

**MINUTES**  
**ARKANSAS SCHOOL FOR MATHEMATICS, SCIENCES,**  
**AND THE ARTS**  
**BOARD OF VISITORS REGULAR MEETING**  
**December 6, 2005**  
**5:00 p.m.**

The Arkansas School for Mathematics, Sciences, and the Arts (ASMSA) Board of Visitors met in the Boardroom on the first floor at 200 Whittington Avenue, Hot Springs, Arkansas.

**I. CALL TO ORDER**

Mrs. Lynda Samons, Chairman, convened the Board of Visitors regular meeting into open session at 5:00 p.m.

**II. ESTABLISH QUORUM**

**Members Present**

Mrs. Lynda Samons, Chairman  
 Mr. Luke Gordy  
 Ms. Robin King  
 Mr. Charles Nelson  
 Ms. Kathy McFarland

**Members Absent**

Ms. Marynell Branch

**Ex-Officio Members Present**

Ms. Ann Biggers, designee for Dr. Ken James, Director, Arkansas Department of Education  
 Dr. Gail McClure, designee for Dr. John Ahlen, President, Arkansas Science & Technology Authority  
 Dr. Clinton Atchley, Vice President, Parent's Association  
 Ms. Jennifer Wu, President, Student Government Association

**Ex-Officio Members Absent**

Dr. Suzanne Mitchell, designee for Dr. Linda Beene, Executive Director Arkansas Department of Higher Education  
 Ms. Joy Pennington, designee for Ms. Cathie Matthews, Director, Department of Arkansas Heritage

**Administrative Members Present**

Dr. John Measel, Director  
 Dr. Janet Hugo, Dean of Academic Affairs  
 Mrs. Diana Hampo, Interim Dean of Residential Affairs  
 Mr. Jeff Nixon, Public Relations/Recruiting Director  
 Mrs. Kay Provus, Fiscal Manager  
 Mr. Christopher Robbins, Outreach Director  
 Mrs. Lorraine Munroe, Administrative Assistant

**Administrative Members Absent**

None

Mrs. Samons welcomed Mr. Charles Nelson, ASMSA's newest Board member.

### **III. APPROVAL OF MINUTES**

A motion was made by Ms. King and seconded by Mr. Gordy to approve the minutes of the Board of Visitors Regular Meeting of October 5, 2005 with the following correction: Page 7, last sentence – change Ms. Julian to Dr. Julian. Motion passed unanimously.

### **IV. CONSENT AGENDA**

#### **1. Information – Dr. Measel**

Dr. Measel stated that the ODE payment was received in full from the Department of Education.

Jennifer Wu asked Dr. Measel what were the chances of the school purchasing the warehouse that is currently owned by Mountain Valley Water. Dr. Measel stated that Dr. Sugg has a letter outlaying the steps to purchase the warehouse. Dr. Measel stated that in the past, the institution did not have the money to make the purchase; however, that has changed and the school now has the funds. Dr. Measel advised the new Board members about the potential purchase of the warehouse and that the school wants to buy it so that the students will have a facility to take physical education. Dr. Measel explained that currently the students are bused to Lake Hamilton School District in order to meet the physical education needs. Dr. Measel stated that he has received one appraisal of the property and although the University requires two appraisals, he did not want to go forward with the second appraisal until the University advised him that he can purchase the property. Dr. Measel reported that he made a recommendation to Dr. Sugg that an offer be made contingent upon the second appraisal. If the offer is accepted, Dr. Measel's proposal is to pay half with cash and the other half be borrowed, with Trustee approval, over a three or four year period of time. Dr. Measel stated that the institution has no history of borrowing money and if necessary, the school can put up the remaining money in the form of a bond as security. Dr. Measel stated that he would hopefully have an answer before Christmas.

Dr. Measel stated and he would like Mr. Nixon to discuss the new admission's policy and asked the Board to take a tour of the seventh floor after the meeting. Dr. Measel explained that the seventh floor was an unfinished floor that needed to be completed for the Arts program.

Dr. Measel introduced Wes Burton, ASMSA's Facilities supervisor.

Dr. Measel reminded the Board that they needed to appoint a Nominating Committee. Dr. Measel reported that Mrs. Samons can serve one more year as Chair and should the Board decide, Mrs. Samons could continue to serve as Chair if she accepts the appointment.

Dr. Measel reported that he has not been informed on Paul Lindsey's replacement.

Dr. Measel asked the Board if they would advise him of their schedules for February and March so that he can plan a Board retreat.

Regarding ASMSA's security issues, Dr. Measel stated that the installation of a security unit would control the security system. Dr. Measel reported that a map was created by Chris Robbins and his personnel that depicted the location of the present exterior cameras. He stated that with the help of the security staff, a determination will be made as to where the blind areas are situated and the computerized system will control the cameras and the recordings.

Dr. Measel stated that a number of new computers have been ordered and an additional twenty computers will be installed in the Library. Dr. Measel reported that as the older computers are replaced, they will be given to some of ASMSA's distance ed schools.

Dr. Measel reported that ASMSA's distance education program has grown to over 3,400 students many of which are students taking courses that are eligible for concurrent enrollment. Dr. Measel stated that he will meet with the Chancellor of the University of Arkansas – Hope that has the largest college distance ed program in the state and will look at the possibility of ASMSA's distance ed students being able to be eligible for concurrent enrollment through U of A – Hope. Dr. Measel also stated that UALR has approached him about a concurrent enrollment program for ASMSA's residential students. Dr. Measel reported that ASMSA is participating in some concurrent enrollment courses with U of A – Fayetteville.

Dr. Measel suggested to the Board to look at ASMSA's new website.

Dr. Measel reported that graduation would be held on May 20 at 2:00 p.m. at the Hot Springs Convention Center. Dr. Measel stated that Dr. Linda Beene would be the guest speaker.

Dr. Measel stated that much of the work at the school is contracted and that Powers of Arkansas (the company that handles the HVAC system) was recently sold to Alan Hope, an engineer, who also handles several other campuses around the state. New personnel have been assigned to the institution and they have been working with Wes Burton to solve many outstanding problems. Powers has also been working with ASMSA's on-call engineering company, Mid-South Engineering, looking at the City's HVAC repairs and re-roofing the Nunnery. Dr. Measel stated that there is a plan to move the business offices to the third floor of the Nunnery.

Dr. Measel stated that the University is slowly turning over all the business functions to ASMSA's business office.

Dr. Measel stated that the windows will be caulked and the City will be sending equipment to accomplish this task.

2. a. Financial and Physical Plant – Mrs. Provus

No request for clarification of this report.

b. Security Report - No request for clarification of this report.

c. Powers of Arkansas – Monthly Energy Report

No request for clarification of this report.

d. Maintenance Report - No request for clarification of this report.

3. Student Services Report – Dean Hampo

No request for clarification of this report.

4. Academic Life Report – Dr. Hugo

No request for clarification of this report.

5. Outreach Director's Report – Mr. Robbins

No request for clarification of this report.

6. Staff Development Report – Monthly Conference Travel

No request for clarification of this report.

7. Public Relations/Recruitment Report - Mr. Nixon

Mr. Nixon stated that there has been a change in the admissions procedure. The rationale for changing the admissions plan was to entice students to apply earlier to ASMSA. Mr. Nixon stated that the application process was divided into two deadlines – early notification deadline of February 1, and regular deadline of March 1. Mr. Nixon stated that in order for a student to qualify for an early notification deadline they must have a completed application that includes their test scores. They also must have successfully completed their sophomore year, shadowed with a current student, gone through the interview process, have a high GPA and ACT score (24-25) and they must have high teacher recommendations. Mr. Nixon stated that if all the criteria is met, a

conditional invitation would be sent to the student advising them that their credentials were acceptable. The letter also states that anything were to arise at a later date to change the outlook of the student, the application would be re-evaluated. Mr. Nixon stated that one of the advantages for an early decision for top notch students is that it will eliminate some of the distractions students have (i.e. applying to different clubs at their home school) that come up later in the school year. They will also be able to tell their friends that they will be attending ASMSA. Mr. Nixon stated that the University of Arkansas has an early admissions policy with an early admission's deadline. Mr. Nixon stated that even though a student did not qualify for early admission, that student could apply at a later time for regular admission. Mr. Nixon stated that there has been an increase in the number of applicants already and a marked increase in the number of shadows.

Ms. Biggers stated that the new admissions process disturbed her because it appeared that the early students, who are the cream of the crop, did not have to compete with the rest of the students. Mr. Nixon stated that the purpose of the new admissions process is to look at students who have already proven to have the necessary qualifications to be admitted to ASMSA. Ms. Biggers stated that she is looking at the different areas of the state and the students who apply are not all being admitted with the same credentials. Dr. Measel stated that the ratio of students from the various areas of the state couldn't be changed. Dr. Measel stated that all of the medical schools in the nation have early admissions as well. Dr. Measel stated that he thought it would be a good idea for the Board to examine the data in the future to determine if early admissions is working or not working. Ms. McFarland concurred with Dr. Measel that the early admission's process is something that students will have to get use to especially since many institutions already have the process in place.

#### 8. Parents' Association Report

Dr. Measel stated that the Parents' Association has volunteered to pay for lighting the courtyard.

Dr. Atchley stated that the Parents' Association is trying to do as much as they can to support the students.

Mrs. Samons stated that the Board really appreciates the partnership between the Parents' Association and the school.

#### 9. Student Government Report

Jennifer Wu introduced the new SGA Junior officers for 2005-2006.

Ms. Wu stated that the SGA has been working closely with the residential staff on fire drill procedures and the washer and dryer situation.

Mrs. Samons stated that a Board retreat would be scheduled in February or March depending on Board availability.

**VII. AUDIENCE WITH INDIVIDUALS OR GROUPS**

No request or comment from an individual or group.

**VIII. ADJOURNMENT**

With no further business to conduct, the meeting was adjourned.

Approved as written \_\_\_\_\_ Approved as amended \_\_\_\_\_

*Lynda Samons*

*08-08-06*

(Date)