

Executive Council Minutes

January 4, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Debbie Gasaway, Christy Pace

Old Business:

- A Zoom meeting will be scheduled next week with the Executive Council and Building Coordinators to discuss the roles and responsibilities of coordinators.
- The current practice of requiring scholarship recipients to send thank you notes to donors will continue. If a student does not complete the thank you note, the scholarship will not be awarded.
- The Racial Equity Focus Group would like to work with a company to prepare a survey for the campus. Mr. Ware will confirm the cost and check on survey samples before it is approved by the Executive Council.
- An MOU with the Arkansas Department of Agriculture – Forestry Division has been created which will enhance the opportunities for qualified students to pursue a degree in forestry.

New Business:

1. Planning for the Spring Semester – SSCH was discussed, as well ways to increase enrollment and possible opportunities that can be offered to students.
2. Army National Guard MOU – Mr. Becker will work with Legal Counsel on an agreement which will allow office space on campus to the Army National Guard. A draft will be sent to the Executive Council for review.
3. Housing – There are currently 407 students registered for campus housing.
4. Food Insecurity during Holiday Break – There are many people in the community willing to provide food to students when the campus is closed.
5. Spring New Student Orientation – New Student Orientation will be held January 11 in the Fine Arts Center.
6. Grant Acquisition – Current grants that have been received were mentioned. Vice Chancellors will follow up on other grant possibilities.

Executive Council Minutes

January 10, 2021

Present via Zoom: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Linda Rushing, Bob Ware, and Jeff Weaver

New Business:

1. COVID Vaccinations – UAM is currently working with Mainline and local pharmacies/ health care agencies to plan an on-campus vaccine clinic.
2. Mainline Clinic – There will be an expansion of services provided by Mainline that will include mental health counseling.
3. SSCH and Enrollment Update – An updated SSCH handout was emailed and discussed.
4. Workday – An update on Workday was provided by Mr. Becker.
5. Request for the Use of Weevil Pond/Review of Operating Procedure 270.1 – The Executive Council denied a request from an off-campus group to hold a fishing derby at Weevil Pond. A revision to Operating Procedure 270.1 was made to require approval from the Executive Council for the use of the pond for specific functions/activities.
6. Other – The Executive Council approved a request to host the K12 Regional Art Exhibition pending ADH approval.

Executive Council Meeting with Building Coordinators January 14, 2021

Present in SSC 205: Dr. Peggy Doss, Crystal Halley, Christy Pace, Rusty Rippee

Present via Zoom: Emily Allen, Ed Bacon, Alex Becker, Morris Bramlett, Adam Buie, Michael Davila, Diane Forrest, Peggy Forrest, Dr. Moses Goldmon, Martha Henris, Rusty Jones, John Kidwell, Sage Loyd, Padraic McMeel, Payton Miller, Rhonda Parris, Linda Rushing, Annette Vincent, Bob Ware, Jeff Weaver

1. Dr. Doss welcomed everyone and referred to Operating Procedure 725.1.
2. The following responsibilities of building coordinators were discussed.
 - Pay attention to details for both cleanliness and repairs inside the building, as well as outside.
 - Ask coworkers to report any concerns they might see.
 - Submit work orders as needed and follow-up to be sure the work has been completed.
 - Communicate with the custodian of your building.
 - If new COVID signs at building entrances are needed, contact Kristin in Graphic Design.
 - Create a schedule to complete weekly or monthly walk-throughs of your building.
3. Executive Council members mentioned the following items that might assist all UAM employees in helping to keep the campus clean and safe:
 - It is important to identify issues before they become bigger problems and more costly.
 - Do not assume the maintenance staff are aware of issues. If you notice an issue anywhere on campus, find out if a work order has been completed.
 - Look for things that no one else may see such as: rusted doors that need to be painted, lights that are out, water leaks, cracks in sidewalks that may be a safety hazard, etc.
 - Custodial staff are aware that their responsibilities include cleaning 25 feet from their assigned building. Other specific areas that custodians should closely monitor include stairwells, water fountains (when in use), mold on windows, and stained ceiling tiles.
 - Advertisements of events should be removed once events are over.

Executive Council Minutes

January 19, 2021

Present: Dr. Peggy Doss, Dr. Moses Goldmon, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Christy Pace

Present via Zoom: Alex Becker

New Business:

1. COVID Vaccine Clinic – Details were discussed regarding a vaccine clinic that will be held on campus. The tentative dates will be January 27-28.
2. Stimulus Funding – An update on recent funding was discussed.
3. BOT Presentation – A campus report for UAM will be given at the January Board of Trustees meeting. Vice Chancellors were asked to send any items that should be presented by January 27.
4. BOV Meeting – Agenda items for the next Board of Visitors meeting were planned.
5. COVID Testing for Athletes – The need for COVID-19 testing for athletes in spring sports was discussed. The GAC Presidents Council addressed the need for testing to ensure further protection. At this time, UAM will continue with the current procedures and protocols.
6. Other – The agreement for the Army National Guard was approved by the Executive Council.

Executive Council Minutes

January 25, 2021

Present: Dr. Peggy Doss, Dr. Moses Goldmon, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Christy Pace

Present via Zoom: Alex Becker

New Business:

1. SSCH Reporting and Planning – A report on SSCH was given. There are currently 136 students who have not finalized.
2. Vaccination Clinic – UAM is still working with Mainline and local pharmacies to find vaccines for employees. Right now there are just not enough vaccines for all who qualify and want to take it.
3. Testing for Athletes – Mainline will now be able to assist in COVID testing for UAM athletes by using Natural State Laboratories.
4. BOT Presentation – Dr. Doss is working on the campus presentation for the Board of Trustees meeting. Vice Chancellors were reminded to send her items that should be included.

Executive Council Minutes

February 1, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Christy Pace, Dan Boice, Michael Davila, Emily Stell

New Business:

1. Strategic Planning – Dan Boice

The Steering Committee met throughout the fall semester. Minutes from the December meeting were provided. The four strategic aims were discussed: students, personnel, partnerships, and resources. Executive Council members discussed adding program innovation and development as another strategic aim.

A meeting will be set up with the Executive Council and the Strategic Planning Steering Committee. Vice Chancellors were asked to give recommendations for the task forces.

2. HLC Report – Dan Boice

UAM successfully completed its four-year Assurance Review in 2019. The Quality Initiative that was submitted in 2019 was approved last March. Revised criteria for UAM's 2024-25 ten-year affirmation of accreditation was discussed.

3. Emotional Support Presentation and Discussion – Emily Stell

Emotional support topics discussed with the Executive Council included:

- Self-care – the practice of taking action to preserve or improve one's own health.
- Mental Health – emotional, psychological and social well-being that affects how people think, feel, and act.
- Coping Skills – helps tolerate, minimize and deal with stressful situations in life.

4. Athletics Update – Padraic McMeel

The GAC Presidents met last Thursday and decided to allow some spectators at home games. Players and coaches will receive four tickets for family members only.

Executive Council Minutes

February 15, 2021

Present Via Zoom: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, John Kidwell, Padraic McMeel

Old Business:

- UAM Assessment Committee Update – Ms. Halley

The Assessment Committee continues to meet bimonthly to review academic unit reports and proceed with the assessment plan implementation. A brief overview of the University Assessment Plan and the progress that has been made up to this point was provided. The Deans have been asked to review their course maps for the university student learning outcomes. As soon as the revisions have been submitted, faculty work teams will be formed to further interpret the rubric dimensions being utilized for Fall 2021 implementation.

New Business:

1. Athletics – Mr. McMeel

A report was given on status of athletes and the strong possibility of men's basketball going to NCAA tournament. All efforts to continue to protect all athletes from COVID exposure will continue to be taken, to not only protect the health and safety of our athletes and staff, but to lower any risk of quarantine that might prevent participation in post season and tournament play. Requests were discussed to revise the pass policy to include non-family members. The Executive Council unanimously voted to continue the current policy.

2. Fall Semester

The Executive Council discussed the steps to take in order to return to a normal fall operation.

3. Commencement – Ms. Halley

The Executive Council approved the request for the outdoor venue for Commencement on May 7, 2021 at 10:00 a.m.

4. COVID Testing – Mr. Weaver

UAM has sufficient numbers of COVID testing kits for the spring semester.

5. Winter Storm

The Executive Council discussed the current winter storm and campus conditions. All approved of sending a RAVE alert for closed offices and virtual learning for Tuesday, February 16.

Dr. Goldmon and Mr. Kidwell reported on campus conditions as a result of the winter storm. All residents are safe and accommodations have been made for a few students in spaces with heating issues.

Mr. Becker reported on the status of heating unit issues on the southwest wing of Bankston Hall. The physical plant was unsuccessful in resolving the problem on Sunday evening. Powers Company is present today to work with UAM crews to attempt to thaw the units. Mr. Becker shared that the units are simply not engineered to handle the stress of the extreme winter storm conditions.

Mr. Ware and Mrs. Rushing reported that their campuses were not experiencing any winter storm issues at this time.

6. Budget Hearings – Mr. Becker

Budget directors will be able to present their requests to the Executive Council. Hearings will be held March 2-5.

7. Academic Schedule – Ms. Halley

The summer and fall 2021 schedules are in draft 2. For summer 2021, the instructional mode will be very similar to a normal summer session with a majority of online classes for the main campus. For fall 2021, the schedule will return to a pre-pandemic format (normal).

Executive Council Minutes

February 26, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, , Bob Ware, Jeff Weaver, John Kidwell, Padraic McMeel, Christy Pace, Mary Whiting
Present Via Zoom: Linda Rushing

1. Governor's Announcement

If the state continues progressing, the mask mandate could be removed on March 31 and directives may be reduced to guidance.

2. Athletics – Mr. McMeel

The 2021 football schedule was provided. Information was emailed regarding the GAC Men's and Women's Basketball Championship March 1-7.

3. Condition of Campus after Snowstorm – Mr. Becker

Overall damage on the Monticello campus from the snowstorm was minimal. A few issues were discussed. There were no problems at the Crossett and McGehee campuses.

4. Fall "Return to Normal" Plans

Vice Chancellors discussed plans for returning to normal this fall, which included resuming student activities, face-to-face classes, increasing class limits, scheduling alumni events, etc.

5. Summer Camps

Requests for summer camps have been sent to the Board of Trustees for approval at the March meeting. If approved, this will be a great recruitment tool.

6. Summer Office Hours

The Executive Council approved the 4-day, 10-hour work schedule for the summer, with the exception of several critical offices that will be staffed on Fridays. Those offices will include Academic Advising, Admissions, Cashier, Financial Aid and Registrar.

7. Parent and Family Day – Dr. Goldmon

The Parent and Family Day committee would like to revise this event to make it more interactive for students and their families. Dr. Goldmon and Julie Gentry will be invited to a Deans Council meeting to discuss and propose revisions the event.

8. Textbook/Retention

The issues and reasons that students do not purchase textbooks was discussed. A task committee will be formed to study the barriers to students purchasing textbooks at the

beginning of each semester and to make recommendations as to how to address the concern that negatively affects retention of students.

9. Homecoming – Mr. Weaver

Homecoming activities will be planned as usual this fall.

10. December Intercession – Ms. Halley

If a December intercession is held, the dates would be December 10-23, with grades due on December 23. Mr. Becker will check on how this would impact financial aid.

Executive Council Minutes

March 8, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Debbie Gasaway, Frank Porto, Christy Pace

1. Mr. Becker introduced the Director of Financial Aid, Brad Fuller. Mr. Fuller mentioned that the new loan coordinator will begin March 15 and that will leave only one additional position to fill in Financial Aid.
2. Dr. Doss discussed the budget hearings held last week. Budget directors were very thoughtful regarding their requests and presentations were conservative.
3. Ms. Gasaway provided a summary of budget requests, organized by Vice Chancellor. All items were discussed.
4. Dr. Doss requested that each Vice Chancellor prioritize the budget requests and return to her.

Executive Council Minutes

March 22, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Christy Pace

1. Mask Mandate – Dr. Doss

The mask mandate might be removed by the Governor on March 31. The University will continue with the current protocol through the end of the semester. Vice Chancellors should discuss this with their staff.

2. Athletic Cookouts – Dr. Doss

Cookouts to recognize athletes will be held Tuesday, Wednesday and Thursday of this week from 4:30-6:00. Due to the weather, the location will be moved from the Chancellor's Home to the UC gymnasium. Union Bank, Commercial Bank and Simmons Bank will provide food for these events, and all vice chancellors are invited to attend.

3. Academic Affairs – Ms. Halley

- Commencement will be held at 10:00 a.m. on May 7 at the Cotton Boll Stadium. Safety measures will still be in place. The deadline to finalize the program is April 9, and a virtual rehearsal will be released by April 26. Currently, 139 undergraduates and 13 graduates have ordered regalia.
- The modified grading policy was extended through summer I, since that is when the academic year ends. Deadlines are being finalized and will be distributed soon.
- Registration will take place April 5-16 for summer and fall.

4. Finance – Mr. Becker

- An update on financial aid was provided. There is currently one staff opening, which they hope to have filled by the summer.
- HVAC systems that are in need of repair/replacement on campus were discussed.
- The prompt that was previously used for students to finalize will be the same for the summer term.

5. Advancement – Mr. Weaver

- A legislative update was given. Several bills are being followed.
- SEARK will host two events at the UAM stadium, a concert with David Leonard on April 23, and a talent search finale on April 24. Masks and social distancing will be required.
- The distinguished alumnus nominees and selection process were discussed.

Executive Council Minutes

April 5, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Padraic McMeel, Christy Pace

1. Check-In – Dr. Doss

The following topics that have already been accomplished and/or needs to be addressed were discussed: enrollment, retention and recruitment; new program development; reorganizations; budget needs and savings; strategic planning; partnerships; and campus life.

2. Return to Normal Work/Learning – Dr. Doss, Ms. Halley

Faculty will not work remotely this fall. Classrooms will have more students, and there will not as many hybrid classes. Normal activities will return such as summer orientations and athletic events.

3. Recruitment Update – Dr. Goldmon

The applicant pool is down. Students are not completing the FAFSA and are not applying. Last year an influx of new students applied 1-2 weeks before classes.

4. Budget Update – Mr. Becker

Information regarding the budget was discussed. Meetings are continuing to take place to consider and approve budget needs.

5. Athletics Update – Mr. McMeel

An update was given on all sports, as well as fundraising. The Hall of Fame banquet will recognize classes from both 2020 and 2021 since it was not held last year. A meeting is scheduled for this Thursday to talk about athletic building opportunities, which will impact all sports.

6. Commencement – Ms Halley, Mr. Weaver

Each graduate will be allowed four guests at commencement. Children two and under will be able to sit in a lap, without having a ticket. There are currently 273 students participating.

Terry Alexander has been selected as this year's Distinguished Alumnus. He is the first African American forestry student. He will be on campus next week for a video shoot and lunch at the Chancellor's Home.

7. UA System Task Force on Racial Equity – Dr. Goldmon

The task force has developed a mission statement, and is working on a proposal for a resolution. Challenges have been discussed with the UAM focus group. The System task force has emphasized the importance of each campus having initiative on what needs to be done and what issues need to be addressed, due to having access to the culture and climate of the institution.

8. UAM Racial Equity Focus Group – Mr. Ware

The focus group is considering purchasing a national survey for all employees. This would remove the perception of any biases. More information will be provided at the next meeting.

9. Feedback on Candidates for the Dean of CFANR – Dr. Doss

Vice Chancellors provided comments on the candidates interviewing for the Dean of CFANR.

10. Student Vaccine Clinic – Mr. Weaver

The COVID testing facility in Maxwell Hall will be used to provide COVID vaccines to students. A message will be sent to students today.

11. Band/Choir Cookout – Mr. Weaver

Citizens Bank will provide food this Thursday for the band and choir students. It will be held in the UC gymnasium from 4:30-6:00 p.m., and all vice chancellors are invited to attend.

Executive Council Minutes

April 19, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Padraic McMeel, Christy Pace

1. Scholarships and Budget – Mr. Becker

Last Tuesday, a meeting was held to discuss scholarship policies. The following three proposals were brought to the Executive Council for consideration:

- a) Eliminate the minimum sub score of 19 in Math and English.
- b) Remove the requirement of never attending a four-year college or university from the community college transfer scholarship.
- c) Increase the Weevil Excellence and Leadership scholarships by \$500/year.

The Executive Council approved to make these changes effective immediately.

2. Recruitment Update – Dr. Goldman

The Admissions staff is working hard in this difficult recruitment environment. Recruiters are now getting into the schools more and it is important to make sure everyone knows what to say when recruiting. The staff will be attending high school senior award banquets to present scholarships. Due to the changes just approved in item #1, calls will be made to students who are now eligible for these scholarships.

3. Commencement – Ms. Halley

The commencement program will go to print today. Details regarding commencement will be added to the website, and updated as needed. A rehearsal video will be released later this week. A draft policy on regalia, cords and stoles was provided. For the May commencement, the Executive Council approved for heritage stoles to be worn. The policy will be reviewed and brought back to later agenda for discussion and approval.

An update was provided on preregistration. Students who are eligible but have not registered will be contacted.

4. Strategic Planning Retreat – Dr. Doss

A retreat will be set with the Executive Council and Deans Council during the summer to discuss strategic planning. Vice Chancellors should let Christy know of anyone else who may need to be included.

5. Other – Mr. Ware

A request has been made to use a facility at the McGehee campus for a Boys and Girls Club, ages junior high and above. Mr. Ware and Mr. Becker will work together with legal counsel on a contract.

Executive Council Minutes

May 3, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Linda Rushing, Bob Ware, Jeff Weaver, Michael Davila, Padraic McMeel, Christy Pace

1. Commencement – Dr. Doss

The location for commencement was discussed due to the weather forecast for the week. If it is moved inside, there will have to be three ceremonies. Since there is no chance for rain Wednesday-Friday, it was agreed to plan for the ceremony to be held outside.

2. Use of Weevil Pond – Dr. Doss

There is quite a bit of trash around weevil pond due to fishing. Possible ways to help keep the area clean were discussed, including: trimming around the pond to help keep fishing bobbers from getting caught in trees, adding signs asking guests to help keep the area clean, and making sure there are enough trash receptacles.

3. Summer Housing Incentive – Dr. Goldmon, Mr. Davila

A request was made for the summer housing incentive that was given last year. Students lived in the residence halls at no charge during the summer II session if they enrolled in three credit hours and purchased a meal plan. The request was discussed and denied due to it setting a precedent and the difficulty in not being able to offer it next year since band camps would resume.

As a reminder, meal service ends with lunch on the last day of finals. Students are aware of this and arrangements are in place for those who are still on campus. Food hubs are stocked and available for student as well. A request will be made to Aramark to extend the declining balances through May 24 for students staying on campus.

4. Soccer Club – Dr. Doss

The possibility of exploring a soccer club was discussed. More information will be researched on what other universities offer and what leagues they compete in.

Executive Council Minutes

May 17, 2021

Present: Dr. Peggy Doss, Alex Becker, Crystal Halley, Bob Ware, Jeff Weaver, Christy Pace

1. Enrollment/Recruitment for Summer and Fall – Information on enrollment and recruiting was discussed. A list of students who have not finalized will be emailed so that calls can be made. The first day of Summer I classes is May 25.
2. Professional Development Week – Last year’s schedule was provided. Presenters are being considered. Topics that should be included in the agenda were discussed.
3. Productivity Funding Data – A handout of productivity weighting, 5-year timeline and credentials was provided and discussed.
4. Idatafy SmartResume Update – The first set of resumes is about to be released. Certificates, degrees and honors are included. Students will have to opt-in and then they will be able to alter their resumes.
5. Blackbaud (Academic Works) – This software program used for scholarships was discussed. The cost is about \$25,000/year, and the renewal date is September. The employees who have to use it do not like it due to the manual work involved. More discussion will take place and a decision will be made at the next EC meeting.
6. Mask Policy – The mask policy was discussed. The Board of Trustees have given each campus the authority to decide what their policy will be. This topic will be added to the next EC agenda.
7. Data Governance Policy – Mr. Becker will email this policy to the Executive Council for approval that is needed this week.

Executive Council Minutes

May 20, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Jeff Weaver, Christy Pace

Present via Zoom: Linda Rushing, Bob Ware

1. Academic Works – This is the software program that allows students to apply electronically for scholarships. The cost of the program is approximately \$25,000/year. After discussing with those who use the program, due to the issues and the cost, the Executive Council voted not to renew it.
2. Mask Policy – Discussion took place regarding the requirement of the mask policy. It is difficult to enforce because there is not a mask mandate. The Executive Council voted to eliminate the mask policy. An email will be sent notifying the campus. Vaccine clinics will continue to be held when large events are taking place such as pre-registration and orientation. Information will be sent to building coordinators to help remove/store signs and stands.
3. Housing Contract – The housing contract was discussed. Dr. Goldmon will send to the Executive Council with areas highlighted that need to be changed.
4. Athletic Director Search – An update and timeline was provided on the AD search.
5. Open Positions/Hiring – Each vice chancellor discussed positions that are currently vacant.
6. Mainline – A MOA is being created with Mainline to provide assistance with mental health on the campus.

Executive Council Minutes

June 22, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Christy Pace

Old Business:

1. Enrollment Initiatives: Fall 2021 – Current enrollment and a comparison of last year’s enrollment numbers were discussed. A new list of students eligible to enroll has been sent to deans. An update on what each unit is doing to help increase enrollment was provided.
2. Professional Development Week Agenda – An update was given on events that will take place during Professional Development Week, as well as, speakers, trainings, and sponsors.
3. Strategic Planning Retreat – After more discussion on enrollment, the Executive Council voted to change the retreat on July 14 to a discussion on enrollment management. Additional employees will be invited and the meeting will be held at Citizens Bank.
4. Tracking System Update – An updated list of projects was handed out. Vice Chancellors were asked to continue to send changes to Christy.

New Business:

5. University Assessment Report – The report sent by Ms. Halley in May needs approval from the Executive Council. Christy will send again this afternoon with a due date of June 29 for vice chancellors to review and provide feedback or approval.
6. Building and Renovation Projects – An update was provided on building and renovation projects.
7. Summer Maintenance Projects – An update was given on summer projects.
8. Personnel – Open positions were discussed, which are included on the tracking of projects list.

Executive Council Minutes

June 28, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Bob Ware, Jeff Weaver, Christy Pace

Present via Zoom: Linda Rushing

Old Business:

1. Enrollment Strategies and Update – Vice Chancellors discussed strategies that are currently being used in their areas to help increase enrollment. The retreat on July 14 will focus on enrollment management and specific plans to ensure a strong fall enrollment.
2. Partnership Development – An update was provided on the renewal of concurrent MOU's with public schools as well as agreements with two-year/community colleges.

New Business:

3. Tomorrow's Preregistration Event – There are currently 51 students registered. Temperatures will be taken at the event, and masks will be available for those who want to wear them. Messages will continue to be sent to encourage everyone to take the COVID vaccine.
4. Facilities/Maintenance – A couple of complaints were received regarding residence halls. Ongoing efforts to make sure all buildings are clean should continue to be made. The director of custodial services will be asked to draft a list of specific items that building coordinators should look for to help keep all buildings clean.

Executive Council Minutes

July 26, 2021

**Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Linda Rushing
Bob Ware, Jeff Weaver, Christy Pace**

1. Efficiencies of Systems – Several processes that students use were discussed, such as applying for admission, using weevilnet, and accessing the website, to determine if our systems are as efficient as they need to be. Vice Chancellors were asked to think of other procedures that may need adjusting in order to be more effective, and bring for discussion to the next meeting.
2. Board of Visitors Meeting – The Board of Visitors meeting has been moved to Wednesday, August 4, 2021 at 4:00 p.m. Topics to be included on the agenda were discussed.
3. Vaccination Clinic – Mainline will be on campus Wednesday to provide COVID vaccines to student athletes. Vaccines will also be given in the Mainline Testing Site on campus from 8:00-10:00 a.m. on Monday, August 9.
4. Board of Apportionment Meeting – UAM was asked to host a meeting this Thursday, July 29 at 6:30 p.m. in the Fine Arts Center. COVID protocols will include temperature checks, offering of masks, and social distancing. Spencer Gallery will be set up with monitors and used for overflow.
5. Policy Revisions – A proposal was submitted for revisions to the Student Academic Grievances and Appeals Policy. The Executive Council reviewed the proposal, suggested one additional change and approved the revisions.
6. Professional Development Week – A draft schedule and several sample covers were provided for review and approval. The final schedule will be mailed this week.
7. Tracking of Projects – Updates were given on all projects and vacant positions.
8. Enrollment – Current enrollment numbers and SSCH for the fall semester were provided. Vice Chancellors were asked to remind staff of the strategies discussed at the retreat to help increase enrollment.
9. COVID Procedures – For the fall semester, Mainline will be present on campus, providing testing and vaccinations. Temperature checks will be taken at large events and everyone will be encouraged to wear masks. Hand sanitizer stations will continue to be located at building entrances.

Executive Council Minutes

August 2, 2021

**Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing
Bob Ware, Jeff Weaver, Hud Jackson, Dan Boice, Christy Pace**

1. Athletics Update – Coach Jackson gave an update on athletics. The press box on the visitor side should be ready before the first game on September 2. New employees were announced. A proposal to have the old indoor pool renovated into a weight/training area was discussed. This project would be funded by donations.
2. HLC Report – Mr. Boice provided an update on HLC. A handout was given that included suggestions from the 2019 HLC Visiting Team. Most of the recommendations have already been completed. The next campus visit will be 2024-25.
3. Budget Strategies – The budget will continued to be monitored and decisions will be made as enrollment continues. Vice Chancellors should be attentive to what is being approved and make sure purchases are essential.
4. COVID-19 Preparations – UAM will offer vaccine clinics during professional development week and orientation. Signage will be posted by Monday to encourage everyone to wear masks.
5. Professional Development Week – Introductions of new faculty and professional staff will be made during PD week and comments should be brief in order to stay on schedule.
6. Enrollment Strategies – Vice Chancellors provided updates on strategies that their respective areas are currently doing to increase enrollment.
7. Productivity Funding – Handouts were provided and preliminary results were discussed regarding productivity funding. All data revisions have been returned and final results will be distributed in August.

Executive Council Minutes

August 16, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Bob Ware, Jeff Weaver, Christy Pace

1. Enrollment Update – The number of students attending orientation this morning totaled 411. Move-in Day went well. There are currently 363 in housing and 71 students have reserved a room but have not checked in. The check-out process will be reviewed in order to make sure rooms are clean and ready for the next semester.
2. Outreach Strategies – A text was sent to all students who were eligible to enroll. Students who have not finalized are being contacted by phone. Updated lists continue to be sent to deans. Information regarding finalizing student bills will be posted on social media.
3. Degree Pathways – Options will be reviewed to consider additional ways for students to demonstrate foundational skills. Superscoring will be used for degree pathways.
4. U of A System – The Executive Council discussed the acquisition of Grantham University, which was recently approved by the Board of Trustees.
5. COVID-19 Preparations – The Mainline Clinic on campus reopened today, and will provide testing and vaccinations. The UA Board of Trustees approved a resolution directing each campus to implement a face covering policy. The Executive Council voted to approve the email sent to the campus by the Chancellor on August 11, 2021 as the face covering policy.
6. Marketing UAM for Future Students – Methods for outreach were discussed as well as partnerships with public schools and community colleges. Vice Chancellors were asked to talk to their staff about ideas for marketing and how we can help students learn more about UAM.
7. Publicity/Media Relations – Topics to promote UAM were discussed including ribbon cuttings, announcements of new and special programs, alumni accomplishments, new hires, and bragging points.

Executive Council Minutes

August 23, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Christy Pace

1. Master Plan – The master plan that was created in 2018 for 2019-2024 was reviewed. Updates will need to be made to include changes that have already taken place, as well as revisions to the plan that are no longer part of the vision. Plans for the colleges of technology were separate but should be included in the master plan.
2. Enrollment Update – An update was provided on the current number of students enrolled.
3. COVID Update – A vaccine clinic is being held today on all three campuses.
4. COVID Policy Addition for Outdoor Events – The Executive Council approved the following policy regarding outdoor events and gatherings:

The University recommends that all campus events adhere to Arkansas Department of Health and CDC guidance for outdoor events during the Covid-19 pandemic. It is strongly recommended that unvaccinated and vaccinated persons wear a mask/face covering at outdoor events when social distancing cannot be maintained. Participants are strongly urged to socially distance and to use hand sanitizers.

External event sponsors must agree to hold the University harmless for any risk of harm or illness to participants that may result from an event.

The University reserves the right to cancel or alter approved events based on public health concerns without expense to the University.

5. First Football Game – The first football game will be held Thursday, September 2 at 6:00 p.m. A meeting will be held tomorrow with athletic staff to discuss all activities.
6. Parent/Family Day, September 18 – All activities for Parent/Family Day will take place outdoors and will be combined with tailgating.
7. Homecoming, October 16 – A draft schedule for Homecoming activities will be distributed soon. Events will be similar to what has been held in the past, with the exception of the alumni dinner, which will now be a reception at the Chancellor's Home.
8. Other – The colleges of technology will be included in Parent/Family Day and Homecoming activities, and the events will be promoted at the Crossett and McGehee campuses.

Executive Council Minutes

August 30, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Michael Davila, John Kidwell, Christy Pace, Terri Richardson, Natthaphat Watthanaphuti

1. Preparing for Hurricane Ida – Discussion took place regarding a special-called meeting yesterday on preparations for Hurricane Ida.
 - Text alerts are ready to be sent.
 - Generators have been checked (they are checked by maintenance every week).
 - If the power goes out in Maxwell, students in isolation/quarantine will be moved to the University Center.
 - The emergency response plan was mentioned, but it has not been reviewed since last spring.

2. COVID Update
 - The need for more quarantine/isolation space was discussed. Those who voted in favor of expanding space were Alex Becker, Crystal Halley, John Kidwell, Terri Richardson, Linda Rushing, Bob Ware, Jeff Weaver. Those not in favor of expanding space were Michael Davila, Dr. Moses Goldman, Natthaphat Watthanaphuti. Additional space will be explored that could be used if needed.
 - Reporting of COVID cases will be a link to the Arkansas Department of Health's educational report. Institutions are only included in this report if there are five or more active cases.

3. Budget Status
 - An update was provided on actual compared to budgeted student semester credit hours.
 - Strategies for discussion to reduce budgeted expenses: voluntary retirement policy revision, suspend/delay in hiring, maximum class sizes and travel restrictions
 - Auxiliary budget considerations include housing and meal plans.

4. The Executive Council approved a request from the AR Southeast District of FBLA to hold a district student meeting on campus, October 8.

5. 9/11 Draft Plans – A handout was provided on proposed events that will be held on the 20th anniversary of 9/11. Dr. Goldman will check on moving the date to Friday, September 10, instead of Saturday.

Executive Council Minutes

September 8, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Bob Ware, Jeff Weaver, Karen Hyatt, Dr. Jessica Hylton, Dr. Eric Prichard, Christy Pace

1. Open Discussion with Assembly Leaders – Assembly leaders shared concerns and ideas regarding topics for faculty, staff and students such as mental health, stress relief, retention, attendance, etc.
2. Athletic Performance Center – Renderings were shown and information was provided on an athletics performance center, which would house a weight room, training room, wet room, office space and storage.
3. COVID Update – An update on new cases was provided. More signage regarding the mask requirement will be posted at indoor sporting events, and disposable masks will be made available.
4. 9/11 Event – Tomorrow from 7:30-9:30 a.m., there will be a memorial walk around weevil pond. A moment of silence and ringing of the bell will be observed at each of the specific times of attack, and taps will be played by UAM Band GA, Madison Stewart.
5. Parent/Family Day – A schedule of events was provided for the September 18 event.
6. Mainline – A memorandum of understanding to provide clinical services for UAM faculty, staff and students has been sent to General Counsel for review.
7. Tracking of projects – A link will be emailed to the Executive Council so that updates can be made by vice chancellors for their respective areas.
8. Upcoming Events / Deadlines
 - Assembly Meeting – September 14
 - Board of Trustees Meeting – September 16-17
 - Campus Tour with Board of Trustees – September 27
9. Food Truck at Home Football Games – Aramark has requested permission for a food truck at football games. This will not be in place of a concession. This request was approved.
10. Other – A proposal has been submitted to allow UAMS access to use facilities at the McGehee campus, mainly for research. It will be reviewed by General Counsel. The Executive Council approved the proposal.

Executive Council Minutes

September 14, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Bob Ware, Jeff Weaver, Christy Pace

1. COVID Update – An update was provided regarding new and active cases.
2. Parent/Family Day, September 18 – All activities for Parent/Family Day will take place in the same area outdoors on Tailgate Row. Ms. Gentry and Mr. Davila have worked hard to prepare for this special event.
3. Degree Pathways Update – Information was provided on fall 2019 and fall 2020 cohorts. The 2019 cohort is progressing better than the 2020 cohort. Notes will be added to include information on the pandemic and grade change policies.
4. Tracking of Projects – An updated list was provided. A live document will be sent to all EC members to update their areas. Once an item is marked complete, Christy will move it to a separate tab.
5. Retention Strategies
 - Early semester grade alerts will be sent at the 6-week mark. Academic alerts continue to go out.
 - Library hours will be reviewed.
 - Tutoring and testing services are going well. Workshops are also being given on time management, IT services, etc.
6. Other – Vice Chancellors were asked to remind everyone to remove signage after an event is over. Also, please ask staff to be aware of what their office looks like from the outside.

Executive Council Minutes

October 4, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldmon, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Dan Boice, Dr. John Davis, Debbie Gasaway, Christy Pace

1. HLC Formal Complaint Procedure Recommendation – In 2019, the HLC team suggested UAM “maintain and review a central repository that contains the final resolution for any formal complaint filed with the university.” A task force will be created to propose a solution to the recommendation. Members will include Dan Boice (Chair), Michael Davila, Brad Fuller, Crystal Halley, John Kidwell, Anissa Ross, Linda Rushing, and Bob Ware.
2. Discussion on Possible Shutdown – A detailed plan will be prepared regarding programs, employees and students who may be impacted from the potential federal shutdown. The impact of COVID federal contractor requirements was also discussed.
3. Debriefing of Campus Security Event – The overall response from the recent security event was discussed. The University Police was commended for their work in providing information and safety to the faculty, staff and students.
4. Workforce Opportunity for Rural Communities Grant – The Arkansas Rural Health Partnership was awarded \$1.5 million for a healthcare workforce grant. The project will provide tuition, books and laptops to 40 new students wanting to study Health Information Technology at UAM College of Technology at Crossett in the fall of 2022.
5. Commencement – Fall Commencement will be held Friday, December 10 at 10:00 a.m. at the Cotton Boll Stadium. In case of inclement weather, Commencement will be moved to the Steelman Fieldhouse and will be split into two ceremonies at 10:00 a.m. and 2:00 pm.
6. Homecoming – A schedule of events for homecoming was provided and discussed.

Executive Council Minutes

October 18, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Christy Pace

1. Assembly Meeting Agenda – Vice Chancellors were asked to send 3-4 bullet points from their area by Monday, October 25, to include in the report to the assembly.
2. Board of Visitors Meeting – Topics to include in the agenda for the October 28th Board of Visitors meeting were discussed.
3. Productivity Funding – The final model run of Year 5 has been received. UAM had an increase of 2.67% and will receive an additional \$250,384 in funding for all three campuses.
4. FY23 Budget Preparations – Planning has begun for preparing the FY23 budget. Credit hours will be decreased this year, programs that are no longer viable will be reviewed, and other additional savings will be explored.
5. Vacant Positions – All vice chancellors discussed positions that are currently vacant.
6. Commencement – Commencement will be held Friday, December 10 at 10:00 a.m. at the Cotton Boll Stadium. Tickets will not be needed. A graduate fair was held last week at the Bookstore and 87 students participated.
7. Operating Procedure 500.2: Drops for Not Finalizing Registration – Proposed revisions to this policy were presented. The Executive Council approved the changes that were discussed, and it will be updated on the website.
8. Flu Shot Clinic – Dr. Goldman will check with Ms. Richardson on holding a clinic for flu shots. He will email the Executive Council with details.
9. Library Hours – Due to no attendance at the Library for the past two weekends, it will be closed on Saturdays until closer to final exams.
10. Summer Camps – The same notification as last year will be sent to the campus regarding hosting summer camps. Requests will need to include a plan on how the camp will comply with COVID-19 requirements.

Executive Council Minutes

November 1, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Debbie Gasaway, Christy Pace

1. Update on Vacant Positions – EC Members

Vice Chancellors discussed positions recently filled and gave updates on those that are vacant.

2. Retention/Recruitment Initiatives – EC Members

EC members discussed ways to help retain and recruit students. Ideas for incentives to encourage students to register for the spring semester included: drawings for prizes, gift cards, declining balances, book stipends, etc.

3. Spring Registration Strategies – Ms. Halley

Advisors began contacting their advisees two weeks ago to make registration appointments. Students have received emails and text messages regarding registration. Announcements have been posted on monitors across campus and social media, and workshops have been held to help assist students. EC will be kept informed on the progress of registration.

4. Campus Christmas Activities/Events – Dr. Goldman

The annual Christmas Tree Lighting Ceremony will be moved outdoors this year. It will be held November 29 at 6:00 p.m. at the plaza in front of the University Center. UAM students, faculty, staff, and alumni will be invited, as well as the community. There will be food, games, activities, and performances.

5. Other

Dr. Doss encouraged vice chancellors to attend the Arbor Day event on Friday, November 5 at 12:00 p.m., and the last home football game on Saturday, November 6.

Mr. Becker announced that there will be a new mobile app for work email. More information will be sent by email soon for review and EC approval.

Executive Council Minutes

November 11, 2021

Present: Dr. Peggy Doss, Alex Becker, Crystal Halley, Jeff Weaver, Bob Ware, Christy Pace
Present via Zoom: Dr. Moses Goldman Linda Rushing

1. Culture and Climate of the Campus – Dr. Doss

An update was given on topics discussed at the quarterly Chancellor's meeting, including several Board policies that are being reviewed. Vice Chancellors were reminded to carefully watch what is being approved in Workday. Everyone was encouraged to stay aware of issues and needs of the campus.

2. Retention/Recruitment Initiatives – All EC Members

Efforts were discussed that are being made for retaining and recruiting students.

3. Budget Status and Intervention Plans – Mr. Becker

Items, such as vacant positions, salary changes and M&O funding that is no longer needed, are being identified that will assist in preparing the budget for next fiscal year.

4. Commencement – Ms. Halley

At this time, Commencement will be held at 10:00 a.m. on December 10, at the Cotton Boll Stadium. Plans are being discussed in case the ceremony has to be moved indoors to the Steelman Fieldhouse.

5. Regalia, Stoles and Cords Policy – Ms. Halley

A draft policy was provided for guidelines on regalia, stoles and cords worn at Commencement. The Executive Council voted to approve the policy with the removal of the GPA requirement for social fraternities and sororities.

6. Other – Dr. Goldman

The procedures for allowing emotional support animals on campus were discussed. No requests will be approved through the end of the semester.

Executive Council Minutes

December 2, 2021

Present: Dr. Peggy Doss, Alex Becker, Dr. Moses Goldman, Crystal Halley, Linda Rushing, Bob Ware, Jeff Weaver, Dan Boice, Debbie Gasaway, Christy Pace

1. Task Force for HLC Response – Mr. Boice

The task force created in October has met regarding HLC's recommendation for maintaining formal complaints.

A new category for formal complaints will be set up in the existing framework in Maxient. The form will include the date, nature of complaint, office that handled the complaint and the resolution. Each campus/division will have a staff member responsible for maintaining the records.

The Executive Council approved this recommendation and an operating procedure will be created.

2. Commencement – Ms. Halley

The weather continues to be monitored but as of now, Commencement will be held at the Cotton Boll Stadium. If it is moved indoors to the Steelman Fieldhouse, students will be socially distanced on the floor and faculty will not participate.

3. Windgate Grant – Ms. Halley

UAM is seeking funding with the Windgate Foundation for a summer bridge program.

4. Preparation for Christmas Break – All EC Members

Proper check out procedures for residence halls is being communicated to students, as well as actions to take in case of emergencies. Instructions on how to report leave will be emailed to employees.

5. Fundraising Campaign – Dr. Doss

Information regarding a fundraising campaign for the Athletic Performance Center will be mailed this week to prospective donors.

6. Building Renovations – Dr. Doss

Upcoming renovations/projects were discussed including the Agriculture Building, Science Center, family housing and an electronic entrance sign.

7. Review of Projects – All EC Members

Current projects were reviewed and updated for all areas.