

ARKANSAS HIGHER EDUCATION COORDINATING BOARD
Regular Quarterly Meeting
February 6, 2004

Minutes of Meeting

The February 6, 2004 regular meeting of the Arkansas Higher Education Coordinating Board was held in the Donaghey Student Center on the campus of the University of Arkansas at Little Rock in Little Rock, Arkansas. Chairman Phil Ford called the meeting to order at 10:20 a.m. with a quorum of Board members present.

Coordinating Board present:

Phil Ford, Chair
Dr. Dan Grant, Vice Chair
Betsy Thompson, Secretary
Jodie Carter
Bob Cheyne
David Damron
Kaneaster Hodges
Bill Johnson
Dr. Lynda Phillips Johnson
David Leech
Dr. Anne Trussell

Department staff present:

Dr. Linda Beene, Director
Dr. Steve Floyd, Deputy Director
Rita Fleming, Senior Associate Director
Dr. Karen Wheeler, Associate Director of Academic Affairs
Ron Harrell, Assistant Director for Planning and Accountability
Vikki Moore, Agency Fiscal Manager
Cynthia Moten, Coordinator of Academic Affairs
Jeanne Jones, Assistant Coordinator of Academic Affairs
Dr. Gene Aist, Coordinator of Federal Programs
Shelia Mauppin, Coordinator of Federal Programs
Patsy Strode, Coordinator of Institutional Certification
Julie Bates, Coordinator of Institutional Finance
Scott Trotter, Financial Manager
Judy McAinsh, Coordinator of Health Education Grant Programs
Christina Miller, Coordinator of General Administration
Mary Fedrick, Administrative Assistant

Presidents, chancellors, other institutional representatives, members of the press, and guests were also present. Chairman Ford introduced Dr. Joel Anderson, Chancellor of the University of Arkansas at Little Rock.

Dr. Anderson welcomed the Coordinating Board, department staff, and others to the campus and provided the Board a brief history on the institution and its activities. Chairman Ford expressed on behalf of the Board the appreciation of the Board members for all the hard work of Dr. Anderson and his staff in arranging this meeting, and proceeded to introduce special guests Joey Hughes (Jodie Carter's guest) and Dr. James Hendren, Blue Ribbon Committee member.

Chairman Ford stated that the Board had received a letter of resignation from Board member Sandra Kennett. She was unable to attend the meeting but would be presented a plaque privately to thank her for her service to the Coordinating Board.

Agenda Item No. 1
Approval of Minutes

David Leech moved approval of the minutes of the regular meeting on October 24, the Special Meeting on December 5, and the special teleconference meeting on January 6, 2004. Jodie Carter seconded the motion, which was unanimously approved by the Coordinating Board. Chairman Ford confirmed that the January 6 meeting was a transcript due to the hearing in the matter of the Southern College of Naturopathic Medicine.

Chairman Ford reminded the campuses of the importance of adhering to the deadlines for submitting program proposals and agenda items in an effort to avoid calling special meetings. He then welcomed Dr. Linda Beene to present her Director's report.

Agenda Item No. 2
Report of the Director

Dr. Beene commented on the status of the 60-day Special Legislative Session and the several hundred bills currently being tracked and analyzed that affect higher education. Dr. Beene thanked Dr. Steve Floyd and other Higher Education senior staff members for their roles during the legislative session. Dr. Beene also recognized and thanked the institutional liaisons that helped get the tax revenue bill passed.

She then reported a successful audit of funds for the Youth Opportunities Unlimited (Y.O.U.) program, which provides services for at-risk students. Dr. Beene extended a special thank you to LeAnne Bird for her hard work and involvement in this program. She also thanked Melissa Goff, Financial Aid Manager who was out of town, and recognized Elyse Price for their efforts on the

eighteen scholarship programs, specifically the Academic Challenge Scholarship Program. Dr. Beene congratulated Dr. Fred Taylor on his retirement and Dr. Jack Lassiter's appointment as President of the University of Arkansas at Magnolia. She then introduced Mary Fedrick as a new staff member providing administrative support to Dr. Beene and Dr. Floyd.

Dr. Dan Grant presented the report of the Academic Committee and Dr. Lynda Johnson moved approval of Agenda Item Nos. 3-16, 18, and 24. Kaneaster Hodges seconded and the Coordinating Board unanimously approved the motion.

David Leech presented the report of the Finance Committee and moved approval of Agenda Item Nos. 19-22. Dr. Trussell seconded the motion and the Coordinating Board unanimously approved.

Agenda Item No. 3
Associate of Applied Science in Nursing at Paragould
by Arkansas Northeastern College

The administration and Board of Trustees of Arkansas Northeastern College (ANC) request approval to offer their existing Associate of Applied Science (A.A.S.) in nursing at the ANC Allied Health Center in Paragould, effective fall 2004. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The Board of Trustees of Arkansas Northeastern College approved the proposal on October 8, 2003. The State Board of Nursing approved the program on January 15, 2004.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Associate of Applied Science degree in nursing (CIP 51.1601) to be offered at Paragould by Arkansas Northeastern College effective fall 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of Arkansas Northeastern College of this approval.

Agenda Item No. 4
Associate of Applied Science in Food Technology
Arkansas State University—Jonesboro

The administration and Board of Trustees of Arkansas State University-- Jonesboro (ASUJ) request approval to offer the Associate of Applied Science

(A.A.S.) in food technology effective fall 2004. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The Board of Trustees of Arkansas State University-Jonesboro approved the proposal on December 19, 2003.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Associate of Applied Science degree in food technology (CIP 01.1002) to be offered at Arkansas State University-Jonesboro, effective fall 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of Arkansas State University-Jonesboro of this approval.

Agenda Item No. 5

Technical Certificate in Practical Nursing at Clinton by the University of Arkansas Community College at Morrilton

The administration and Board of Trustees of the University of Arkansas request approval for the University of Arkansas Community College at Morrilton (UACCM) to offer the existing Technical Certificate in practical nursing at Clinton, effective fall 2004. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The proposed off-campus degree program is consistent with the mission statement of UACCM. The Board of Trustees of the University of Arkansas approved the proposal on September 19, 2003. The State Board of Nursing approved the program on November 13, 2003.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the existing Technical Certificate in practical nursing (CIP 51.1613) to be offered at Clinton by the University of Arkansas Community College at Morrilton, effective fall 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of University of Arkansas, and the Chancellor of the University of Arkansas Community College at Morrilton of this approval.

Agenda Item No. 6
Associate of Applied Science in Multimedia Technology
Southern Arkansas University-Tech

The administration and Board of Trustees of Southern Arkansas University request approval for Southern Arkansas University-Tech (SAUT) to offer the Associate of Applied Science (A.A.S.) in multimedia technology effective fall 2004. SAUT is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The Board of Trustees of Southern Arkansas University approved the proposal on November 13, 2003.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Associate of Applied Science in multimedia technology (CIP 11.0899) to be offered at Southern Arkansas University-Tech, effective fall 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of Southern Arkansas University and the Chancellor of Southern Arkansas University-Tech of this approval.

FURTHER RESOLVED, That the Coordinating Board instructs the Director to delete the existing A.A.S. degrees in multimedia audio/video production (DC 0136, CIP 13.050), multimedia graphics technology (DC 0312, CIP 50.0402), and multimedia web design and e-commerce (DC 0346, CIP 11.9999) from the list of approved academic degree and certificate programs, effective summer 2004.

Agenda Item No. 7
Associate of Arts in Criminal Justice
Arkansas Tech University

The administration and Board of Trustees of Arkansas Tech University (ATU) request approval to offer an Associate of Arts (A.A.) degree program in criminal justice effective summer term 2004. The program is consistent with the mission of ATU. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The Board of Trustees of ATU approved the proposal on November 20, 2003.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Associate of Arts in Criminal Justice (CIP: 43.0104) at Arkansas Tech University, effective spring semester 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of Arkansas Tech University of this approval.

Agenda Item No. 8
Associate of Applied Science in General Technology
Ouachita Technical College

The administration and Board of Trustees of Ouachita Technical College (OTC) request approval to offer an Associate of Applied Science degree program in general technology, effective summer term 2004. The program is consistent with the mission of OTC. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The Board of Trustees of OTC approved the proposal in November 2003.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Associate of Applied Science degree program in general technology (CIP 30.9999) at Ouachita Technical College, effective summer term 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of Ouachita Technical College of this approval.

Agenda Item No. 9
Bachelor of Professional Studies
Arkansas Tech University

The administration and Board of Trustees of Arkansas Tech University (ATU) request approval to offer the Bachelor of Professional Studies (BPS) degree program with concentrations in agriculture business, early childhood education, information technology, industrial/organizational psychology, criminal justice, or public relations effective summer term 2004. The program is consistent with the mission of ATU. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The Board of Trustees of ATU approved the proposal on November 20, 2003.

Bill Johnson questioned the change in the title name of the program and Dr. Aist responded that the new degree program title was more appropriate for what Arkansas Tech wanted to accomplish. Dr. Aist also confirmed there was no

change in the general education requirements. Dr. Lynda Johnson added that she felt this was an excellent program.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Bachelor of Professional Studies (CIP: 30.9999) at Arkansas Tech University, effective summer term 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher education to inform the President and Chair of the Board of Trustees of Arkansas Tech University of this approval.

Agenda Item No. 10
Associate of Science in Land Surveying Technology
University of Arkansas Community College at Morrilton

The administration and Board of Trustees of the University of Arkansas request approval to offer an Associate of Science (A.S.) degree program in land surveying technology at the University of Arkansas Community College at Morrilton (UACCM) effective in August 2004. The program is consistent with the mission of UACCM. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The Board of Trustees of the University of Arkansas approved the proposal on November 14, 2003.

Dr. Grant asked if there was already an AAS degree in Surveying and Dr. Aist responded that this degree gives the option to transfer into a Bachelor's program in Surveying.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Associate of Science degree program in land surveying technology (CIP15.1102) at the University of Arkansas Community College at Morrilton, effective in August 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of the University of Arkansas and the Chancellor of the University of Arkansas Community College at Morrilton of this approval.

Agenda Item No. 11
Master of Arts in Teaching English
to Speakers of Other Languages (Tesol)
Arkansas Tech University

The administration and the Board of Trustees of Arkansas Tech University (ATU) request approval to offer the Master of Arts in Teaching English to Speakers of Other Languages (TESOL) on the ATU campus, effective Summer I 2004. The program is consistent with the mission of the institution. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The Board of Trustees of ATU approved the proposal on November 20, 2003.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Master of Arts in Teaching English to Speakers of Other Languages (TESOL) (CIP 13.1401) at Arkansas Tech University, effective Summer I 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of Arkansas Tech University of this approval.

Agenda Item No. 12
Bachelor of Science in Chemistry With
Physical Science/Earth Science Teacher Licensure
University of Arkansas at Fort Smith

The administration and Board of Trustees of the University of Arkansas request approval for the University of Arkansas at Fort Smith (UAFS) to offer a Bachelor of Science degree in chemistry with physical science/earth science teacher licensure, effective fall semester 2004. UAFS is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. This degree proposal is within the role and scope of the institution. The Board of Trustees approved the proposal on May 15, 2003.

Dr. Lynda Johnson asked about incentives for students to enter programs such as Chemistry and Dr. Steve Floyd reminded the Board of the STAR Loan Forgiveness Program.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Bachelor of Science in chemistry with physical science/earth science license option (CIP 13.1323) at the University of Arkansas at Fort Smith, effective in the fall semester 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to notify the President and Chair of the Board of Trustees of the University of Arkansas and the Chancellor of the University of Arkansas at Fort Smith of this approval.

Agenda Item No. 13
Associate of Applied Science in Industrial Technologies
Southern Arkansas University-Tech

The administration and Board of Trustees of Southern Arkansas University request approval for Southern Arkansas University-Tech (SAUT) to consolidate the existing associate degree programs in electronics technology, industrial technology, and manufacturing technology into one degree program, the Associate of Applied Science in industrial technologies, effective in the fall of 2004. The proposed program is within the role and scope established for the institution and was approved by SAU Board of Trustees on November 13, 2003. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Associate of Applied Science degree program in industrial technologies (CIP 15.0699) with options in electronics, industrial maintenance, and manufacturing at Southern Arkansas University-Tech, effective fall semester of 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of Southern Arkansas University, and the Chancellor of Southern Arkansas University-Tech of this approval.

FURTHER RESOLVED, That the Coordinating Board instructs the Director to delete the existing A.A.S. in electronics technology, (DC 0445, CIP 150402), industrial technology (DC 0615, CIP 470303), and manufacturing technology (DC 0340, CIP 150603), from the list of approved academic degree programs, effective summer 2004.

Agenda Item No. 14
Associate of Applied Science in Administrative Professional
Technical Certificate in Administrative Assistant
Certificate of Proficiency in Office Assistant
University of Arkansas at Fort Smith

The administration and Board of Trustees of the University of Arkansas System request approval for the University of Arkansas at Fort Smith (UAFS) to offer administrative professional programs providing students the option of a Certificate of Proficiency in office assistant, a Technical Certificate in administrative assistant, or an Associate of Applied Science in administrative professional, effective in the fall of 2004. The proposed program is within the role and scope established for the institution. The institution is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. It was noted that this program would replace the office administration program.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Certificate of Proficiency in office assistant, Technical Certificate in administrative assistant and Associate of Applied Science in administrative professional (CIP 52.0402) at University of Arkansas at Fort Smith, effective fall semester of 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of the University of Arkansas System, and the Chancellor of the University of Arkansas at Fort Smith of this approval.

FURTHER RESOLVED, That the Coordinating Board instructs the Director to deleted the existing Technical Certificate in office administration (DC 4850, CIP 52.0401) and A.A.S. in office administration (DC 0820, CIP 52.0401) from the list of approved academic degree and certificate programs, effective summer 2004.

Agenda Item No. 15
Bachelor of Science in Imaging Sciences
University of Arkansas at Fort Smith

The administration and Board of Trustees of the University of Arkansas System request approval to offer the Bachelor of Science (B.S.) in imaging sciences at the University of Arkansas at Fort Smith (UAFS), effective in the fall of 2004. The proposed program is within the role and scope established for the institution.

UAFS is fully accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the management specialty in the Bachelor of Science in imaging sciences (CIP 51.0911) at University of Arkansas at Fort Smith, effective fall semester of 2004.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to inform the President and Chair of the Board of Trustees of the University of Arkansas System, and the Chancellor of the University of Arkansas at Fort Smith, of this approval.

Agenda Item No. 16
Bachelor of Science in Landscape Architecture Studies
University of Arkansas, Fayetteville

The administration and Board of Trustees of the University of Arkansas System request approval to offer the Bachelor of Science (B.S.) in landscape architecture studies at the University of Arkansas, Fayetteville (UAF), effective in the fall of 2004. The proposed program is within the role and scope established for the institution. UAF is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Bachelor of Science in landscape architecture studies (CIP 04.0601) at the University of Arkansas, Fayetteville, effective in the fall of 2004.

FURTHER RESOLVED, That the Board instructs the Director of the Arkansas Department of Higher Education to notify the President and Chair of the Board of Trustees of the University of Arkansas System, and the Chancellor of the University of Arkansas, Fayetteville, of this approval.

Agenda Item No. 17

Master of Public Service and Graduate Certificate of Public Service at the Clinton School of Public Service-University of Arkansas, Fayetteville, University of Arkansas at Little Rock and University of Arkansas for Medical Sciences

The administration and Board of Trustees of the University of Arkansas System request approval to offer the Master of Public Service and Graduate Certificate of Public Service at the Clinton School of Public Service (UACS) through the University of Arkansas, Fayetteville (UAF), University of Arkansas at Little Rock (UALR), and the University of Arkansas for Medical Sciences (UAMS). The first class of students will be enrolled in the fall of 2005. The proposed program is within the role and scope established for each institution. UAF, UALR, and UAMS are accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The University of Arkansas Board of Trustees approved the program at its January 2004 meeting.

Dr. Karen Wheeler introduced the program for the Clinton School and stated that students who wish to complete a graduate degree have the option of receiving a graduate certificate in public service upon completion of 13-hour core curriculum. She stated the school would serve as the organizational unit that administers the program of the three institutions. The need for this program would benefit students, communities and the state of Arkansas. Dr. Wheeler asked Dr. Alan Sugg, President of the University of Arkansas System, to present information regarding the proposal.

Dr. Alan Sugg stated that President Clinton decided in 1997 that he would like for the University of Arkansas System to be affiliated with the library and school. Dr. Sugg then requested approval for the Clinton School to be part of the UA System. Dr. Tom Bruce, who is leading the Clinton School efforts, then provided information regarding the planning process and answered questions from the Board.

Chairman Ford asked about access and if partnership agreements would be created across campuses. Dr. Bruce stated the school would provide a unique learning experience and would share programs and lectures, etc. to all campuses and high schools through distance learning.

Mr. Hodges commented on the enormous potential for the program and asked Dr. Bruce to elaborate on the initial funding challenges, a 5-year plan, private funds, how the program will be nurtured, and who would be the chief administrator of the school. Dr. Bruce stated that research had been conducted and the resources are available but that it will take time as the program evolves. He stated that by July 2004 a permanent dean would be named and funds are in place for that position along with other staff. Other funding resources would

include corporations, matching funds, private funding as well as general assembly funding. Mr. Damron asked about a 5-10 year plan for finances and degree programs. Dr. Bruce stated that initial funding sources would be considered for possibly the first two years of operation, which would allow time for core faculty development and availability of additional funding. He said there was no plan for additional degrees at this time. Mr. Hodges moved to approve the resolution, Mr. Carter seconded and the Board unanimously approved.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Clinton School of Public Service as an organizational unit of the University of Arkansas System.

FURTHER RESOLVED, That the Arkansas Higher Education Coordinating Board approves the Master of Public Service (CIP 44.9999) and the Graduate Certificate of Public Service (CIP 44.9999) through the Clinton School of Public Service at the University of Arkansas, Fayetteville, the University of Arkansas at Little Rock, and the University of Arkansas for Medical Sciences effective in the fall of 2004.

FURTHER RESOLVED, That the Board instructs the Director of the Arkansas Department of Higher Education to notify the President and Chair of the Board of Trustees of the University of Arkansas System and the chancellors of the University of Arkansas, Fayetteville, the University of Arkansas at Little Rock, and the University of Arkansas for Medical Sciences of this approval.

Agenda Item No. 18

Approval of Revisions to the State Minimum Core Curricula

In April 1990, the Arkansas Higher Education Coordinating Board adopted guidelines for the development of state minimum core curricula in response to A.C.A. §6-61-218. This legislation provides that courses within the core shall apply toward the general education core curriculum requirements for baccalaureate degrees at state-supported institutions and shall be fully transferable between state institutions.

The Board has approved state minimum core curricula for two- and four-year colleges and universities. Proposed curricula revisions must be submitted for Coordinating Board approval and are listed in the agenda book.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves the revised curricula for Arkansas Tech University,

Henderson State University, University of Arkansas, Fayetteville, University of Arkansas at Fort Smith, University of Arkansas at Little Rock, University of Arkansas at Monticello, University of Central Arkansas, Arkansas Northeastern College, Arkansas State University – Beebe, Arkansas State University – Mountain Home, Arkansas State University – Newport, East Arkansas Community College, North Arkansas College, NorthWest Arkansas Community College, Ouachita Technical College, Ozarka College, University of Arkansas Community College at Batesville, University of Arkansas Community College at Hope, and the University of Arkansas Community College at Morrilton.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to distribute the state minimum core curricula to all state colleges and universities.

David Leech presented the report of the Finance Committee and moved approval of Agenda Item Nos. 19-22. Dr. Trussell seconded the motion and the Coordinating Board approved.

Agenda Item No. 19
Statewide Conference on Higher Education
Cash Account Guidelines

The Department of Higher Education (ADHE) maintains an exempt cash fund entitled "Statewide Conference on Higher Education." The primary focus of this account is for collection of fees for conferences hosted by DHE and for payment of conference expenses. Surplus funds could be used to support the department's activities and its Board members; therefore, we submit these guidelines for approval.

Mr. Damron explained to the Board that excess funds occur when the fees for conferences are more than the expenses. Mr. Cheyne motioned for adoption of the cash fund guidelines, Dr. Trussell seconded the motion and the Coordinating Board unanimously approved.

RESOLVED, That the Arkansas Higher Education Coordinating Board adopts the guidelines presented in this agenda item for the Statewide Conference on Higher Education cash account administered by the Department of Higher Education.

FURTHER RESOLVED, That, by the adoption of these guidelines presented in this agenda item, the Director of the Arkansas Department of Higher Education or her designee is authorized to expend funds for the benefit of ADHE, its employees and its Board members.

Agenda Item No. 20
Amendment To The Alternate Retirement Plan Policy For
ADHE Employees for Compliance With the Economic Growth and Tax Relief
Reconciliation Act of 2001 (EGTRRA)

On July 14, 1967, the State Board of Higher Education, now the Arkansas Higher Education Coordinating Board (AHECB), approved the Arkansas Department of Higher Education (ADHE) employee participation in the Alternate Retirement Plan through the Teachers Insurance and Annuity Association (TIAA) and the College Retirement Equities Fund (CREF) [A.C.A. Title 24, Chapter 7, Subchapter 8].

Mr. Damron motioned to approve the amendment of the ARP Policy to comply with the EGTRRA of 2001, Mr. Cheyne seconded the motion and the Coordinating Board unanimously approved. The proposed amendment to the Alternate Retirement Plan Policy for ADHE Employees is listed in the agenda book.

RESOLVED, That the Arkansas Department of Higher Education herein amends the Alternate Retirement Plan Policy in the form attached hereto for compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001 (EGTRRA):

FURTHER RESOLVED, That the Director of the Department of Higher Education or his/her designee is authorized and directed to take such further action as may be necessary or advisable to effectuate the foregoing resolution, including, but not limited to, providing notification to certain interested parties of such amendments.

Agenda Item No. 21
Amendment to the Alternate Retirement Plan Policy for ADHE Employees
for Compliance With Regulations of the Internal Revenue Code

On July 14, 1967, the State Board of Higher Education, now the Arkansas Higher Education Coordinating Board (AHECB), approved the Arkansas Department of Higher Education (ADHE) employee participation in the Alternate Retirement

Plan through the Teachers Insurance and Annuity Association (TIAA) and the College Retirement Equities Fund (CREF) [A.C.A. Title 24, Chapter 7, Subchapter 8].

Mr. Johnson motioned to approve amendment of the ARP Plan Policy to comply with the new regulations of the Internal Revenue Code, Dr. Trussell seconded the motion and the Coordinating Board unanimously approved.

RESOLVED, That the Arkansas Department of Higher Education herein amends the Alternate Retirement Plan Policy, to comply with the final and temporary regulations under Section 401(a)(9) of the Code, relating to minimum distribution effective for calendar years beginning with the 2003 calendar year.

FURTHER RESOLVED, That the Director of the Department of Higher Education or his/her designee is authorized and directed to take such further action as may be necessary or advisable to effectuate the foregoing resolution, including, but not limited to, providing notification to certain interested parties of such amendments.

Agenda Item No. 22
Approval of Reimbursement of Expenses for Members
of the Higher Education Coordinating Board and
Institutional Certification Advisory Committee

Although members of the Arkansas Higher Education Coordinating Board and its Institutional Certification Advisory Committee (ICAC) by law serve without compensation, they may receive expense reimbursement for performing official board duties after following certain procedures set out by Act 1211 of 1995 (A.C.A. §25-16-901 et seq.).

Mr. Damron motioned for approval of reimbursement for each board member and member of ICAC for performance of official board duties, Dr. Trussell seconded the motion and the Coordinating Board unanimously approved.

RESOLVED, That the Arkansas Higher Education Coordinating Board, by a majority vote of its total membership, authorizes expense reimbursement for each board member and member of the ICAC for performing official board duties.

FURTHER RESOLVED, That the expense reimbursement shall not exceed the rate established for state employees by state travel regulations.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Department of Higher Education to send a copy of this resolution to the Department of Finance and Administration to notify that agency of compliance with Act 1211 of 1995.

Agenda Item No. 23
State Board of Higher Education Foundation
Election of Supervisory Committee

The State Board of Higher Education Foundation was established May 2, 1992. The Board for the Foundation includes three annually elected members: a president, a vice-president and a secretary/treasurer. The Foundation was established in order to accept private funds for specific projects for the benefit of higher education in Arkansas. The current officers are:

President – Dr. Anne Trussell
Vice President – Mr. David Damron
Secretary/Treasurer – Dr. Linda Beene

The terms for these members have lapsed, requiring a re-election or new appointments.

RESOLVED, That the Arkansas Higher Education Coordinating Board approves and elects members to serve as the State Board of Higher Education Foundation Supervisory Committee as follows:

Dr. Anne Trussell - President
Mr. David Damron - Vice President
Dr. Linda Beene - Secretary/Treasurer

Mr. Leech motioned, Mr. Grant seconded the motion and the Board unanimously approved to re-elect current members to serve as the Higher Education Foundation Supervisory Committee.

Agenda Item No. 24
Recommendations of the
Institutional Certification Advisory Committee

The Institutional Certification Advisory Committee (ICAC) met January 6, 2004, to consider applications for initial certification, recertification, and decertification. The following resolutions are presented to the Coordinating Board to implement the recommendations adopted by the Institutional Certification Advisory Committee.

RESOLVED, That the Arkansas Higher Education Coordinating Board grants certification to ITT Technical Institute, Little Rock, Arkansas, to offer on site the Bachelor of Science in electronics and communications engineering technology, Bachelor of Science in data communication systems technology, Bachelor of Science in information systems security, and the Bachelor of Science in software engineering technology. This initial certification is granted under Arkansas Code §6-61-301 for a period of two years and expires February 6, 2006.

FURTHER RESOLVED, That the Coordinating Board instructs the Director of the Arkansas Department of Higher Education to notify the administration of ITT Technical Institute that this certification requires the institution to notify the Arkansas Department of Higher Education whenever any of the following occurs: (1) major reorganization of the controlling body, (2) changes in the charter or incorporation documents of the institution, or (3) change in the method of operation of the institution's program in Arkansas.

FURTHER RESOLVED, That the Coordinating Board instructs the Director to notify the administration of the ITT Tech Institute that any advertisement or published materials using the name of the Arkansas Higher Education Coordinating Board or the Arkansas Department of Higher Education must contain the following statement:

“Arkansas Higher Education Coordinating Board certification does not constitute an endorsement of any institution or program. Such certification merely indicates that certain minimum standards have been met under the rules and regulations implementing institutional and program certification as defined in Arkansas Code §6-61-301”.

Agenda Item No. 25
Annual Report on First-Year Student Remediation

Since 1988, all entering first-year students seeking an associate degree or higher from an Arkansas public college or university must meet AHECB assessment and placement standards in the disciplines of English, mathematics, and reading. A cut-off sub score of 19 on the ACT exam (or the equivalent on the ASSET, SAT, or COMPASS tests) is used for each of the three areas. Tables 25-1 and -2 offer a general overview of remediation in Arkansas public higher education, while Tables 25-3, -4, and -5 provide institutional detail by discipline for fall terms 2001 through 2003. In all tables, remedial data are based on students who meet

two criteria: not meeting the board's cut-off score and being assigned to developmental-level coursework. Note that University of Arkansas, Fort Smith became a four-year institution in January 2002 and is counted as a four-year institution throughout this agenda item.

Mr. Harrell noted that Page 25-1 should report a decrease in remediation by 0.4 opposed to an increase of 1.4 as reported. He stated efforts in K-12 may strengthen curriculum with the enactment of Smart Core and expressed it is remarkable that remediation stayed flat considering how much enrollment increased and better prepared students was one reason. Mr. Cheyne asked what the future targets were and Mr. Harrell stated the target for the next five (5) years is that figures will decrease by 25%. Mr. Carter asked about numbers for the best state and Mr. Harrell expressed that some states have a statewide remediation program and it is difficult to compare.

Agenda Item No. 26 Annual Report on Fall Enrollment

On-campus enrollment for fall 2003 in all sectors of Arkansas higher education was 125,739 students; representing a 1-year increase of 4,267 students (+3.5 percent), see Table 26-1. Five-year comparisons: Comparing current data to data for fall 1999, enrollments were up by 15,735 students (+14.3 percent). Public institutions accounted for 90 percent of the on-campus total. In 1999, the universities enrolled 67.0 percent of the students enrolled in public higher education; in 2003, the proportion continued the declining trend to 63.5 percent. The following summarizes more specific changes by sector: NOTE: University of Arkansas, Fort Smith became a four-year institution in January 2002 and is counted as a four-year institution throughout this agenda item.

Mr. Harrell distributed handouts for Agenda items 25 and 26 that included fall enrollment information as well as remediation. He stated enrollment was at an all time high of 125,739 or 3-5% in one year, which includes on- and off-campus enrollment. Mr. Hodges stated that thinking and planning for K-12 needs to begin earlier in the curriculum.

Agenda Item No. 27 Annual Report on Productivity of Recently Approved Programs

This agenda item summarizes degree productivity for associate and certificate programs approved in AY 2000 and baccalaureate and graduate programs approved in AY 1998. Either of two methods for determining degree productivity is used: the number of graduates reported to ADHE for 2002-2003 only, or the

average number of graduates since the program was approved. Because programs need time to develop and produce graduates, productivity for associate programs is measured after three years, while baccalaureate and higher programs are assessed five years after approval.

Agenda Item No. 28
Public Comment by Presidents/Chancellors

Dr. Phil Shirley commented that the Board policy manual has been provided on the Department's website. He urged presidents and chancellors to download the manual regarding staff/faculty policies for their records. Dr. Shirley commended Dr. Beene on behalf of the presidents and chancellors for the Department of Higher Education's tremendously well-done job and for making the manual available via the Internet. Dr. Beene thanked Katherine Corcoran for her work in getting the policies updated and available for the public.

Agenda Item No. 29
Letters of Notification

Between October 15, 2003 and January 23, 2004, the Department of Higher Education received notice from institutions of nine program deletions, six new certificate programs, two program name changes, three new options, and one new organizational unit, none of which require Board approval. Notification of items requiring Board approval included eight certificate programs, six associate degree programs, five master degree programs, five bachelor programs, and one new program at an off-campus location. Also in this category was one Doctor of Philosophy at University of Arkansas for Medical Sciences. During this period the Institutional Certification Advisory Committee received notice of requests for initial certification for three degrees, recertification of one degree program, and the decertification of another degree program. The complete list of these notices is in the agenda book. Mr. Hodges motioned to accept Letters of Notification received October 15, 2003 to January 23, 2004, Dr. Trussell seconded the motion, and the Board unanimously approved.

Chairman Ford announced that Barbara Anderson was out of the hospital and home doing well. He also asked members about moving the next meeting at Black River Technical College in Pocahontas one week later to April 30, 2004. Mr. Hodges moved, Mr. Carter seconded and the Board unanimously approved the Board meeting date change.

Upon motion of Mr. Carter, which was seconded by Dr. Trussell, the Board unanimously approved adjournment at 11:20 a.m.

Mary Fedrick

APPROVED:

Betsy Thompson, Secretary