

**AGENDA**  
**ARKANSAS STATE UNIVERSITY**  
**BOARD OF TRUSTEES**

**March 6, 2009**

**10:00 a.m.**

**Searcy Campus**

- I. Call to Order  
Mrs. Florine Tousant Milligan, Vice Chair
- \*II. Approval of the Minutes of Meeting  
December 12, 2008
- III. President's Report  
Reports of the Chancellors
- \*IV. Agenda
  - Proposed ASU System Resolutions
    - Resolution approving ASU System to transfer the property management of the Arkansas Services Center to the State of Arkansas.
    - Resolution approving the ASU System Internal Audit Charter.
    - Resolution approving the ASU System to establish that the current policy for educational privileges does not apply to members of the ASU Board of Trustees.
  - Proposed ASU-Jonesboro Resolutions
    - Resolution approving ASU-Jonesboro to establish a Restricted Fund for Building Maintenance for the Donald W. Reynolds Center for Health Sciences.
    - Resolution approving ASU-Jonesboro to grant an honorary degree.
    - Resolution approving ASU-Jonesboro to change the name of the Department of Languages to the Department of World Languages and Cultures.
    - Resolution approving ASU-Jonesboro to offer the Biotechnology Emphasis for the Master of Science Degree in Biology.

- **Proposed ASU-Mountain Home Resolutions**
  - **Resolution approving ASU-Mountain Home to enter into an agreement to offer the UAMS Bachelor of Science in Dental Hygiene degree on campus.**
  - **Resolution approving ASU-Mountain Home to make and sign a Delta Regional Authority grant pre-application.**
- **Proposed ASU-Newport Resolutions**
  - **Resolution approving ASU-Newport to offer a Technical Certificate in Welding.**
  - **Resolution approving ASU-Newport to offer a Certificate of Proficiency in Renewable Energy Technology and a Technical Certificate in Renewable Energy Technology.**

**V. Executive Session**

**\*VI. Approval of Personnel Actions**

**VII. Other Business**

**\*VIII. Adjournment**

**\*Action Items**

**Arkansas State University  
Board of Trustees  
March 6, 2009**

The Arkansas State University Board of Trustees met on March 6, 2009, in the Workforce Training Room of the Technology East Building on the Searcy campus.

Mrs. Florine Milligan, Vice Chair of the Board of Trustees, called the meeting to order at 10:02 a.m. Board members present were: Mrs. Florine Milligan, Mr. Howard Slinkard, Mr. Ron Rhodes, and Mr. Mike Gibson. Mr. Mike Medlock was absent due to illness. Dr. Rockey E. Starnes, pastor of St. Paul United Methodist Church, delivered the invocation.

**Minutes:**

Upon motion by Mr. Slinkard, second by Mr. Gibson, the minutes of December 12, 2008, were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson,

NAYS: None

Mr. Don Harlan, vice chancellor for Workforce and Economic Development of ASU-Searcy welcomed everyone to the campus. He gave a brief history of the campus along with a schedule of events for the afternoon building dedication ceremony and open house.

**Campus Reports**

**System – Dr. Les Wyatt, President**

- As part of the federal economic stimulus initiatives, several funding measures have been introduced that may have an impact on higher education. All campuses have put forward considerations for distribution from those funds. Budgets have been developed and approved for the remainder of the fiscal year. Two of the five

two-year schools in Arkansas to receive funding from the federal continuing resolution were within the ASU System. Credit was given to the work of Senators Mark Pryor and Blanche Lincoln and Congressman Marion Berry in bringing attention to the issues confronting ASU.

- The January ice storm affected the Jonesboro, Newport, and Mountain Home campuses. Campus leadership came together to provide a safe, secure environment for faculty, staff, and students and provided assistance to the communities they serve.
- Higher education was included in the Governor's balanced budget proposal that would provide funding within the revenues available to all the state agencies. None of the institutions of higher education will receive much of an increase in appropriations in the coming biennium. The campuses will have minimal tuition and fee increases, if any at all. At the beginning of the next biennium, a change in procedure will be made that will allow the Legislature to have an opportunity to consider appropriations annually.
- Several bills have been introduced to create new statutes. One such bill was the transfer bill introduced by Representative Mike Burris. This bill will have a significant impact on the transfer between the two- and four-year campuses within the state. A meeting of the chief academic officers of all ASU campuses will be held following the board meeting to discuss the best response to this bill. The goal will be to make the transfer process between the two- and four-year campuses as seamless for the students as possible.

### **ASU-Newport – Chancellor Larry Williams**

- Enrollment for the spring semester is 1,879 students. This represents a 36% overall enrollment increase and a 13% increase on the Newport campus alone. Additional information distributed contained information by institution within the state related to the fall term student headcount, unduplicated headcount, FTE enrollment, and composite information relating to student demographic profiles.
- The Workforce Training Consortium Board in Jonesboro has committed \$151,000 to purchase the Mechatronics system that will be needed to implement the Manufacturing Technology program at the ASU Technical Center in Jonesboro.
- The Transportation Technology Center at Newport as well as the project on the Marked Tree campus will be completed this month. The construction on the campus of the ASU Technical Center in Jonesboro should be completed in July.
- ASU-Newport was one of three two-year colleges in Arkansas recognized as a United States Presidential Community Service Award winner. This was their second consecutive year to receive this honor.
- On March 31, there will be a dinner to recognize donors to the ASUN Capital Campaign. In addition, a ribbon cutting ceremony will be held on April 2 for the Transportation Technology Center.

### **ASU-Mountain Home – Chancellor Ed Coulter**

- Spring enrollment set a record at 1,305 students, which is a 6% increase in headcount and an 8.5% increase in FTE.
- The campus landscape sustained major losses during the ice storm. One estimate of \$480,000 was received. However, the ASUMH staff assisted by inmates from the North Central Correctional Facility at Calico Rock worked to clear and restore

the grounds. Within 24 hours, faculty and staff had notified students taking on-line classes that adjustments would be made for course work when electrical power was restored. Additional funds are needed to continue construction of the Vada Sheid Community Development Center. The current contract is for \$12 million with an expected completion date of summer 2009. The federal stimulus bill does not allow funding for new construction. Approximately \$2 million of the total \$4 million needed to complete the building has been raised. Credit was given to the efforts of Congressman Marion Berry and Senators Blanche Lincoln and Mark Pryor in securing these funds.

- College Goal Sunday was a success with double the number of participants over last year's event.
- Over 49% of eligible employees have signed up for the Blue and You Fitness Challenge.
- A Trout Resource Center is being proposed to be included in the Vada Sheid Community Development Center. The center will be a museum/education entity emphasizing water resources and a trout hall of fame. This project has the support of a number of well-known individuals in outdoor sports.

**ASU-Beebe – Ms. Stephanie Nichols, Assistant to the Chancellor**

Chancellor Eugene McKay was attending an exit interview with an accreditation team for the Veterinary Technology program.

- Graduation will be held on April 30 for students receiving technical certificates and certificates of proficiency. On May 1, Jonesboro bachelors and masters degrees will be presented with Attorney General Dustin McDaniel as speaker. ASU-Heber Springs' graduation is scheduled for May 2.

- A wellness program has begun for all ASU-Beebe campuses to encourage employees to become more physically fit. In an effort to promote wellness, on June 1, 2009, ASU-Beebe will become a tobacco-free campus.
- A search will begin in April for a vice chancellor for ASU-Heber Springs. Chris Boyett will serve as interim vice chancellor.
- Beebe is a member of the Arkansas Association of Two-Year Colleges Aviation Training Consortium. This consortium received a \$2.9 million federal grant to train employees for the Arkansas aviation industry.

**ASU-Jonesboro – Chancellor Robert Potts**

- A project has been submitted to the Arkansas Department of Higher Education for stimulus funding. The proposal was to modernize, renovate/repair facilities that are used in instruction, research, and student housing, which would include lighting, retrofits, mechanical systems upgrades, technology, and instructional upgrades in classrooms, labs, and buildings.
- An \$86.8 million project list was developed by Jonesboro campus administrators for submission to the ADHE in anticipation of stimulus funding.
- An invitation was extended to all to attend a centennial celebration event on April 1. This date marks the actual day of the signing of Act 100 which created Arkansas State University and three sister institutions. Dr. Ruth Hawkins and the Centennial Commission have a number of special events planned for that day.

**ASU-System Resolutions:**

- Resolution 09-01 approving the ASU System to transfer the property management of the Arkansas Services Center to the State of Arkansas.
- Resolution 09-02 approving the ASU System Internal Audit Charter.

- Resolution 09-03 approving the ASU System to establish that the current policy for educational privileges does not apply to members of the Board of Trustees.

Dr. Wyatt explained that ASU has had property management of the Arkansas Services Center located in Jonesboro for 40 years. The lease is now expiring and the resolution will allow the transfer of the facility and all of the liabilities to be returned to the State of Arkansas. Resolution 09-02 is a formal approval of a System Internal Audit Charter necessary to comply with the standards required by the Institute of Internal Auditors. Resolution 09-03 addresses the current policy for educational privileges and tuition discounts for employees and their dependents. The policy is silent with respect to extension of these privileges to the trustees. The proposed resolution will restrict the application of the policy to members of the Board of Trustees.

Upon motion by Mr. Rhodes, second by Mr. Gibson, Resolutions 09-01 through 09-03 were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

**ASU-Jonesboro Resolutions:**

- Resolution 09-04 approving ASUJ to establish a Restricted Fund for Building Maintenance for the Donald W. Reynolds Center for Health Sciences.
- Resolution 09-05 approving ASUJ to grant an honorary degree to Charlotte V. Beck.
- Resolution 09-06 approving ASUJ to change the name of the Department of Languages to the Department of World Languages and Cultures.



- Resolution 09-07 approving ASUJ to offer the Biotechnology Emphasis for the Master of Science Degree in Biology.

Dr. Wyatt said a resolution is required by the Reynolds Foundation in order to proceed with the opening of the Donald W. Reynolds Center for Health Sciences. The proposed resolution for the honorary doctorate degree to be awarded to Mrs. Charlotte Beck has followed the due process that was approved to consider the granting of an honorary degree upon recommendation of a campus. The final two resolutions for ASUJ address a department name change and a program emphasis.

Upon motion by Mr. Slinkard, second by Mr. Rhodes, Resolutions 09-04 through 09-07 were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

**ASU-Mountain Home Resolutions:**

- Resolution 09-08 approving ASUMH to enter into an agreement to offer the UAMS Bachelor of Science in Dental Hygiene degree on campus.
- Resolution 09-09 approving ASUMH to make and sign a Delta Regional Authority grant pre-application.

Dr. Wyatt commended the work of ASUMH personnel in establishing an agreement to partner with UAMS in offering this unique program. The second resolution deals with a grant pre-application to the Delta Regional Authority, which is a funding source agency that involves a number of institutions and organizations throughout the Delta area.

Upon motion by Mr. Gibson, second by Mr. Rhodes, Resolutions 09-08 and 09-09 were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

**ASU-Newport Resolutions:**

- Resolution 09-10 approving ASUN to offer a Technical Certificate in Welding.
- Resolution 09-11 approving ASUN to offer a Certificate of Proficiency in Renewable Energy Technology and a Technical Certificate in Renewable Energy Technology.

Chancellor Williams explained that the Technical Certificate in Welding will be awarded through the ASU Technical Center at Jonesboro. The renewable energy program initially will be on the Newport campus because Newport is one of five two-year institutions involved in the Arkansas Delta Technical Education Training Consortium (ADTEC). As part of ADTEC, Newport is in the second year of a renewable energy grant that assists in the funding for curriculum development and implementation of the program.

Upon motion by Mr. Gibson, second by Mr. Rhodes, Resolutions 09-10 and 09-11 were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

Upon motion by Mr. Rhodes, second by Mr. Gibson, the board voted to retire into executive session at 10:59 a.m.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

Mrs. Milligan announced, "This body has voted to retire into executive session to consider the personnel action items. We will reconvene in public session following this executive session to present and vote on any action arrived at in private."

Mrs. Milligan reconvened the board at 11:59 p.m.

Upon motion by Mr. Rhodes, second by Mr. Gibson, the academic appointments for Jonesboro and Beebe were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

Upon motion by Mr. Slinkard, second by Mr. Rhodes, the academic reassignments of duty for Jonesboro were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

Upon motion by Mr. Gibson, second by Mr. Slinkard, the nonacademic appointments for Jonesboro, Beebe, and Mountain Home were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

Upon motion by Mr. Rhodes, second by Mr. Gibson, the nonacademic reassignments of duty for Jonesboro and Beebe were approved.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

Upon motion by Mr. Slinkard, second by Mr. Rhodes, the contract extension for Jonesboro was approved.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None

**Other Business:**

Dr. Eugene McKay announced that Governor Beebe will arrive at 1:00 p.m. for the open house and dedication ceremony, which will be followed by tours of new and renovated buildings.

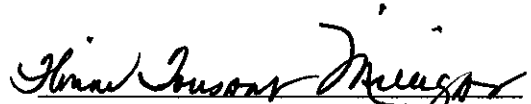
With no further business and upon motion by Mr. Gibson, second by Mr. Rhodes,  
the meeting adjourned at 12:03 p.m.

AYES: Milligan, Slinkard, Rhodes, Gibson

NAYS: None



Howard L. Slinkard, Secretary



Florine Tousant Milligan, Vice Chair

**EXECUTIVE SUMMARY**

Contact: Jennus Burton (870) 933-7950

**ACTION ITEM:** Arkansas State University System (ASU System) requests authority to transfer the property management of the Arkansas Services Center (ASC) to the State of Arkansas.

**ISSUE:** Arkansas State University-Jonesboro (ASUJ) has managed the Arkansas Services Center for 40 years. The original financing will be paid off on September 30, 2009 and ASUJ will no longer have the legal responsibility to serve as the on-site property manager.

**BACKGROUND:**

- Arkansas State College acquired 117 acres of land located in Craighead County. The property is now defined by Brown's Lane on the west, Race Street on the north, Frontage Road on the south, and private acreages adjoining the property on the east (see Attachment).
- The State of Arkansas had several service units that required building space in the Jonesboro area; however, the state did not have the capital with which to build a new building, nor did adequate office space exist in the Jonesboro market for lease. Consequently, the Board of Trustees of the Arkansas State College was asked to use its bonding authority to construct the state facility on a portion of the acreage. The final design of the building included 156,570 square feet.
- The Board of Trustees issued bonds in the amount of \$2,250,000 at an interest rate of 4.5% for 40 years. The final maturity of the bonds is October 1, 2009. The board required financial sureties from the state agencies and protected its financial position by having the state agencies sign leases that spanned the length of the financing. ASU further protected its financial exposure by requiring the state agencies to assign the property management oversight to Arkansas State College until the bonds were paid and the leases expired.
- ASUJ has been managing the Arkansas Services Center since its construction completion in 1968. The current state agencies leasing space in the ASC and their ownership interests pursuant to the leases are as follows:

• Dept of Health and Human Services, Behavioral Health Services	82,747 sq ft	52.85%
• Dept of Health and Human Services, AR Rehabilitation Services	49,821 sq ft	31.82%
• Arkansas State University	14,530 sq ft	9.28%
• Dept of Health and Human Services, Children and Family Services	6,936 sq ft	4.43%
• Dept of Health and Human Services, Services for the Blind	<u>2,536 sq ft</u>	<u>1.62%</u>
<b>TOTAL</b>	<b>156,570 sq ft</b>	<b>100.0%</b>

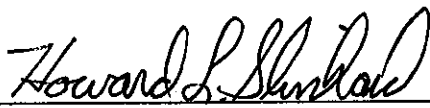
**EXECUTIVE SUMMARY**

Contact: Jennus Burton (870) 933-7950

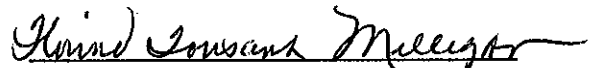
- Once the bonds are paid, the state agencies may exercise their ownership rights by paying one dollar. The state agencies have all expressed the desire to exercise their ownership options, and the building will be owned by the State of Arkansas on October 1, 2009, or the payoff date of the bonds. Consequently, the property management responsibilities should also transfer from ASUJ to the state agency responsible for managing state property, or the Arkansas Building Authority (ABA).
- ABA has requested a state appropriation for the 09-11 Biennium to assist with the management of the property. ASUJ and ABA will formally transition the property management from the date of approval of the Board of Trustees until the bond payoff date of September 30, 2009.
- All of the maintenance employees are currently employees of Arkansas State University; however, they were notified approximately one year ago that they may transfer to other ASUJ vacant positions with similar titles, or remain employees of the state by transferring to employment under ABA.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that the Arkansas State University System is approved to transfer the property management responsibilities for the Arkansas Services Center from Arkansas State University-Jonesboro to the Arkansas Building Authority, a division of the Arkansas Department of Finance and Administration effective October 1, 2009.



Howard L. Slinkard, Secretary



Florine Tousant Milligan, Vice Chair

**EXECUTIVE SUMMARY**

Contact: Jennus Burton (870) 933-7950

**ACTION ITEM:** Arkansas State University System (ASU System) requests approval for the Internal Audit Charter.

**ISSUE:** The Institute of Internal Auditor's (IIA) *International Standards for the Professional Practice of Internal Auditing* (Standards) requires that institutions have an Internal Audit Charter approved by the board.

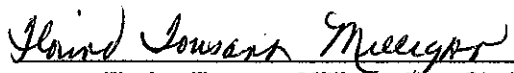
**BACKGROUND:**

- The Internal Audit function for Arkansas State University was transferred to the ASU System from the Arkansas State University-Jonesboro campus effective January 1, 2008.
- The ASU System Internal Audit mission is to "support the campuses of the ASU System in the pursuit of their mission by evaluating the adequacy of internal controls, accuracy of financial records, and compliance with standard accounting practices, government and state regulations, and university policies and procedures."
- The Internal Audit function will review accounts and procedures on all of the ASU System campuses.
- The standards require that institutions have an Internal Audit Charter approved by the board.
- By approving the attached charter, the Board of Trustees provides the President and Internal Audit staff with the authority to conduct audits on all of the ASU System campuses.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that the Arkansas State University Board of Trustees approves the Arkansas State University System's Internal Audit Charter, effective March 6, 2009.

  
Howard L. Slinkard, Secretary

  
Florine Tousant Milligan, Vice Chair

# **Arkansas State University System**

## **Internal Audit Charter**

### **INTRODUCTION**

The Arkansas State University System (ASU System) Internal Audit function performs an independent appraisal activity for the review of internal controls, financial and compliance aspects, and operating procedures as a service to the Board of Trustees and university administrators.

### **PURPOSE**

The Internal Audit function is a continuous independent management control and appraisal activity established within the university to review accounting, financial and other operations to determine for the ASU System President and Board of Trustees that:

1. Assets are safeguarded and their use is properly accounted for;
2. Accurate financial and managerial control exist and function properly;
3. Recommendations are made for appropriate improvements in controls; and
4. Management plans, policies and procedures are carried out and executed efficiently and effectively.

### **ORGANIZATION**

The coordination of the ASU System's internal auditing function is the responsibility of the Assistant Vice President for Administration (AVPA). The AVPA operates under the general administrative oversight of the Vice President for System Operations (VP) and reports to the ASU System President. The VP is assigned responsibility for the day-to-day operation of the internal audit program to provide support and supervision of Internal Audit and to assure the adequacy of the management responses to audit reports issued by the AVPA and follow-up on audit issues.

### **AUTHORITY**

The ASU System Internal Audit staff is authorized full, free, and unrestricted access to all university functions, records, property, and personnel relevant to the subject under review within the entire ASU System. Documents and information given to the Internal Audit staff during an engagement are handled in the same prudent manner as by those employees normally accountable for them. The confidential and privileged character of the documents and information is not affected solely by disclosure to the audit staff.

Internal Audit has neither direct responsibility for, nor authority over, any of the activities, functions, or tasks it reviews. Accordingly, Internal Audit does not develop or write policies or procedures that they may be later called upon to evaluate. Draft materials, developed by management, may be reviewed for propriety and/or completeness. However, ownership and responsibility for any materials remains with management.



Acting in the capacity of an Internal Auditor, audit staff should not perform any operational duties for the ASU System or its affiliates, initiate or approve accounting transactions external to Internal Audit, or direct the activities of any ASU System employee not employed by Internal Audit, except to the extent such employees have been assigned to otherwise assist the internal auditors.

## **RESPONSIBILITY**

Meaningful internal auditing requires cooperation among the Internal Auditors, campus administration, and the auditee. Each party's responsibilities in this regard include but are not limited to the following:

### **AVPA:**

- Develop a flexible annual audit plan using an appropriate risk-based methodology, including any risks or control concerns identified by management, and submit that plan to the ASU System President and VP.
- Implement the annual audit plan, as approved, including as appropriate any special tasks or projects requested by management or the Board of Trustees.
- Maintain a professional audit staff with sufficient knowledge, skills, and experience.
- Issue periodic reports summarizing results of audit activities to the ASU System President, with copies sent to the Chair of the Board of Trustees, and the VP.
- Perform investigations of suspected fraudulent activities within the ASU System and notify the ASU System President of the results with copies given to the Chair of the Board of Trustees, VP, and appropriate members of campus management.
- Consider the scope of work of external auditors and other regulatory agencies, as appropriate, for the purpose of providing optimal audit coverage to the ASU System at a reasonable overall cost.

### **Internal Audit Office:**

- Examine and evaluate the controls, policies and procedures, and systems in place to safeguard university assets;
- Evaluate the reliability and integrity of information and the efficient and effective use of resources;
- Review compliance with policies, procedures, laws and regulations; and
- Report results and make recommendations to the AVPA and management.

### **Administration**

- Support the Internal Audit function and communicate this support within campus units;
- Participate in the audit process;
- Provide appropriate, clear and consistent direction to the college community through written policies and procedures; and
- Follow-up on progress of corrective actions for audit findings within campus units.

## Auditee

- Cooperate with the audit process by providing unrestricted access to facilities, books and records, information, and personnel.
- Respond in writing, within 30 days, to all audit recommendations. Disagreements with recommendations or alternative solutions to identified findings are acceptable when justified in writing. Each response should contain an estimated implementation date.
- Implement agreed-upon corrective action plans.

## **AUDIT PLANNING**

An annual audit plan, based on a risk assessment process, will be systematically developed for the ASU System as a whole. The risk assessment shall consider risks within and across all components of the ASU System. Input will be solicited from the appropriate members of management at each respective campus for this purpose. Once completed, the audit plan will be submitted to the VP and ASU System President for comment and approval. The objective is to continually assess all high-risk areas of the ASU System and to evaluate critical business processes throughout the ASU System as resources permit.

When special projects are requested by campus management, the AAVP shall notify the Vice President for ASU System Operations. When demands for services exceed available resources that would significantly impact the approved annual audit plan, project priorities will be established and the audit plan amended subject to the approval of the VP, or if the changes to the plan are substantial, the ASU System President.

## **REPORTING**

Internal Audit will ensure the results of audits are properly communicated to appropriate management or operating personnel in a formal written report to the ASU System President under the signature of the AVPA. Management's responses to the audit observation(s) will be incorporated into the formal report and will itemize specific actions taken or planned to resolve the reported observation(s) or to ensure operational objectives are achieved.

Copies of completed audit reports will be provided to the Chair of the Board of Trustees, the VP, and appropriate members of campus management.

Internal Audit will produce a follow-up report on the status of management's implementation of each observation to the VP on a quarterly basis.

## **AUDIT STANDARDS AND ETHICS**

Internal Audit staff members shall subscribe to and comply with the Standards for the Professional Practice of Internal Auditing and Code of Ethics promulgated by the Institute of Internal Auditors, Inc. and the Government Auditing Standards by the Comptroller General of the United States. The department is expected to consistently demonstrate high standards of conduct and ethics as well as appropriate judgment, independence, and discretion. Members maintain a professional image and protect auditee confidences and confidential information.

**EXECUTIVE SUMMARY**

Contact: Leslie Wyatt (870) 933-7900

**ACTION ITEM:** Arkansas State University System desires to establish that the current educational privileges policy provided to Arkansas State University employees does not apply to members of the Board of Trustees.

**ISSUE:** Arkansas State University regular, full time employees, retired employees, their spouses and unmarried dependent children are afforded educational discounts for tuition. The policy is silent as to whether such benefits are available to members of the Board of Trustees.

**BACKGROUND:**

- Current Arkansas State University System policy affords regular, full time employees, retired employees, their spouses and their unmarried dependent children the privilege of enrolling for undergraduate studies on a space-available basis at a 75% discount of tuition and for graduate studies on a space-available basis at a 50% discount of tuition.
- The policy is silent as to whether educational privileges by way of tuition discounts are available to members of the Board of Trustees.
- Arkansas State University System does not intend to extend educational privileges by way of tuition discounts to members of the Board of Trustees, their spouses, or unmarried dependent children.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that the current Arkansas State University System policy for educational privileges by way of tuition discounts does not apply to members of the Arkansas State University Board of Trustees.

  
Howard L. Slinkard, Secretary

  
Florine Tousant Milligan, Vice Chair

**EXECUTIVE SUMMARY**

Contact: Robert Potts (870) 972-3030

**ACTION ITEM:** Arkansas State University-Jonesboro (ASUJ) requests approval to establish a Restricted Fund for Building Maintenance for the Donald W. Reynolds Center for Health Sciences.

**ISSUE:** ASUJ must have authority from the board to establish a Restricted Fund for Building Maintenance for the Donald W. Reynolds Center for Health Sciences.

**BACKGROUND:**

- ASUJ through the ASU Foundation, Inc. received a grant from the Donald W. Reynolds Foundation to construct and equip a new center for health sciences on the Jonesboro campus.
- The project is currently under construction and is estimated to be complete in May or June 2009. The building would then be equipped with furnishings and specialty equipment for use beginning with the fall 2009 semester.
- One of the requirements in the Construction Grant Agreement entered into among Arkansas State University Foundation, Arkansas State University, and the Donald W. Reynolds Foundation is to raise 20% of the Foundation Grant or \$2,901,668 from other sources to be held by the Arkansas State University Foundation pursuant to the Construction Grant Agreement and the Restricted Fund Agreement entered into on July 27, 2007. The funds so raised and held are to be used for building maintenance and repair of the Donald W. Reynolds Center for Health Sciences.
- According to the Construction Grant Agreement and the Restricted Fund Agreement, the building may not be occupied until all the matching funds are received or pledged.
- There is \$1,901,668 which must be raised, pledged, or otherwise set aside in order for the building to be dedicated, occupied, and used upon its completion during the summer 2009.
- The Donald W. Reynolds Foundation has agreed to allow \$1,901,668 to be set aside in a Restricted Fund for Building Maintenance within Arkansas State University-Jonesboro from current reserves as more fully shown on the agreement attached as Exhibit A.

**EXECUTIVE SUMMARY**

Contact: Robert Potts (870) 972-3030

- This arrangement will allow occupancy of the Donald W. Reynolds Center for Health Sciences upon its completion and permit fundraising to continue.

**RECOMMENDATION/RESOLUTION:**

The Arkansas State University Board of Trustees hereby approves Arkansas State University to execute the agreement attached hereto as Exhibit A and there is immediately set aside from the reserves of Arkansas State University-Jonesboro an amount of \$1,901,668 to be held in a Restricted Fund for Building Maintenance.

  
Howard L. Slinkard, Secretary

  
Florine Tousant Milligan, Vice Chair

**ARKANSAS STATE UNIVERSITY  
BOARD OF TRUSTEES**

**RESOLUTION**

**A Resolution Conferring Upon  
Mrs. Charlotte V. Beck  
The Honorary Degree Doctor of Humane Letters**

**WHEREAS, the Board of Trustees of Arkansas State University adopted procedures for the conferring of honorary degrees by Arkansas State University; and**

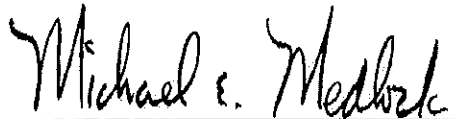
**WHEREAS, the procedures adopted by the board provide that honorary degrees are conferred to persons who serve as models worthy of emulation and respect. Nominees must have achieved the highest levels of excellence as scholars, artists, professionals, philanthropists, or public servants, and must have demonstrated personal integrity and concern for the public good; and**

**WHEREAS, such procedures require that nominations for such a degree be reviewed and approved by the Honorary Doctorate Committee and to further receive the recommendation of the chancellor of Arkansas State University-Jonesboro; and**

**WHEREAS, Mrs. Charlotte V. Beck has been duly nominated for an honorary doctorate from Arkansas State University-Jonesboro and her nomination has been properly reviewed and recommended by the Honorary Doctorate Committee, the chancellor of the university, and the president of the Arkansas State University System.**

**NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Arkansas State University that Mrs. Charlotte V. Beck shall be granted the honorary degree, Doctor of Humane Letters, from Arkansas State University-Jonesboro which said degree shall be conferred during commencement exercises on May 9, 2009.**

**DULY ADOPTED AND APPROVED, this 6th day of March 2009.**



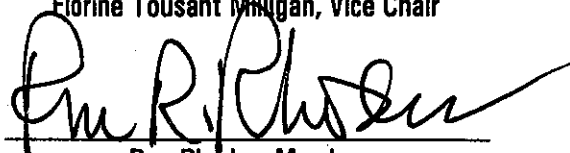
**Mike Medlock, Chair**



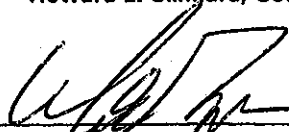
**Florine Tousant Milligan, Vice Chair**



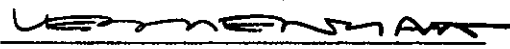
**Howard L. Slinkard, Secretary**



**Ron Rhodes, Member**



**Mike Gibson, Member**



**Leslie Wyatt, President, ASU System**

Arkansas State University  
Board of Trustees  
March 6, 2009  
Resolution 09-06

**EXECUTIVE SUMMARY**

Contact: Dan Howard (870) 972-2030

**ACTION ITEM:** Arkansas State University-Jonesboro requests approval to change the name of the Department of Languages to the Department of World Languages and Cultures.

**ISSUE:** The Board of Trustees must approve departmental and program name changes prior to notifying the Arkansas Department of Higher Education.

**BACKGROUND:**

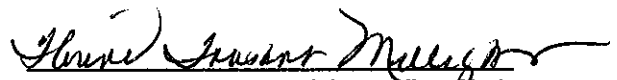
- The new department name will more accurately reflect the diversity of multilevel linguistic and cultural studies opportunities.
- The new department name is in keeping with the current trend in the discipline.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Jonesboro is approved to change the name of the Department of Languages to Department of World Languages and Cultures, effective July 1, 2009.



Howard L. Slinkard, Secretary



Florine Tousant Milligan, Vice Chair

**EXECUTIVE SUMMARY**

Contact: Dan Howard (870) 972-2030

**ACTION ITEM:** Arkansas State University-Jonesboro requests approval to offer a new degree emphasis in Biotechnology as part of the Master of Science in Biology degree.

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

**BACKGROUND:**

- There is increasing demand for professionals trained in the specific laboratory skills required for employment by molecular biology and biotechnology intensive companies.
- Few programs exist nationally with emphasis in Biotechnology, and none in Arkansas.
- The Master of Science in biology degree with an emphasis in Biotechnology is the appropriate program to train students in these specific skills.
- ASU-Jonesboro has already received requests from students for such a program, particularly from international students.
- This degree is designed as a terminal masters degree, integrating classroom courses stressing concepts and theory with an intensive laboratory experience focused on technique and acquisition of skills required by a professional biotechnologist.
- The curriculum will include 36 academic credits, including two intensive 3-hour laboratory methods courses.
- This program will satisfy the academic and training needs of a large applicant pool.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Jonesboro is approved to offer the Biotechnology Emphasis for the Master of Science Degree in Biology effective with the 2009 fall semester.

  
Howard L. Slinkard, Secretary

  
Florine Tousant Milligan, Vice Chair



**EXECUTIVE SUMMARY**

Contact: Pat Bailey (870) 508-6102

**ACTION ITEM:** Arkansas State University-Mountain Home (ASUMH) requests approval to enter into an agreement with the University of Arkansas for Medical Sciences (UAMS) and its Area Health Education Center (AHEC) North Central for a Bachelor of Science in Dental Hygiene degree to be offered on the ASUMH campus.

**ISSUE:** In response to requests from both dentists and individuals interested in pursuing a career in the field of dental hygiene, ASUMH contacted UAMS to address this workforce need in North Central Arkansas. Dental hygiene instruction is currently available in only two locations in Arkansas, Little Rock and Fort Smith. For place-bound students in northern Arkansas, the distance to these higher education institutions can be as much as 200 miles.

**BACKGROUND:**

- In 2005, UAMS and ASUMH formed a consortium to offer an Associate of Applied Science in Respiratory Care degree at ASUMH. Later, this expanded to include an Associate of Applied Science in Paramedic Technology. The two higher education institutions seek to expand their relationship to make the Bachelor of Science in Dental Hygiene program accessible to students in northern Arkansas. The four-year program offering will be funded from monies available through the AHEC North Central. The agreement will be formalized with a memorandum of understanding covering specifics for both curriculum requirements and financial aid. ASUMH will provide the general education requirements of the degree, with UAMS providing the professional coursework via distance technology. The clinical portion of the program will be offered through the Mountain Home Christian Clinic.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that ASUMH is approved to enter into an agreement allowing UAMS to offer its Bachelor of Science in Dental Hygiene degree on the ASUMH campus effective fall 2009 semester.

  
Howard L. Slinkard, Secretary

  
Florine Tousant Milligan, Vice Chair

**EXECUTIVE SUMMARY**

Contact: Ed Coulter (870) 508-6101

**ACTION ITEM:** Arkansas State University-Mountain Home (ASUMH) requests approval for Chancellor Ed Coulter to make and sign a pre-application to Delta Regional Authority (DRA) and to sign any DRA grant documents to bind ASU-Mountain Home.

**ISSUE:** The Delta Regional Authority requires that an Arkansas State University Board of Trustees resolution granting this authority be included in the grant pre-application.

**BACKGROUND:**

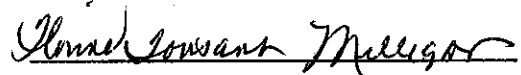
- ASU-Mountain Home is submitting a DRA Uniform Grant pre-application form in anticipation of submitting a full grant request for funding of a business development program with an emphasis on entrepreneurship.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Dr. Ed Coulter, chancellor of ASU-Mountain Home, is approved to make and sign a pre-application to Delta Regional Authority and has authority to sign any DRA grant documents to bind ASU-Mountain Home.



Howard L. Slinkard, Secretary



Florine Tousant Milligan, Vice Chair

**EXECUTIVE SUMMARY**

Contact: Larry Williams (870) 512-7851

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

**ISSUE:** The Arkansas State University Board of Trustees must approve any new certificate program for Arkansas State University-Newport.

**BACKGROUND:**

- ASUN currently offers a Certificate of Proficiency in Welding.
- The proposed expansion of ASUN's current welding program will address the needs and interests of current and prospective students.
- Students pursuing the Technical Certificate in Welding will be provided instruction in MIG (Metal Inert Gas), SMAW (Shielded Metal Arc Welding), and TIG (Tungsten Inert Gas) as well as oxyacetylene cutting, fabrication, troubleshooting equipment problems, and blueprint reading.
- After completion of the Technical Certificate in Welding, students will be employable in metal fabrication, manufacturing firms, and industrial companies for equipment repair.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Newport is approved to offer a Technical Certificate in Welding effective fall semester 2009.

  
Howard L. Slinkard, Secretary

  
Florine Tousant Milligan, Vice Chair

**EXECUTIVE SUMMARY**

Contact: Larry Williams (870) 512-7851

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

**ISSUE:** The Arkansas State University Board of Trustees must approve any new certificate program for Arkansas State University-Newport.

**BACKGROUND:**

- ASUN partners with four community colleges to form the Arkansas Delta Training and Education Consortium (ADTEC) whose purpose is to provide a regional response to workforce development for the Arkansas Delta.
- As part of ADTEC, ASUN will benefit from a Community Based Job Training Grant awarded to Phillips Community College of the University of Arkansas, the goal of which is to develop a career path in renewable energy technology.
- The Certificate of Proficiency and Technical Certificate in Renewable Energy Technology will prepare students for careers in the current and emerging alternative energy industry in eastern Arkansas where abundant resources for renewable energy exist.

**RECOMMENDATION/RESOLUTION:**

Be it resolved that Arkansas State University-Newport is approved to offer a Certificate of Proficiency in Renewable Energy Technology and a Technical Certificate in Renewable Energy Technology effective fall semester 2009.

  
Howard L. Slinkard, Secretary

  
Florine Tousant Milligan, Vice Chair

**ARKANSAS STATE UNIVERSITY-JONESBORO**  
**ACADEMIC APPOINTMENTS**  
**(Prepared for the Media)**  
**March 6, 2009**

**BOULDIN, JENNIFER**

Assistant Professor of Environmental Biology  
Effective: January 1, 2009

**BRACY, COURTNEY**

Temporary Instructor in Business Communication  
Effective: January 1, 2009

**BROWN, JEFF**

Director of Fowler Center and Associate Professor of Theatre  
Effective: January 1, 2009

**HEAD, PENNY**

Assistant Professor of Physical Therapy  
Effective: January 1, 2009

**HU, XIANKUI**

Instructor in Finance  
Effective: August 16, 2009

**KING, PATRICIA**

Chair, Department of Physical Therapy  
Effective: January 1, 2009

**TEW, PHILIP**

Instructor in Finance  
Effective: August 16, 2009

**WHITEHEAD, MALCOLM**

Assistant Professor of Physical Therapy  
Effective: August 16, 2009

**ARKANSAS STATE UNIVERSITY-BEEBE  
ACADEMIC APPOINTMENT  
(Prepared for Media)  
March 6, 2009**

**KUMPE, TRUDY**

Laboratory Instructor of Microbiology

Effective: January 7, 2009

**ARKANSAS STATE UNIVERSITY-JONESBORO**  
**ACADEMIC REASSIGNMENTS OF DUTY**  
(Prepared for the Media)  
March 6, 2009

**BEINEKE, JOHN**

**From:** Dean, College of Education Professor of Educational Administration and  
Secondary Education, and History  
**To:** Distinguished Professor of Educational Leadership  
**Effective:** July 31, 2009

**COOKSEY, LYNITA**

**From:** Interim Dean of University College; Associate Vice Chancellor for Academic Services  
**To:** Dean of University College; Associate Vice Chancellor for Academic Services  
**Effective:** January 1, 2009

**PHILLIPS, GREG**

**From:** Dean, College of Agriculture and Technology; Dean, College of Engineering; Dean,  
College of Sciences and Mathematics  
**To:** Dean, College of Agriculture and Technology; Dean, College of Engineering  
**Effective:** January 1, 2009

**ROACH, TERRY**

**From:** Associate Professor of Business Systems  
**To:** Director of the ASUJ College of Business ADTEC Business Programs at  
Mid-South Community College, West Memphis, AR  
**Effective:** January 1, 2009

**SUSTICH, ANDY**

**From:** Dean of Graduate School; Dean of Honors College  
**To:** Dean of Graduate School; Dean of Honors College; Interim Dean, College of Sciences and  
Mathematics  
**Effective:** January 1, 2009

**ARKANSAS STATE UNIVERSITY-JONESBORO**  
**NON-ACADEMIC APPOINTMENTS**  
**(Prepared for Media)**  
**March 6, 2009**

**BOWMAN, DEREK**

Development Officer

Effective: December 1, 2008

**DUNAVAN, MARK W.**

Nurse Anesthesia Clinical Coordinator

Effective: January 1, 2009

**ENGELBRECHT, MARIA**

Associate Dean of Student Affairs

Coordinator of Fitness Programs

Effective: January 5, 2009

**ERDOGMUS, A. CAN**

Research Assistant

Effective: September 16, 2008

**FINNEY, TERRY**

Director of Enrollment Services

Effective: December 1, 2008

**LESSITER, JULIE**

Associate Athletic Director for Student Services

Effective: February 9, 2009

**RAFFO, PAULA HAWKINS**

Associate Dean of Student Affairs

Effective: January 12, 2009

**SMITH, BOB E.**

Director of Custodial Services

Effective: January 5, 2009

**WILLIAMSON, PAULA**

Research Assistant - ABI

Effective: December 16, 2008



**ARKANSAS STATE UNIVERSITY-BEEBE  
NON-ACADEMIC APPOINTMENTS  
(Prepared for Media)  
March 6, 2009**

**BELL, EMILY**

Academic Coordinator of Upward Bound at ASU-Heber Springs  
Effective: January 19, 2009

**COLLIE, SUSAN**

Director of Human Resources  
Effective: January 5, 2009

**ARKANSAS STATE UNIVERSITY-MOUNTAIN HOME  
NON-ACADEMIC APPOINTMENTS  
(Prepared for Media)  
March 6, 2009**

**HALMARK, AMBER**

Technical Support Specialist thru Title III Grant  
Effective Date: February 9, 2009

**MELTON, SANDRA**

Academic Resource Specialist thru Title III Grant  
Effective Date: January 12, 2009

**ARKANSAS STATE UNIVERSITY-JONESBORO  
NON-ACADEMIC REASSIGNMENTS OF DUTY  
(Prepared for the Media)  
March 6, 2009**

**GILBERT, REGINA**

**From:** Administrative Assistant II  
**To:** Academic Advisor  
**Effective:** January 27, 2009

**HINTON, LINDA**

**From:** Secretary II  
**To:** Assistant Director of Museum  
**Effective:** September 16, 2008

**KREMERS, ED**

**From:** Interim Vice Chancellor for Finance and Administration  
**To:** Vice Chancellor for Finance and Administration  
**Effective:** January 1, 2009

**WHEELER, MARY ANN**

**From:** Secretary II  
**To:** Research Assistant  
**Effective:** December 1, 2008

**ARKANSAS STATE UNIVERSITY-BEEBE  
NON-ACADEMIC REASSIGNMENTS OF DUTY  
(Prepared for Media)  
March 6, 2009**

**BOYETT, JAMES "CHRIS"**

**From: Director of Distance Learning  
To: Interim Vice Chancellor for Arkansas State University-Heber Springs  
Effective: February 1, 2009**

**JOHNSON, CAROL**

**From: Director of Development/Continuing Education for ASU-Heber Springs  
To: Development Officer/Grants Writer  
Effective: January 1, 2009**

**ARKANSAS STATE UNIVERSITY-JONESBORO**  
**CONTRACT EXTENSION**  
**(Prepared for the Media)**  
**March 6, 2009**

**KREMERS, ED**

**Vice Chancellor for Finance and Administration**

**January 1, 2009 to June 30, 2011 (2.5-Year Contract)**