date the retiree becomes eligible for similar benefits under any other arrangement for members in a group plan, whether group insured or self-insured.

The health benefits and basic life and accidental death and dismemberment insurance provided or made available to a covered spouse of the retiree under this Operating Procedure shall terminate the earlier: (a) when such benefits terminate for the retiree or (b) the spouse becomes eligible for Medicare. Should the spouse of a retiree not have reached the age of Medicare eligibility at the time benefits to the retiree are terminated, the retiree may pay the cost of continuing such health benefits coverage until such time as the spouse becomes eligible for Medicare. However, the covered spouse's basic life and accidental death and dismemberment insurance will terminate at the time the eligible retiree's benefits terminate.

The health benefits for unmarried dependents, if covered at the time the retiree retires, will terminate at the earlier of (a) the date on which the eligible retiree's benefits terminate, (b) 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 (c) the date on which they no longer meet the dependency requirements of the plan.

University administration reserves the right to amend or modify termination of benefits.

Retirees Unused Sick Leave Compensation

After 10 years of continuous service and upon retirement from Henderson, if an eligible retiree has unused sick leave (none of which has been donated from the catastrophic leave bank) at the time of retirement, then sick leave will be paid in accordance with the rates, computations, and limitations for the payment of unused sick leave under Ark. Code Ann. § 21-4-501, provided that the financial condition of the university allows.

Responsibility

It is the responsibility of the Human Resources Department to provide retirement information to employees upon request. Determination of eligibility will be made by Human Resources and approved by the Chancellor.

Arkansas State University System
Board of Trustees
June 2, 2022
Resolution 22-34

EXECUTIVE SUMMARY Contact: Chuck Ambrose (870) 230-5091

ACTION ITEM: Henderson State University (HSU) requests approval to enter into agreements submitted for the purpose of allowing certain employees to conduct private camps on and in HSU facilities.

ISSUE: Henderson State University wishes to contract with certain employees to conduct private camps on the HSU campus. Such camps are designed to bring future students to the campus and expose them to its facilities and personnel while engaging in program activities. Additionally, funds are generated and paid to HSU to cover the use of its facilities and auxiliary services.

BACKGROUND:

- A.C.A. § 6-62-401 authorizes the Boards of Trustees of state institutions of higher learning to grant permission to employees of such institutions to conduct, on and in campus facilities, certain outside work for private compensation (as described in the Act). Employees are to be engaged in this outside work only after they have fully discharged their employment responsibilities to such institutions. Employees who accrue annual leave are required to take their annual leave during these camp periods.
- The Act grants the Board the non-delegable duty to make express findings of fact as follows:
  - the activities in question involve no conflict of interest with the mission and purpose of the institution itself;
  - the proposed activities would bring to the campus a significant number of persons who are potentially future students, who might tend to enroll on that campus as a result of their exposure to its facilities and its personnel while engaged in these activities; and
  - the contemplated activities will, as a part thereof, generate funds to be paid to the state institution for housing, meals, and for the use of institutional resources that will produce significant revenues in support of the auxiliary functions of the particular campus serving its enrolled students.
- All agreements will comply with A.C.A. § 6-62-401.

RECOMMENDATION/RESOLUTION:

Be it resolved that Henderson State University is approved to enter into agreements submitted for the purpose of allowing certain employees to conduct private camps on and in HSU campus facilities, effective July 1, 2022, through June 30, 2023.

Niel Crowson, Secretary

Christy Clark, Chair