

# UAM ASSEMBLY MINUTES

**April 29, 1997**

## **Call to Order and Approval of Minutes**

The chair of the Assembly, Paul Francis, called the UAM Assembly to order at 3:16 p.m. in the UC Capitol Room. On a motion by Larry Harris and a second by Richard Clubb, the body voted to approve the minutes of the March 13, 1997 meeting.

## **Committee Reports**

**Academic Appeals Committee.** No report.

**Athletic Committee.** No report.

**Curriculum and Standards Committee.** Wayne Poniewaz, committee chair, previously e-mailed the committee report regarding the Social Work Program. Poniewaz made a motion, seconded by Gary Marshall, that the Assembly accept the report. The motion carried.

**Library Committee.** No report.

**Student Affairs.** No report.

**Teacher Education.** No report.

## **Nomination and Election of Officers for 1997-98**

Paul Francis opened the floor for additional nominations for the position of Chair, Vice-chair, Secretary, and Parliamentarian. There were no additional nominees beyond, Guy Nelson and Baylor Guy, for Chair; Kathy King and Philip Tappe for Vice-chair; Jim Roiger and Marsha Clayton for Secretary; Russell Nordeen and Kate Stewart for Parliamentarian.

Francis instructed the Assembly to mark their ballots. After the votes were tallied, it was announced that

the following were the officers for 1997-98:

Chair - Baylor Guy Vice-Chair - Philip Tappe

Secretary - Marsha Clayton Parliamentarian - Kate Stewart

## **UAM Assessment Update**

**Assessment Council, Dr. Debbie Bryant.** Dr. Bryant, council chair, expressed thanks to the faculty and professional staff who assisted with the April CAAP administrations. Administrators were Ms. Amy Charland, Dr. David Patterson, Ms. Sandra Watson, Dr. Craig Roberts, Dr. Hassan Sayyar, and Mr. Glenn Booth. They were assisted by the following proctors: Dr. Jimmie Yeiser, Dr. Bob Wiley, Mr. Archie Nimmer, Dr. Morris Bramlett, Dr. Philip Tappe, Mr. David Ray, Dr. Vera Lang, Dr. Bill Nicholson, Mr. James Cathey, Dr. Jim Edson, Dr. Robert Weih, Dr. Lynne Thompson, Dr. Richard Newman, and Mr. Imes Vaughn. All of these individuals did a fantastic job, and everything went according to plan.

A total of 112 students completed all portions of the exam. Scores should be received in May and will be distributed to academic unit heads for dissemination to faculty advisors.

The Assessment Council met recently to review the unit assessment reports, which are bound each year into one volume. A copy of this will be placed on reserve in the library. When NCA (or any accrediting body) comes to visit, they'll be able to go through all the years of assessment.

In closing, Bryant recognized those individuals who served on the Assessment Council this year. The individuals who served were:

- Dr. John Annulis, General Studies
- Dr. Art Attwell, Education
- Dr. Morris Bramlett, Sciences
- Dr. Kelly Bryant, Agriculture
- Ms. Linda Chapman, Mathematics
- Ms. Helen Guenter, Library
- Ms. Janice Hurd, Registrar
- Ms. Sally Kirst, Student Development
- Mr. David Koskoski, Music
- Ms. Angela Marsh, Business
- Mr. Jim Roiger, Arts and Languages
- Dr. Mark Schmidt, Arts and Languages
- Dr. Philip Tappe, Forest Resources

- Ms. Charlotte Taylor, Nursing
- Dr. Jerry Young, Social Sciences

## **Administrative Reports**

**Vice Chancellor for Fiscal Affairs, Ms. Linda Yeiser.** Ms. Yeiser gave a summary on all facilities: 1) We're making progress on the Library Technology Center, which is due to be finished in late 1998 or early 1999. We are currently relocating facilities such as water, sewer, telephone lines, etc. 2) The Science Center lighting and ventilation has been delayed until next summer. 3) We are taking bids and will be constructing a storage building for UAM equipment such as backhoes, manlifts, etc. 4) Due to the extremely high bids from outsiders on moving the HVAC units, UAM employees will be moving the old library's HVAC units to the Fieldhouse instead of hiring it out. 5) We're considering branching a line from the new air-conditioning unit in the Library Technology Center to Horsfall and Willard Hall. 6) The residence hall committee is trying to decide whether to renovate or reconstruct the residence halls-chaired by Dean Gaston. 7) We're taking bids for four buildings to be reroofed this summer-the old (front) section of Forestry, Administration Building, MCB and the Fine Arts Center. 8) MCB windows should be in this summer as well as an elevator. The architects are going to extend the building to the left toward the post office and are going to try to match the current rock, etc. to make it look like part of the original building. This will put on all floors handicap accessible restrooms that are open to everyone. 9) Athletic facility design is finished and we're now raising funds for it.

Yeiser passed out papers on Tuition and Fees recommendations approved by Arkansas Board of Trustees, 1997-1998 Budget, and Statement of Health Plan and went over them in detail. Richard Wallace presented details about the Health Plan.

**Executive Vice Chancellor, Dr. Jack Lassiter.** Dr. Lassiter recognized the nursing faculty for getting full accreditation for a five-year period for baccalaureate degrees in the nursing program, which is due to be official by August 1997.

Congratulations were shown Steve Trana, Debbie Bryant, and Shannon Fleming for completing their doctorate degrees. It was then announced that Dr. Bryant will be joining Lassiter's staff as of June 1, 1997, as Assistant Vice Chancellor for Academic Affairs.

The people who were responsible for remodeling the Capitol Room were congratulated on their excellent work.

Preregistration numbers for the Fall are down to 1,139. That's 52 fewer students than last year.

Lassiter requested the teachers to remind students that haven't preregistered yet to do so.

Administrator Evaluation Questionnaires will need to be returned by May 7.

Richard Wallace was recognized for being acknowledged as Alpha Chi Teacher of the Year.

Special Funding has not been released yet, but is expected soon. The Cabinet has appropriated \$200,000 for special funding of equipment, one time purchases and will be able to extend that until October 1, 1998.

This summer we will be starting some minor renovations and construction on Willard Hall and will be moving the entire School of Education to the Academic Office Building. We hope to go into the Memorial Classroom Building with the Division of Arts & Languages and Division of Social Science and do some moving of faculty and reclaim some classroom space.

Lassiter discussed the cluster scheduling program that has been adopted for the Fall 1997 semester. Mr. Roiger and Ms. Kirst worked with a retention study committee and have made several great recommendations, but have run out of time to do all of them at the end of the semester. A trial program will go into effect this Fall with two groups of students. There will be 25 in each group with a common schedule and faculty. Freshman students will be recruited from Summer preregistration and Fall registration. It's a volunteer program. He encouraged the faculty to encourage students to volunteer for the program and then he praised Mr. Roiger for agreeing to research and analyze the program. Group B will have a composite ACT of 19 or above and an ACT Math and English score of 19 or above. Dr. Carpenter will teach the group English Composition; Dr. Sayyar will teach College Algebra; Mrs. Hennessey-Booth will teach Public Speaking.

Cluster schedule Group A will consist of students with an ACT below 19, with a score of 14 to 18 in Math and English sections. Mrs. Toni Boyd will teach Fundamentals of English; Mr. Jim Leslie will teach Intermediate Algebra; Dr. Marshall will teach Intro to Oral Communications; Amy Charland will teach College Skills.

Lassiter asked Mr. Roiger to comment on the Mentor Program that will be introduced this Fall. Roiger stated that volunteer faculty and staff will take five to seven incoming freshman to work with individually in an effort to help retain students. He hopes to have meetings once a month or so to create a family atmosphere and will be sending out messages about this soon. Any recommendations for specific names of the participating parties are welcome.

Dr. Lassiter concluded by thanking the faculty and staff for the great year.

**Chancellor, Dr. Fred Taylor.** Dr. Taylor began by stating that the very difficult legislative session is

over and the University did far better than we ever dreamed. We got more than \$500,000 in new operating money that we did not expect. In addition, we got a much needed \$400,000 capital grant that will provide a new water system around the entire campus, which will allow us enough water pressure for the federally mandated sprinkler system in our new building. Please try to thank the representatives and others that helped supported this water project as their primary project. It was at the forefront of the governor's plan and also the legislative plan. It might have been held for a two-year biennial, but the legislative group put it in a category to be released by December 31, 1997.

The Operating Budget, Taylor stated, was "the most difficult one since I've been here. We started \$300,000 in the hole, because of the drop in student enrollment. For every hundred students that don't show up, we'll have to adjust the budget down by \$200,000. The money Mrs. Yeiser presented today was money that is being added to a budget that had already been reduced by \$200,000, so there's only one way to make that kind of adjustment, and that's in people. We have 17 fewer people this year. Some people retired, some positions were combined, and others we didn't fill. We're getting critically short of people, however."

He congratulated the nurses and Dr. Wright on the excellent work that they have done.

There was a small capsule in Gates Hall Cornerstone. Friday at noon, this capsule will be opened in front of the University Center.

Congratulations were extended to those involved in the Mentor Program.

Taylor announced that a Recruitment Committee has been established for the University.

A committee will be established to study the need for a technical institute for this area. It could compliment this campus, if set up right. It will take a full year to do this study. Anyone interested, please contact his office.

We need to work hard on recruitment in the high schools and the region.

Dr. Taylor concluded by saying that the Board announced that they will tentatively approve the salary notification. It will come out early, just after graduation, as usual; however, it is still tentative.

## **Announcement and Adjournment.**

Paul Francis, made final comments on his duty as chairman. He congratulated and thanked the faculty for caring. The meeting was adjourned at 4:35 p.m. by Francis.

Respectfully submitted,

Baylor C. Guy

Secretary of the Assembly