

Executive Council Minutes January 9, 2024

Present: Dr. Peggy Doss, Alex Becker, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Preparation for Cold Weather – Dr. Doss

The preparation of facilities and support for students during extreme cold weather was discussed.

2. Trustee Eichler Visit – Dr. Doss

Trustee Kelly Eichler will become the Board of Trustees Chair beginning in March. She will be visiting campus tomorrow from 9:00-11:00.

3. Spring Enrollment Update – Mr. Becker, Mr. Hughes, Ms. Halley

At this time, Monticello undergraduate is at 97% of budget, Monticello graduate is at 94.5%, Crossett is at 91% and McGehee is at 93%

There are currently 436 in housing, with only 34 who have not finalized.

We are very close to reaching the same headcount as last spring and are anticipating exceeding that goal.

4. Windgate Funds

A request was made for approval to update the Windgate scholarship criteria to include graduate students and to offer book stipends. The Executive Council approved this request by email on January 3.

5. Student Success Funds

As a reminder, last April, the Executive Council approved for textbooks to be included in the Student Success Award. Fundraising is ongoing for this fund, which assists UAM students who experience the need for one-time emergency financial aid.

6. Consultant Abbie Kretz – Dr. Doss

A planning meeting will be held with Ms. Kretz later this week to discuss projects, including a grant for generators for the University Center.

7. Paid Leave Proposals – Dr. Doss

Feedback was given for proposals to the University's paid leave programs. Dr. Doss will share the concerns with the System Office.

8. Voluntary Retirement – Ms. Halley

Three faculty members have requested voluntary retirement. The Executive Council approved these requests and these requests will be sent to the March Board of Trustees meeting.

9. Budget Hearings – Dr. Doss

Budget hearings will be scheduled for the end of February/first of March.

10. Balances of Unit Budgets – Dr. Doss

Vice Chancellors were asked to look at budgets in their respective areas. Budget check will be active in Workday this week. If an order exceeds the account balance, Finance will be notified and they will contact the requestor.

11. Request to Use Weevil Pond – Mr. Hughes

UAM Intramurals has requested the use of Weevil Pond on Monday, April 15 for the 4th Annual Intramural Fishing Tournament. They are requesting to use live bait for this tournament. The Executive Council approved this request.

12. Updates to UAM Website – Dr. Doss

As a reminder, each division/unit should be reviewing the UAM website and submitting an IT work order for updates and corrections.

13. Girl Power Event – Dr. Tucker

On February 22, the Southeast Arkansas Cooperative is hosting a Girl Power CNC (Computer Numerical Control) Competition for high school students. A request to offer a one-time \$500 scholarship to UAM for each of the three categories was made. The scholarship must be used the first semester of their freshman year at UAM. The Executive Council approved of this request.

Executive Council Minutes

January 23, 2024

Present: Dr. Peggy Doss, Alex Becker, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Bryan Fendley, Kelsey Englert, Christy Pace

1. Virtual Tour Preview – Mr. Hughes, Mr. Fendley, Ms. Englert

A demonstration was given on the virtual tour and Executive Council members provided feedback. Updates will be made and will be brought back to EC before it is launched.

2. Board of Visitors Agenda – Dr. Doss

The next Board of Visitors meeting will be held on January 30. Agenda items to be shared with Board members were discussed.

3. Summer Work Schedule

The Executive Council approved the 4-day, 10-hour work schedule for this summer, with the exception of several critical offices that will be staffed on Fridays from 8:00-12:00. Those offices will include Academic Advising, Admissions, Cashier, Financial Aid, Housing, and Registrar. The schedule will begin on May 28 and end on August 9.

4. Trail Grant Program

An inquiry was made regarding the interest in a walking/biking trail on the Monticello campus. The funding would come from applying for ArDOT grants. The Executive Council discussed the idea but decided not to pursue this project at this time.

5. Bookstore – Dr. Tucker

Issues were discussed regarding textbooks not being available for students. Mr. Becker will review the contract and schedule a meeting with Follett.

Executive Council Minutes

February 6, 2024

Present: Dr. Peggy Doss, Alex Becker, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. ROTC Program – Dr. Doss, Ms. Halley

The possibility of partnering with UAPB to offer a ROTC program was discussed.

2. Windgate/ANCRC Discussion – Dr. Doss

Ideas on how to improve the art area by applying for grants were discussed.

3. Nursing Grant Update – Dr. Tucker

The grant deadline has been extended, so there is no update at this time.

4. Petting Zoo Event – Ms. Halley

The Executive Council approved a request from the College of Forestry, Agriculture, and Natural Resources to host a petting zoo on April 13.

5. Projects Update – Mr. Becker

An update was provided on current projects including renovations to the football locker room, lighting on the baseball and softball fields, renovations to the headhouse, and paving at the MCB, Willard Hall, and in front of the Steelman Field House.

6. Operating Procedures 710.1 and 740.1

Revisions to OP 710.1 were discussed. Changes will be made and emailed to EC members for approval.

OP 740.1 will be reviewed and brought back for discussion at a later time.

Executive Council Minutes February 20, 2024

Present: Dr. Peggy Doss, Alex Becker, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Camp Request – Mr. Hughes

The Executive Council approved a request to allow 60 teachers/instructors to host a meeting on campus June 20-21.

2. Follett Update – Mr. Becker

A meeting was held with Follett yesterday in which issues with textbooks were identified.

3. Approval to Name the Exercise Science Lab – Dr. Doss

The Executive Council approved a request to name Willard Hall Room 225, the Dr. Boyce Davis Exercise Science Laboratory.

4. Solar Eclipse Planning Update – Mr. Hughes

Updates were given regarding activities that will be held on April 8 for the solar eclipse.

5. Budget Hearings – Mr. Becker

Dates have been reserved for budget directors to present their needs to the Executive Council.

6. Operating Procedure 710.5 and Request to Distribute Literature

Revisions to OP 710.5: Policy on Free Speech and Expressive Activities to Outdoor Areas of Campus, were discussed. Updates will be made in order to comply with Act 614 and emailed to EC members for approval.

The Executive Council approved a request to distribute literature.

7. Request for Adoption of Revised Faculty Office Hours

On February 14, the Faculty Council presented a proposed revision to the current faculty office hours policy to the Chancellor. A draft response was given to the Executive Council for review and discussion.

8. Revisions to Operating Procedures 301.1, 305.1, 410.3, 220.1

The Executive Council approved revisions to the following operating procedures:

OP 301.1: Cash Management

OP 305.1: Time Records

OP 410.3: Personnel Action Form Appointments, Terminations, Changes in Status

Changes will be made to OP 220.1: Affirmative Action Hiring Procedures and emailed to the Executive Council for approval.

Executive Council Minutes

March 11, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Dan Boice, Mark Spencer, Christy Pace

1. HLC Update – Ms. Halley, Mr. Boice, Mr. Spencer

A tentative schedule of tasks was provided for the HLC 2024-25 four-year assurance review. Committees have been working on criteria. UAM's HLC Liaison will visit campus September 25-27, 2024, and the comprehensive evaluation will be February 10-11, 2025.

2. Strategic Plan Update – Dr. Doss

Two drafts of the strategic plan were provided and discussed. The Executive Council voted to approve draft one. This will be submitted to the May Board of Trustees meeting for approval.

3. Process for Holding Transcripts – Ms. Halley

Last October, the Department of Education released its final rules to amend the implementing regulations to Title IV of the Higher Education Act of 1965. Due to these changes, the Executive Council voted to no longer hold transcripts based on a balance owed by the student, beginning July 1, 2024.

4. Commencement Participation – Ms. Halley

Due to offering more certificates, the Executive Council voted to allow students who complete a certificate of proficiency the option to participate in commencement.

5. Update on Budget Preparations – Mr. Becker

Mr. Lafever is working on combining all requests made during budget presentations. The colleges of technology will have meetings soon regarding their budget needs.

6. State Funding – Dr. Doss

Legislative expectations were discussed, as well as the creation of innovative concurrent programs.

7. Updates from System Office Chancellor's Meeting – Dr. Doss

Topics from last week's Chancellor's meeting were mentioned, including tuition and fees, health premiums, vehicle insurance, and grant notifications.

8. Solar Eclipse Update – Mr. Hughes

The solar eclipse event has been updated on the new UAM calendar, and a webpage has been launched. The activities that will take place to celebrate this event on April 8 were mentioned.

9. Club Sports – Mr. Hughes

Ideas for new club sports were discussed.

Executive Council Minutes

March 26, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Kelsey Englert, Christy Pace

1. Photographing Minors for Social Media Use – Ms. Englert

Discussion took place regarding photographing minors on campus. It is best to avoid taking pictures of children unless verbal or written permission is given from a parent or guardian. In large group shots where images are not readily identifiable, no release is needed. In instances where students attend with a school group, the release from the school will apply.

2. Recruitment and Retention Update – Ms. Englert

An update was given on mailers, which was divided into two groups this year. High school seniors received a mailer that contained pre-registration information. The second mailer, sent to juniors and sophomores, focused on scholarships and majors. Data was provided and discussed regarding marketing initiatives, including social media, emails, the You Belong webpage, and direct mail pieces.

3. Spring Pre-Registration – Ms. Halley

Spring pre-registration will be held April 1-12. Academic Affairs is offering an incentive for the academic unit most improved over last spring's final results. The winner will receive a catered meal. The unit in second place will receive pizza for a faculty meeting. The unit that has the highest percentage of students registered will also receive a prize.

4. Preparation for Campus Visits from Commissioner Ken Warden and Secretary Hugh McDonald

The itinerary and topics that will be shared at upcoming campus visits were discussed.

5. Single Parent Scholarship Fund – Dr. Doss

Information was provided by Makayla Washington, Program Manager for the Single Parent Scholarship Fund, regarding donations needed for this fund.

6. Arkansas History Day – Ms. Halley

The Executive Council approved a request from Dr. Kyle Day to use the tailgate area on May 17, 2024, to host the Drew Central Middle School for an event relating to Arkansas History.

7. Update on Club Sports and Dance Team – Mr. Hughes

An update was given regarding research on club sports and a dance team.

8. Other

The Executive Council approved a request to award a posthumous degree.

Executive Council Minutes April 9, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. FY25 Budget – Mr. Becker

A handout was provided on one-time and reoccurring budget requests, which included recommendations for each request. The Executive Council approved the recommendations that were discussed. Increases in tuition and fees were also discussed and approved by the Executive Council.

2. Transfer Scholarships – Mr. Becker

The Executive Council approved a proposal to make the following changes to the transfer scholarship policy:

- Combine the four current transfer scholarships into one tiered transfer scholarship program.
- Remove the requirement of transferring from a community college (applies only to the community college transfer scholarship currently offered).
- Award based on the number of transfer credits that UAM actually accepts, instead of the total number of completed hours from all other colleges/universities.

3. Pre-Registration Update – Ms. Halley

Pre-registration for summer and fall began last Monday. At this time, 56% of students who are eligible, have registered.

The Executive Council approved a request to allow the committee to award students a second Windgate grant if their initial award was less than \$500.

4. Alumni Events/Special Events – Dr. Grimes

Ideas for additional alumni events were discussed, as well as requests for reservations.

5. Freshman Applications/Enrollment – Mr. Hughes

A handout was provided on data regarding freshman applications and enrollment over the past six years.

6. Upcoming Events

Board of Visitors Meeting – April 11 at 4:00 p.m.
Winthrop Rockefeller Diner – April 11 at 5:30 p.m.

Winthrop Rockefeller Lecture – April 12 at 5:30 p.m.
UAM Rodeo – April 18-19 at 7:00 p.m., April 20 at 1:30 p.m.
Commencement – May 10 at 10:00 a.m. and 2:00 p.m.

7. Other

The Executive Council approved a request to allow students to participate in Educator Signing Day at the State Capitol during finals week.

Executive Council Minutes

April 23, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Thomas Lafever, Christy Pace

1. Budget – Mr. Becker and Mr. Lafever

Several scenarios for increases in tuition and fees were shown. The Executive Council voted to approve a 4.91% increase for the Monticello campus, and a 4.86% increase at the Colleges of Technology.

2. Graduate Survey – Ms. Halley

A survey that is sent to graduates two weeks prior to Commencement was shared. The response rate is about 30%. EC members were asked to review the survey and provide suggestions on changes that may be needed.

3. UAM Events Calendar – Mr. Hughes

The new events calendar on the UAM website was discussed. Vice Chancellors were encouraged to have all summer and fall events in their areas added to this calendar.

4. HLC Visit Planning/Coordination – Dr. Doss

Details were discussed regarding the HLC Conference last week attended by Ms. Halley, Mr. Boice, and Mr. Porto. A committee will meet in early August to prepare for the HLC Liaison campus visit on September 25-27.

5. Protocol for FAC Events – Dr. Doss

Recent events held at the Fine Arts Center were discussed.

6. University Assessment Report – Ms. Halley

The 2024 Assessment Report and Assessment Plan were distributed. Everyone was asked to review the documents before the next Executive Council meeting.

Executive Council Minutes

May 21, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Chancellor's Meeting Updates – Dr. Doss

A flyer was provided regarding the new NARCANSas app, which is a resource that contains information, links, and tools that will help assist an opioid overdose. The app will be promoted via email and the VISIX screens.

The completion percentages were provided for required employee training by the System Office. Vice Chancellors were asked to think of ways to encourage or assist employees in completing the training.

There will be no tolerance for late submissions of agenda items to the System Office.

2. Student Engagement – Mr. Hughes

Critical offices that normally work ½ days on Fridays will not be required to work on July 5 due to the holiday.

A handout was provided of important dates for events in Student Engagement.

An application for the Student Support Services grant will be submitted this year. A committee has been meeting regularly and a consultant has been assisting. The deadline for submission is July 15.

3. Academic Affairs – Ms. Halley

The UAM Assessment Plan provided at the last meeting was approved by the Executive Council. With one modification, the Executive Council approved the Annual Assessment Reports.

Site visits from HLC will not be required for new locations. Approval from the campus governance, Board of Trustees, and the Coordinating Board is still required.

Revisions to Operating Procedure 420.3 were discussed and approved by the Executive Council.

Discussion took place regarding holding diplomas due to a balance. This item will be brought back for further discussion.

The Executive Council approved a request to award a posthumous degree. The family does not wish to participate in a commencement ceremony.

4. GED Scholarship – Mr. Becker

The Executive Council approved granting the scholarship committee authority to review cases regarding students who have a GED and score high enough on the ACT or Accuplacer to qualify for a scholarship.

5. Building Maintenance and Cleanliness – Dr. Doss

Reports of issues in and around buildings on campus are not being made. As a reminder, walk-throughs of buildings should be done regularly, and work orders should be submitted as needed.

6. Press Releases – Dr. Doss

Vice Chancellors were asked to inform everyone in their area that if a press release is being requested, make sure to provide adequate information, including a quote if one is needed.

Executive Council Minutes

July 8, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Dr. Matt Pelkki, Christy Pace

1. Revisions to the Staff Handbook – Mr. Becker

Revisions to the staff handbook were distributed by email for review. The Executive Council approved the revisions.

2. Updates to University Policies – Dr. Doss

Vice Chancellors were reminded to review operating procedures in their areas and as needed, bring revisions to EC for approval.

3. Cost Containment Measures – Dr. Doss

A task force will be appointed to look at ways to contain costs.

4. Workforce Grant LOI – Dr. Pelkki, Dr. Tucker, Mr. Ware

Three letters of intent for HIRED workforce grants will be submitted today. Each proposal was discussed.

5. Professional Development Week – Ms. Halley

The draft schedule for professional development week was discussed.

6. Enrollment Update – Mr. Hughes

A handout was provided on trend data regarding applications, enrollment, SSCH and housing.

7. Process for MOU's

In order to be consistent across all three campuses, agreements should be called MOU's, not MOA's. The approvals should include the instructor, vice chancellor and chancellor.

8. OP 755.1 – Mr. Becker

A policy is being created regarding maintenance uniforms. Once finalized, it will be brought back to EC for approval.

9. Concurrent Credit – Dr. Doss

Concurrent credit courses should not be offered at the financial expense of other academic offerings.

10. Continuing Education – Dr. Doss

Opportunities for continuing education courses were discussed.

Executive Council Minutes

July 23, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Professional Development Week – Ms. Halley

The schedule for Professional Development Week is in the final draft. It will be sent to the copy center later this week for printing.

2. Operating Procedure 520.3 – Ms. Halley

Operating Procedure 520.3 regarding tuition for off-campus classes was discussed. This policy referred to Board Policy 520.11, which was deleted by the UA Board of Trustees in 2017. The Executive Council voted to delete this operating procedure.

3. Weevil Welcome Week – Mr. Hughes

Handouts containing important dates for the fall semester, details for freshmen move-in/orientation and welcome week activities were provided. There are currently 138 new freshmen.

4. Grant Approval Processes/Signatures – Dr. Doss

Vice Chancellors were reminded that the Chancellor's office should be notified of all grants and that each grant application should go through the proper approval process.

5. Enrollment Update – Mr. Hughes

A handout was provided on trend data regarding applications, enrollment, SSCH and housing. Social media ads have been launched and students who have not registered are being called.

6. Campus Space/Usage – Dr. Doss

Vice Chancellors were asked to review the space in their respective areas and consider options that would best utilize all areas.

7. Weevil Welcome Cookout

The Executive Council reviewed their calendars and selected Monday, September 16 for the Weevil Welcome Cookout at the City Park hosted by the Monticello-Drew County Chamber of Commerce.

8. WRDL Advisory Committee

Due to the resignation of the previous UAM representative on the Winthrop Rockefeller Advisory Committee, the System Office needs a replacement. The Executive Council nominated Ms. Kristie Fowler in the School of Education.

9. Faculty Handbook Committee – Ms. Halley

Proposed revisions to the committees listed in the faculty handbook were provided and discussed. The Executive Council approved the recommendations.

Executive Council Minutes

August 6, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Professional Development Week – Ms. Halley

The schedule for Professional Development Week was emailed yesterday. The activities for each day were discussed.

2. Building Lights – Dr. Doss

A list of lights being left on after hours was provided. Vice Chancellors were asked to review the list and remind employees to turn off the lights.

3. Retraining Event Discussion

Due to plant closings, opportunities to offer retraining were discussed.

4. HIED Responses to Operational Challenges

The following topics were discussed to help address financial and operational challenges: diversify revenue, embrace technology, enhance student support services, strengthen industry partnerships, improve operational efficiencies and strengthen alumni networks..

Executive Council Minutes August 19, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Innovation Grant Application – Dr. Doss

A draft application for the innovation grant was provided and discussed. An email will be sent to the netlist on September 3 with details on how to apply.

2. Fall Enrollment/SSCH Comparison to Budget

A handout comparing SSCH to budget was provided and discussed.

3. Housing Update – Mr. Hughes

At this time, there are 483 students signed up for housing, with 449 students checked in.

4. Debriefing of Professional Development Week

An overview of Professional Development Week was discussed, including positive feedback as well as ways to improve next year.

5. Kickoff in Arkansas on August 29

The Board of Trustees, UA System Administration and Governor Sanders have joined together to celebrate “Kickoff in Arkansas”. A small delegation from each campus has been invited to attend. Event details were discussed.

6. HLC Liaison Visit on September 25-27

Vice Chancellors were reminded of the visit in September by UAM’s HLC Liaison. More information on meeting times will be provided later.

7. Groundbreaking for the Forest Health Research Center

Details regarding the groundbreaking for the Forest Health Research Center were discussed.

8. Operating Procedure 555.2

An operating procedure regarding honorary degrees that was created several years ago was discussed. A few revisions were suggested and the policy was approved by the Executive Council.

Executive Council Minutes

September 3, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Debrief of Welcome Week – Mr. Hughes

Move-in day for freshmen and returning students was discussed, as well as student participation in activities that took place during welcome week.

2. Fall Enrollment and SSCH

Handouts on student semester credit hours were provided and discussed.

3. Program Viability

Programs that are not meeting viability were discussed.

4. Innovation Grant – Dr. Doss

Private funds have been allocated for the 2024–2025 academic year to support innovative initiatives to enhance student retention and completion. Details on applying for this grant will be emailed today.

5. Workforce Training Modules

Sample modules of workforce training were shown and discussed. Vice Chancellors were challenged to create at least one idea per academic unit that could be offered at UAM.

6. Building a Strong Strategy for Retention During the Fall

Discussion took place on ways to retain students.

7. Website Languages – Mr. Hughes

An admissions handout was distributed that is written in English on one side, and Spanish on the other. Web browsers allow for language selection, and the translation on our website will be reviewed so that instructions can be provided to those who may need it.

8. Required Training in Workday

A list of employees who have not completed their required training in Workday was sent from the System Office. Vice Chancellors were asked to follow up with those on the list to make sure the training is finished.

Executive Council Minutes September 17, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. CAMP Grant Update – Dr. Tucker

The submission date for the College Assistance for Migrants Program was changed to November 13. An update was provided on the status of applying for this grant.

2. Event Request – Dr. Grimes

A request for an off-campus organization to hold an event on campus was discussed. Due to the timing and end-of-the-year activities for the campus, the Executive Council denied this request.

3. Workforce Training Modules

Vice Chancellors gave an update on ideas for training modules in their respective areas.

4. Cost Containment Update – Mr. Becker

The Cost Containment Committee met in August and is scheduled to meet again at the end of September. Consolidations, bulk ordering, and a review of contracts are being discussed.

5. Budgets – Mr. Becker

A handout regarding proposed budget cuts was provided and discussed.

6. Operating Procedure 425.1

Operating procedure 425.1 regarding staff and faculty enrollment in university courses was discussed, as well as the dynamic form for requesting tuition discounts. Proposed revisions to both the operating procedure and the form will be brought back to the Executive Council for discussion and approval.

7. Updates were provided on the following upcoming events:

- ♦ Homecoming
- ♦ Forest Health Research Center Groundbreaking
- ♦ Parent/Family Day

Executive Council Minutes September 30, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Dr. Traci Jones, Christy Pace

1. Education Update from ADE – Dr. Jones

A handout was provided and discussed regarding education degrees.

2. Finance and Administration Updates – Mr. Becker

Music Building Proposal for Historic Register Designation – In the past, the Music Building has not been considered for the National Register due to the metal roof. However, some properties with metal roofs have successfully been listed recently. The process will begin to list this building. An estimated date to present it to the Review Board will be August 2025.

Revisions to OP 425.1 – Recommended changes to OP 425.1: Staff/Faculty Enrollment in University Courses were discussed. EC members will send comments on the revisions to Mr. Becker.

Update on Campus Projects – An update was provided on the Red Barn, VPAC, and Forest Health Research Center projects.

Policy for Office Space for Outside Agencies – EC members were asked to review OP 730.1: Use of Facilities Designated to Student Organizations or Leased to Outside, and send Mr. Becker recommendations for revisions.

3. Academic Affairs Updates – Ms. Halley

CAO Meeting Discussions – Updates were provided from the CAO meeting held on September 27. ADHE shared an update on federal financial aid and state financial aid. ADHE asked to be notified if any Arkansas students were offered early access to the FAFSA. ADHE will solicit volunteers for a number of projects, including reviews of the General Education Core and the Programmatic Change Policy. ADHE will also solicit feedback from institutions on running either pilots for reduced-credit bachelor's degrees or forming a taskforce to study reduced-credit bachelor's degrees.

HLC Visit by Dr. Stenson – EC members discussed the visit with Dr. Stenson and provided feedback to share with the HLC Steering Committee.

8-Week Two Class Enrollment Updates and Efforts – Enrollment numbers for several 8W2 courses were provided and it was noted that students may register through October 14.

4. Advancement and Alumni Updates – Dr. Grimes

Windgate Grant Report Update – The final report for the 2022-23 need-based scholarships and nursing program support grant was submitted on October 27.

Homecoming – A schedule of events was provided and discussed.

Phone-a-Thon Fundraiser – Student workers will be hired to assist with a phone-a-thon.

5. 8-Week Program Offerings – Dr. Tucker

The Business Technology program will be offered in an 8-week format to allow students flexibility in admission, enrollment, and graduation for the program.

6. Other – Ms. Halley

Planning is underway for Military Appreciation Day on November 2.

Executive Council Minutes

October 21, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Reflections of Last Week

A debriefing was given on the following recent events: Homecoming, the Forest Health Research Center Groundbreaking, and Parent/Family Day.

2. Update on 8-week 2 Classes, Enrollment, and SSCH

The addition of several 8-week 2 classes was discussed, including the additional enrollment and student semester credit hours from these classes.

3. Retention Efforts

Efforts to retain students were discussed.

4. Scheduling of Events and Meetings

Vice Chancellors were reminded to be thoughtful in scheduling meetings during times when major events are being held.

5. Give-Aways/Raffles

Requests have been made to raffle off promotional items or scholarships. The Executive Council denied this request and will continue discussions regarding this topic. It was noted that student organizations or those using agency accounts have different guidelines.

6. Other

Vice Chancellors provided updates from their respective areas.

Executive Council Minutes October 29, 2024

Present: Dr. Peggy Doss, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, John Kidwell, Christy Pace

1. Fire Preparedness

Plans were developed in the event of a fire incident on one of the three campuses.

2. Fall Budget

The efforts to offset deficits have helped the overall budget, which included additional classes, reduced budgets, reorganizations, and salary savings.

3. Commencement – December 13 at 10:00 a.m.

At this time, 95 students have ordered regalia and 130 have confirmed they will participate in commencement. Rehearsal will be held Thursday, December 12 at 3:00 p.m.

4. Military Appreciation Game – November 2 at 2:00 p.m.

Details for Saturday's football game were discussed, including the presentation of colors by Watson Chapel JROTC before kickoff and the special recognition of all military branches during halftime.

5. Other

Vice Chancellors provided updates from their respective areas.

Executive Council Minutes November 12, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Jay Hughes, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Visit to UA Hope-Texarkana

Representatives from UAM and Drew Central School District visited the UA Hope-Texarkana campus on Monday to discuss their collegiate academy.

2. Spring Enrollment

An update was provided on enrollment for the spring semester compared to enrollment last year at this time.

3. Board of Visitors Meeting

The next Board of Visitors meeting will be held Thursday at the McGehee campus. Agenda items to be shared with Board members were discussed.

4. Operating Procedures 420.3 and 425.1

OP 420.3: Number of Class Days and Minimum Enrollment Standards will be reviewed and brought back for discussion at a later time.

Revisions to OP 425.1: Staff/Faculty Enrollment in University Courses were discussed. Changes will be made and emailed to EC members for approval.

5. Scholarship Stacking Policy

The scholarship stacking policy was provided and reviewed.

Executive Council Minutes December 3, 2024

Present: Dr. Peggy Doss, Alex Becker, Dr. Landon Grimes, Crystal Halley, Dr. Tracy Tucker, Bob Ware, Christy Pace

1. Policy Follow-up – Dr. Doss

Updates were given on policies discussed at the November Chancellor's Meeting, including governance, student code of conduct, Title IX, and gainful employment.

2. FLSA/Exempt Salary Increase – Mr. Becker

A federal court in Texas has invalidated the U.S. Department of Labor's Final Rule regarding the exemption for executive, administrative, and professional employees. All aspects of the Final Rule, including the increase that went into effect on July 1, 2024, are invalid. The salary threshold for exempt status reverts to the DOL's 2019 rule, which is \$35,568. A list of employees affected by this change was provided and these employees will become exempt again, starting January 1, 2025.

3. Commencement – Ms. Halley

Details for Commencement on December 13 were discussed. There are currently 161 students planning to participate.

4. Spring 2025 Enrollment – Ms. Halley and Mr. Becker

There has been a slight increase in SSCH for the spring semester. An update was provided comparing data from last year at this time. Offices are working to get students registered.

5. Collegiate Academy – Ms. Halley, Dr. Tucker

An update was given on meetings held with Drew Central School District regarding forming a collegiate academy.

6. Operating Procedure 650.1 – Ms. Halley

OP 650.1: Continuing Education was provided and discussed. Revisions will be proposed and brought back for approval.

7. Workday Student – Dr. Doss

The impact of Workday Student was discussed, especially for the Office of Admissions.