

Minutes of the Meeting of the Board of Visitors
University of Arkansas at Monticello
Fine Arts Center, Spencer Gallery
January 21, 2016 - 3:00 p.m.

Board Members Present:

Roger George
Betty Gragg
George Harris, Vice Chairman
Michael Jones
Mellie Jo Owen, Secretary
Gregg Reep, Chairman
Lynn Rodgers
Linda Rowe

Executive Council Members Present:

Karla Hughes, Chancellor
Jay Hughes, Vice Chancellor for Student Affairs
Jay Jones, Vice Chancellor for Finance and Administration
Linda Rushing, Vice Chancellor for College of Technology – Crossett
Lisa Shemwell, Chief of Staff
Bob Ware, Vice Chancellor for College of Technology – McGehee
Jimmie Yeiser, Provost and Vice Chancellor for Academic Affairs
Linda Yeiser, Vice Chancellor for Advancement and University Relations

Mr. Gregg Reep called the meeting to order at 3:02 p.m.

The Board approved the minutes from the October 15, 2015 meeting.

Vice Chancellor Reports:

Mr. Jay Jones

- Retirement Plan
 - A new policy approved at the November 2015 Board of Trustees meeting will require all employees to invest at least 1% of their own funds to receive the full 5% match provided by the University.
 - This requirement will increase 1% each year until it reaches the maximum of 5% in 2020.
 - The goal in this action is to help employees be in a better position when they retire.

Dr. Jimmie Yeiser

- Spring 2016 Enrollment
 - Unofficial enrollment for all three campuses is 3,418.
 - Unofficial student semester credit hours is 33,049.
 - Concurrent enrollment had a 17% increase from last spring.

Mr. Jay Hughes

- Residence Life Update
 - Occupancy for the Spring 2016 semester is 583 students.
 - Academic performance showed a positive shift in the fall semester.

- A new housing management software has been purchased.
- Future projects may include a keyless entry for Bankston Hall and plans for renovation of Horsfall Hall.

Ms. Linda Rushing

- Crossett Campus Update
 - Personnel was discussed and the need to have quality instructors.
 - Information was provided regarding the unfortunate loss of a faculty member in December.
 - An update was given on the progress of the Workforce Alliance of Southeast Arkansas Planning Grant.

Mr. Bob Ware

- McGehee Campus Update
 - Success of the welding and nursing programs was discussed.
 - Concerns were discussed regarding the roof on the main building.
 - 40th Anniversary Celebration - goal was to raise \$40,000 for scholarships, \$60,000 has been given, as well as other gifts with the intent to purchase a digital sign for the entrance.

Mrs. Linda Yeiser

- Alumni/Advancement Update
 - Four new endowments have been established:
 - Lloyd and Peggy Crossley Family Education Scholarship
 - Gary R. and Shareen Gibbs Scholarship
 - Steven Charles Moss Scholarship for the Physical Sciences
 - Curtis W. Kyle, Jr. Veteran's Scholarship
 - Carl Preston – will be a future endowment
 - A phonathon was held in November with pledges totaling \$48,405.
 - Over 17,000 alumni association membership postcards were mailed.
 - Upcoming events:
 - UAM Alumni & Friends Day at the Races – February 20, 2016
 - UAM Alumni & Friends “NBA Night Out” – March 11, 2016
 - UAM Family Night at the Arkansas Travelers – June 2, 2016
 - UAM Homecoming – October 22, 2016

Chancellor's Remarks:

Dr. Hughes stated she has felt very welcomed and looks forward to working with all Board members. She mentioned that she has started meeting with faculty, staff, and community leaders. She asked Board members to help her and this institution as we move forward with our student success agenda. Dr. Hughes offered a special thank you to the Board for their service, as well as Jay Jones and Christy Pace for their help during the transition. She also recognized her husband, Colonel L. R. Hughes.

Chairman Reep asked Board members to review the by-laws.

The meeting adjourned at 4:00 p.m.

Minutes of the Meeting of the Board of Visitors
University of Arkansas at Monticello
Fine Arts Center, Spencer Gallery
April 14, 2016 - 4:00 p.m.

Board Members Present:

Roger George
Betty Gragg
George Harris, Vice Chair
India Holt
Michael Jones
Mellie Jo Owen, Secretary
Gregg Reep, Chair
Lynn Rodgers
Linda Rowe

Executive Council Members Present:

Karla Hughes, Chancellor
Jay Hughes, Vice Chancellor for Student Affairs
Jay Jones, Vice Chancellor for Finance and Administration and
Interim Vice Chancellor for Advancement and University Relations
Linda Rushing, Vice Chancellor for College of Technology – Crossett
Lisa Shemwell, Chief of Staff
Bob Ware, Vice Chancellor for College of Technology – McGehee

1. Mr. Gregg Reep called the meeting to order at 4:02 p.m.
2. The Board approved the minutes from the January 21, 2016 meeting.
3. Budget Preparation – Mr. Jay Jones
 - The work completed by the Executive Council has been more directly aligned strategically with this year's budget.
 - The focus of the budget cycle was student success. Budget directors were asked to provide data on retention and graduation rates, as well as prioritize their requests based on how the requested funds would impact student success.
 - The budget process this year is laying the foundation for future years.
4. Student Success – Dr. Karla Hughes
 - The Board of Visitors is an active and important advisory group for all three campuses. As the meeting formats are changed, they will be strategic in order to make Board members aware of current information regarding the institution. Meetings will also include more discussion.

- UAM's vision and goals were provided to Board members:
The University of Arkansas at Monticello will be recognized as a model, open-enrollment regional institution with retention and graduation rates that exceed its peer institutions.
Through these effort, UAM will develop key relationships and partnerships that contribute to the economic and quality of life indicators in the community, region, state – and beyond.
- Phase I of implementing a student success collaborative with the Education Advisory Board has begun. They are a consultant group, but are also coordinators for a partnership and membership in a student success collaborative. They will provide training and tools for advisors, faculty, and staff, and it will be an ongoing relationship.
- We are working diligently to have more data and use it to make decisions. The goal is for everyone to have a better understanding in order to benefit our students.

5. Tuition and Fees – Mr. Jay Jones

- Information was provided to the Board regarding proposed increases for tuition and fees, which is due to the System Office at the end of April.
- The Board expressed its support for Chancellor Hughes' vision of moving UAM forward with a plan for continuous improvement and growth in the areas of student success, professional development for faculty and staff, facility improvements, and learning and technology resource enhancements. Board members asked if it was appropriate for the Board of Visitors to endorse a motion regarding its support for the tuition and fees increase which the administration had detailed and for the purposes described by Dr. Hughes. Dr. Hughes stated that while the Board of Visitors does not govern, Board of Trustees members like to know where the Board of Visitors stand in support of the institution and especially on matters such as tuition and fee rates. Subsequently, Roger George made, and Bettye Gragg seconded the following motion which was unanimously approved.

The Board of Visitors expresses its support for the administration's plan to propose to the Board of Trustees a tuition and fees increase totaling \$25.45/credit hour (11.8%) for fiscal year 2017 for the Monticello campus and \$11.75/credit hour (12.3%) for the colleges of technology.

6. The meeting adjourned at 5:40 p.m.

Minutes of the Meeting of the Board of Visitors
University of Arkansas at Monticello
Fine Arts Center, Spencer Gallery
July 14, 2016 - 4:00 p.m.

Board Members Present:

Roger George
George Harris, Vice Chair
Michael Jones
Mellie Jo Owen, Secretary
Gregg Reep, Chair

Executive Council Members Present:

Karla Hughes, Chancellor
Peggy Doss, Interim Vice Chancellor for Academic Affairs
Jay Hughes, Vice Chancellor for Student Affairs
Jay Jones, Vice Chancellor for Finance and Administration and
Interim Vice Chancellor for Advancement and University Relations
Linda Rushing, Vice Chancellor for College of Technology – Crossett
Lisa Shemwell, Chief of Staff
Bob Ware, Vice Chancellor for College of Technology – McGehee

1. Mr. Gregg Reep called the meeting to order at 4:00 p.m.
2. The Board approved the minutes from the July 14, 2016 meeting.
3. Chancellor's Updates – Dr. Karla Hughes
 - Enrollment has been restructured and moved from Academic Affairs to Student Affairs. Data on enrollment was provided and discussed.
 - Executive Council had two retreats this summer which included discussions on marketing and branding, strategic planning, and recruiting strategies.
 - Reviews of job descriptions are being completed by each vice chancellor for their direct reports. This is important as we complete performance evaluations.
 - We are preparing for performance funding. The plan has been introduced by ADHE and an outcomes-based funding framework will be presented to the Coordinating Board at their July meeting.
4. Budget – Mr. Jay Jones

The proposal for an increase in tuition and fees, which was supported by the Board at the April meeting, was approved by the Board of Trustees. A breakdown of the budget by each campus for fiscal year 2016-2017 was discussed.

5. Welcome Week – Mr. Jay Hughes

A cross-collaborative work team began preparing for Welcome Week in March. Many activities have been planned for entering freshmen, which will help them in acclimating to the campus, have a sense of belonging, and connect with their class group.

6. Workforce Development – Mr. Bob Ware and Ms. Linda Rushing

UAM's Workforce Alliance of Southeast Arkansas has been awarded a grant from ADHE in the amount of \$988,570. This grant will enhance programs, provide technical training, and train leaders to make their respective communities ACT Work-Ready Communities.

7. Discussion and General Remarks

- Dr. Hughes introduced Dr. John Davis, Assistant Professor of Political Science, who has taken on additional duties of Director of Governmental Relations. He will be an advocate for UAM, tracking legislation and working with the General Assembly and local officials.
- The Board approved a change in the format of the next Board of Visitors meeting, which will be a tour of UAM facilities. Golf carts will be provided for Board of Visitors and Executive Council. Others are welcome to join the tour via walking or personal vehicle.

8. The meeting adjourned at 5:47 p.m.

Minutes of the Meeting of the Board of Visitors
University of Arkansas at Monticello
Fine Arts Center, Spencer Gallery
Tour of UAM Facilities
October 13, 2016 - 4:00 p.m.

Board Members Present:

Roger George
Bettye Gragg
George Harris, Vice Chair
India Holt
Michael Jones
Linda Rowe

Executive Council Members Present:

Karla Hughes, Chancellor
Peggy Doss, Interim Vice Chancellor for Academic Affairs
Jay Hughes, Vice Chancellor for Student Affairs
Jay Jones, Vice Chancellor for Finance and Administration and
Interim Vice Chancellor for Advancement and University Relations
Linda Rushing, Vice Chancellor for College of Technology – Crossett
Lisa Shemwell, Chief of Staff

1. Mr. George Harris called the meeting to order at 4:04 p.m.
2. The Board approved the minutes from the July 14, 2016 meeting.
3. Tour of Facilities - Board members and Executive Council members toured the following facilities on campus:
 - Babin Business Center
 - Horsfall Hall
 - Athletic Field
 - Steelman Field House
 - Locker Rooms for Basketball Teams
 - Natatorium
4. Discussion and General Remarks
 - Dr. Hughes explained the challenges we face with our facilities in regards to competing with other campuses, and that she and the Executive Council have begun discussing a number of campus improvement projects. She also assured the Board that a plan will be in place for classes and other offices that may be displaced in the event of renovations. She encouraged Board members to call her office for any questions.

- The campus improvement projects will be divided into a Phase I and Phase II for planning and implementation, once final decisions have been made and gone through the various approval processes.
- Dr. Hughes asked the Board to refer to their by-laws, **Section H. 3. (2)** which states, “The general purpose of the board of visitors shall be to: Aid in securing financial support”. She stated she will be asking for strategies in identifying people who may have the means to support UAM, and allow Board members to assist in making contacts.

5. The meeting adjourned at 5:52 p.m.