MINUTES
ARKANSAS SCHOOL FOR MATHEMATICS, SCIENCES, AND THE ARTS
BOARD OF VISITORS REGULAR MEETING
May 24, 2012
4:00 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

Dr. Lynne Dardenne, Chairman, convened the Board of Visitors regular meeting into open sesson at 4:04 p.m. and welcomed all of the Board members. Dr. Dardenne introduced new Board member, Hayward Battle, to the Board.

II. ESTABLISH QUORUM

Members Present	Members Absent
Lynne Dardenne, Ph.D., Chair Mr. Luther Lowe, Vice-Chair Mr. Hayward Battle Mrs. Karen Garcia Mrs. Leigh Merry Mrs. Julie Mullenix	

Ex-Officio Members Present	Ex-Officio Members Absent
Ms. Marta Gwyn Collier, designee for John Ahlen, Ph.D., President, Arkansas Science and Technology Authority Ms. Joy Pennington, designee for Ms. Cathie Matthews, Director, Department of Arkansas Heritage Ms. Martha Carlson, Vice President, ASMSA Parents' Association	Mr. Shane Broadway, Interim Director Arkansas Department of Higher Education Ms. Mary Kathryn Stein, designee for Tom Kimbrell, Ph.D., Commissioner, Arkansas Department of Education

Administrative Members Present	Administrative Members Absent
Janet Hugo, Ph.D., Director Janice Sullivan, Ph.D., Dean of Academic Affairs Mr. Chris Robbins, Dean of Distance Education and Information Technology Mr. William Currier, Dean of Students Mrs. JaNan Abernathy, Director of Finance Mr. Greg Reed, Director, Institutional Advancement Mrs. Lorraine Munroe, Administrative Assistant	

III. APPROVAL OF MINUTES

A motion was made by Mrs. Garcia and seconded by Mr. Lowe to approve the minutes of February 7, 2012. Motion passed unanimously.

IV. CONSENT AGENDA

Director's Comments – Dr. Hugo

Mrs. Mullenix asked Dr. Hugo if she was aware that the ASMSA graduation was on Memorial Day weekend. Dr. Hugo stated that the graduation date is set based on the College Board AP exam schedule and that the exams are being given later in the month.

Dr. Dardenne reminded the Board that graduation was on Saturday, May 26th.

1. Financial Report – JaNan Abernathy

   There were no questions pertaining to the Financial Report. However, Mrs. Abernathy highlighted the financial report by stating that there would be a 2% salary increase for employees and a $500 stipend from the Contingency Fund would be given to employees in the May 31st paycheck.

   Mrs. Abernathy also reported that Distance Education would be losing two teachers and they will need to be replaced. Dr. Sullivan also stated that a Computer Science teacher was needed but the budget would not allow it at this time.

2. Residential Affairs Report – William Currier

   Dean Currier reviewed his report. Dean Currier stated that students have signed up for the Fitness Challenge in the nurse's office. Dean Currier stated that Dr. Sullivan instituted a "Wellness Program" for the campus and the program is going very well. Faculty and staff have also participated in the program.

   Mr. Lowe asked about the security setup in the new building. Dean Currier stated that cameras will be located in the hallways and on the outside of the building. The lighting system will turn off to conserve energy and will turn on when it detects movement in the hallway. Dean Currier reported that key cards will be used during the day to access different floors of the same gender but after lights out, key cards will be deactivated and students will be unable to go to different floors unless they are accompanied by a member of security.

   Dr. Dardenne mentioned that it may be a good idea for the nurse to keep a record of visits that the students make to the nurse's office to see if moving to the new Student Life Building has made a difference in health issues of the students.

   Mrs. Carlson interjected saying that she viewed the Blue and You Fitness Challenge on the internet and stated that 75% of participants are participating in the program.

   Ms. Collier stated that while she was on tour of the new Student Life Building, concerns were brought up about whether the new building would have room for expansion of additional rooms. Mr. Reed stated that room for expansion was planned and there is room on the back of the building to do so. The expansion is noted on the Campus Master Plan.

   A question was asked whether or not the opening of the new establishment across from the school has had an impact on the school. Both Dr. Hugo and Dean Currier stated that it has not interfered with the operation of the school at all.

Dean Currier gave an overview of the Residential Life staff that was requested by Mrs. Mullenix.

3. Academic Affairs Board Report – Dr. Sullivan

   Dr. Sullivan stated that no student has left this year for academic reasons.

   Dr. Hugo stated that retention in past years has been approximately 70% and this year it was 89%. Dr. Hugo credits the Academic Affairs and Residential Affairs offices for working with the students and indicating how important it is for students to stay.

   Dr. Hugo stated that scholarships totaled $10.2 million and that 85% of students are staying in-state this year. Dr. Hugo reported that there is no real way to track students once they leave ASMSA. She stated that many times after a couple of years the student will call for their transcript saying that they are going to another college but there is no real way to track them to see where they are. Dr. Hugo stated that there is a form that a student fills out prior to graduation requesting contact information.

   Dr. Hugo reported that ASMSA won State in the Quiz Bowl competition and the students were leaving on May 26 for the Nationals.

   Dr. Sullivan stated that there are 135 juniors coming in the fall. Students who attend ASMSA who are from Arkadelphia and El Dorado are still eligible for the Promise Scholarships.

   In response to Dr. Dardenne's question, Dr. Hugo stated that the ACT average for 2011 was 28.6.

4. Office of Distance Education and Information Technology – Chris Robbins

   Mr. Robbins discussed the I3Grant which is a $3.5 million grant leveraging the $250,000 Walton contribution and an additional approximately $200,000 in contributions from Cisco that will focus on bringing college opportunities to rural Delta schools.

   Mr. Lowe asked if Security fell under the responsibility of Mr. Robbins' area. Mr. Robbins stated that his involvement is limited to technical support. Mr. Lowe asked if the cameras recorded in real time and if all records are kept from previous years. Mr. Robbins stated that tapes are archived for only one week. Mr. Lowe asked if the cameras would permit remote access and Mr. Robbins stated that it will. Mr. Lowe asked if cameras would be installed in the Library and Mr. Robbins stated that he did think that cameras were installed in that area.

   Dr. Dardenne asked Mr. Robbins how the changes in the Consortium impacted the Distance Education department. Mr. Robbins stated that it curtailed his ability to control the department's financial destiny. Mr. Robbins reported that under the Consortium, his department is no longer permitted to charge tuition. Without the ability to charge tuition in the vast majority of Arkansas schools that do join the Consortium, Mr. Robbins stated that he may have to turn students away this year. Mr. Robbins stated that he has never had to do that in prior years and is not happy to have to do so now. Mr. Robbins stated that he can charge $600 per student tuition per semester to out-of-state schools and also to in-state schools that do not participate in the Consortium.

Mrs. Mullenix asked if the Consortium was created by statute/regulation through the Department of Education and Mr. Robbins replied stating that it was created by the Department of Education Rules and Regulations. Mr. Robbins stated that there was a significant reduction in the Distance Learning Tuition Grant budget and believes that it was ADE's reaction to the reduction in funds for those scholarships.

5. Institutional Advancement – Greg Reed

Dr. Hugo introduced Greg Reed, Director of Institutional Advancement, to the Board.

Mr. Reed reported that he has used the last four months being in his position to see what has worked and what has not worked and to develop a plan for the fall. Mr. Reed stated that his department has a request for $1 million in grants at the present time. He stated that his department is comprised of Vicki Hinz, Development Specialist; Mia Anderson, Public Relations Specialist; Fred Zipkes, teacher and Graphic Artist. Mr. Reed stated that at this time, he felt that he needed to run a lean department. He reported that budgets have been tight at the school and felt that he needed to eliminate one position in his department. Stephanie Rizzo's half-time position with the Institutional Advancement department has been eliminated but will continue with one-half time in the Academic Affairs department.

Mr. Reed reported that bringing down the old building and opening up the campus are very challenging and that the Foundation logo was created to mirror the school logo.

Mr. Reed reviewed the operations of his department and the developing of plans and guidelines for the ASMSA Foundation, as well as tapping into the alumni for support.

6. Parents' Association – Mrs. Martha Carlson

Mrs. Carlson reported that the Parents' Association had a great year. Mrs. Carlson stated the importance of comfort, communication and continuity with the students and the parents. Mrs. Carlson reported that it is important to extend the relationship of the Parents' Association even after the students graduate.

Mrs. Carlson thanked Abijah Kratochvil and the Admissions Department on how well the Open Houses have gone this year.

A motion was made by Mrs. Karen Garcia and seconded by Mr. Hayward Battle to accept the Consent Agenda. Motion passed unanimously.

V. OLD BUSINESS

Dr. Dardenne thanked Dr. Hugo and her staff for having the vision and making the new Student Life Center a reality. On behalf of the Board of Visitors, Mrs. Mullenix presented Dr. Hugo with a gift.

Dr. Hugo thanked the Board for the gift and for all of their support in the past.

VI. NEW BUSINESS

Dr. Dardenne stated that at the September meeting a Nominating Committee needed to be established for the election of Chair and Vice Chair.

Dr. Dardenne welcomed incoming ASMSA Director, Corey Alderdice.

Mr. Alderdice thanked the Board for their vote of confidence and is looking forward to many great things that will continue to happen at the school.

VII. AUDIENCE WITH INDIVIDUALS OR GROUPS

No request or comment from an individual or group.

VIII. ADJOURNMENT

The meeting adjourned at 6:10 p.m.

Approved as written ______________ Approved as amended ______________

Karen Garcia 9-18-12

Mrs. Karen Garcia, Secretary (Date)