

**MINUTES**  
**ARKANSAS SCHOOL FOR MATHEMATICS, SCIENCES, AND THE ARTS**  
**BOARD OF VISITORS REGULAR MEETING**  
**February 1, 2011**  
**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**

Dr. Lynne Dardenne, Chairman, convened the Board of Visitors regular meeting into open session at 5:04 p.m. and welcomed all of the Board members.

**II. ESTABLISH QUORUM**

**Members Present**

Lynne Dardenne, Ph.D., Chair  
 Mr. Luther Lowe, Vice-Chair  
 Ms. Marynell Branch, Secretary  
 Ms. Karen Garcia  
 Ms. MaryJane Rebick

**Members Absent**

**Ex-Officio Members Present**

Jim Purcell, Ph.D., Director of the  
 Arkansas Dept. of Higher Education  
 Blake A. Perry, Ph.D., designee for John  
 Ahlen, Ph.D., President, Arkansas Science  
 and Technology Authority  
 Mrs. Sandra Gilmore, President, ASMSA Parents'  
 Association  
 Ms. Jessica Cheng, President, Student Government  
 Association

**Ex-Officio Members Absent**

Ms. Joy Pennington, designee for Ms.  
 Cathie Matthews, Director, Department  
 of Arkansas Heritage  
 Mrs. Amanda Peebles, designee for Tom  
 Kimbrell, Ph.D., Commissioner, Arkansas  
 Department of Education

**Administrative Members Present**

Janet Hugo, Ph.D., Director  
 Janice Sullivan, Ph.D., Dean of Academic Affairs  
 Mr. William Currier, Dean of Residential Affairs  
 Mr. Chris Robbins, Dean of the Office of Distance Education and  
 Information Technology  
 Ms. JaNan Abernathy, Director of Finance  
 Ms. Susan Lancaster, Director of Institutional Advancement

**Administrative Members Absent**

Mrs. Lorraine Munroe, Administrative Assistant

**III. APPROVAL OF MINUTES**

A motion was made by Ms. Garcia and seconded by Ms. Rebick to approve the minutes of September 28, 2010. Motion passed unanimously.

#### IV. CONSENT AGENDA

Since Mr. Robbins had to leave early, Mr. Robbins presented his report first.

1. Office of Outreach – Chris Robbins

There were no questions by the Board, and Mr. Robbins had no additional information to add to his report.

2. Director's Comments – Dr. Hugo

Dr. Hugo reported the second slab of the new Residential Life Building was being poured and, depending on the weather, framing should be started.

Dr. Hugo stated the legislature is in session and is waiting for the appropriation bill to go through.

Dr. Dardenne asked Dr. Hugo how the course approval on the weighed credit issue was coming along. Dr. Hugo stated that she would like to have it resolved before the students apply for the lottery scholarships. Dr. Hugo reported that Dr. Kimbrell is working on it to get it done.

Dr. Hugo reported that she should hear soon about the new Board appointments.

Dr. Hugo stated that graduation is scheduled for May 21 and asked the Board to notify Lorraine Munroe if they will be attending graduation.

Dr. Hugo stated that the budget hearing went fine and that there were no issues.

3. Financial Report – JaNan Abernathy

Ms. Abernathy reviewed the Financial Report with the Board.

Ms. Abernathy reported that the Finance Director of the Louisiana school is starting to put together information about the southern regional schools to try to get a feel for the level of appropriations, if they charge tuition, how many students there are – basic information. When the information is received, it will be compared to the ASMSA budget information. When all the information is compiled, it will be an indicator as to where ASMSA stands in comparison with the other math and science schools.

Ms. Rebick inquired about the population of some of the other schools in our region. Dr. Hugo replied stating that the student population is approximately the same as ASMSA's.

4. Residential Affairs Report – William Currier

Dean Currier reviewed his report with the Board. He stated that he, along with Dr. Hugo Susan Lancaster and JaNan Abernathy, met with the Alabama, Louisiana and Mississippi math and science schools at a "get acquainted" 2 day meeting. He stated that they got to see how the others schools operate.

Dr. Dardenne asked if the other math and science schools were having the same retention issues as ASMSA.

Dean Currier stated that all the schools have their own unique atmosphere. Dean Currier stated that there has been some thought to bring in a student and pairing them up with a faculty member that will be teaching the student in the first semester. This will let the student know that the faculty is looking after them and caring for them while they are here. This is, of course, in addition to the RMs, the Residence Life Coordinator, the Academic Counselor, teachers and peer mentors who are all involved in checking with the student to help and resolve their issues. Dean Currier stated that this helps the student feel more secure in their environment especially the first semester when they are away from home for the first time. There are plenty of opportunities for students to be able to talk to someone.

Dean Currier stated that retention is higher this year compared to last year.

Dr. Hugo interjected that the Alabama is a stand-alone school and the Louisiana and Mississippi schools are located on a campus. Dr. Hugo reported that ASMSA is far ahead technologically compared to the other three schools.

Ms. Abernathy stated that at the meeting, she inquired about the historical information on the schools to get a feel for the budget and level of appropriations, if they charge tuition, number of students, etc. She stated that she will forward that information on to the Board once it is received.

#### 5. Academic Affairs Board Report – Dr. Sullivan

Dr. Sullivan reviewed her report with the Board. Dr. Sullivan stated that students arrive here and they are very confident in their abilities. Some come to realize that the school is too difficult for them and they end up on academic probation. Recently, there have been twenty-four students on academic probation. Dr. Sullivan stated that she and Dean Currier meet with the students that are on probation on a regular basis.

Dr. Sullivan explained that academic extension is when a student is on probation and approaches Dr. Sullivan, asks for an academic extension to the probation time. The student situation is analyzed by Dr. Sullivan and the student's teachers are contacted for an assessment of the student's performance. Dr. Sullivan stated that if the student's performance does not improve, the student is then dismissed based on academic performance.

#### 6. Institutional Advancement – Susan Lancaster

Ms. Lancaster reviewed her report to the Board. Ms. Lancaster discussed the Feasibility Study and the consultants recommended a \$9 to \$10 million campaign over a twenty-four month period. A copy of the Executive Summary of the Feasibility Study had been given to the Board members. The Clements Group did the Feasibility Study for ASMSA and proposed doing the campaign for ASMSA for \$144,000. Being that ASMSA does not have the financial resources to pay the Clements Group, ASMSA will not be contracting with them. Ms. Lancaster stated that plans are being made to put a campaign together and will be moving forward with it.

Ms. Lancaster stated that efforts are being made to establish alumni relations.

Dr. Hugo stated that ASMSA is one of six schools involved in a APA Study (American Psychological Association) funded by NSF. Dr. Hugo reported that the study is looking at students who attended specialized high schools from 2004-2007 with those who qualified to attend but elected to stay at their home high schools. Dr. Hugo stated that she sent a letter out

to all the parents of the stated years explaining the study and asked if they could send the student contact information to her so that she could supply that information to the APA Study. Dr. Hugo stated that she is still working on receiving contact information but to date have received the majority of alumni contact information for those years.

Ms. Lancaster stated that the date of the Gala has been changed to April 1 at 6:30 p.m. to be held at the Austin Hotel. Ms. Lancaster stated that the primary reason why the date changed is because Ms. Deleen Davidson volunteered to provide entertainment for the Gala working with our students. Ms. Davidson was not available for the March 13th date.

Ms. Lancaster advised the Board that Vicki Hinz has been hired as the new Development Coordinator. Ms. Hinz replaces Kyle McCourt who had left and went to UALR. Mrs. Hinz, is also an Ambassador and had worked as one of the volunteers at last year's Gala.

Ms. Lancaster passed out newspaper articles and press releases that have been sent out.

Ms. Branch asked about the passing of Dan Benton and if the Board had done anything to recognize his passing. Dr. Hugo responded that a scholarship fund has been set up if anyone of the Board members wanted to make a donation. Ms. Branch wanted to know if anyone wanted to make a donation, would it be appropriate and how would it be accomplished. Ms. Lancaster stated that a memorial for the scholarship would be good since a list of people and organizations who have contributed to the memorial is sent to his parents.

Mr. Lowe asked if there was a list of all the scholarship funds that have been established. Dr. Hugo stated that there are endowments that have been established that pay for the medical needs of the students, and another that pays for speakers to come and talk to the students. There are also scholarship funds - the George Connor Scholarship Fund and Dan Benton Scholarship Fund. Dr. Hugo stated that a new scholarship fund has been established by Melanie Nichols, the previous Dean of Academic Affairs who retired this past year.

Dr. Hugo stated that she has heard it over and over again, and supported by the Feasibility Study, that the alums need to get involved and have them contribute to the Foundation. Dr. Hugo stated that the school is doing all it can to find the alums but someone needs to spearhead a Board, get representatives and get it going.

Mr. Lowe stated that the Alumni Association will not grow organically and he stated that he expressed in previous meetings that a light version of the University Alumni System which has a full time staff that focuses on marketing, light mail, etc. He stated that perhaps it can be under the purview of the new Development Coordinator to be part of her portfolio. Mr. Lowe made some suggestions as to how it could be done.

Dr. Purcell stated that his agency wanted to gather information on college students that dropped out of school. He reported that if directory information exists, along with their last known address, Acxiom will gather new information for ASMSA. Dr. Purcell also stated that for 10,000 names, the cost was \$1,500. Acxiom will provide new information that includes phone number, cell number, email address, whether they are married, have children, education level and their present address from anywhere in the country.

Ms. Branch stated that maybe a seed can be planted now for a "soft ask" at graduation for the Alumni Association in honor of their students who have graduated from the school.

7. Student Government Association – Ms. Jessica Cheng

Ms. Cheng reviewed her report to the Board. Ms. Cheng stated that the SGA had held its first Town Hall meeting to discuss issues of the students. Another Town Hall meeting is scheduled in the next few weeks.

Ms. Cheng stated that the SGA will be having a couple of fundraisers, one being a fundraiser for the senior trip to Houston. Ms. Cheng stated to lower the cost of the trip, more people need to sign up. Mr. Lowe asked Ms. Cheng to send him a follow-up email with the specifics of the trip and to include the amount needed for the trip.

A question arose about cell phone use in the Library. Mr. Lowe stated that he felt that the students should be able to use their phones in the library (texting) to make life easier for the students. Dr. Hugo stated that if the students wanted to text, they could step outside of the library and do so. Dr. Hugo stated that texting is not prohibited in the RLO building. Dr. Hugo stated that many students are not able to afford personal computers so they need to use the ones in the Library and texting would be a major distraction to those who need the computers.

Mr. Currier stated that it was not a question of making life easier for the students. He stated that that bottom line is that the rules are in place for a reason.

Dr. Dardenne stated that the Board is an Advisory board and does not make policy.

8. Parents' Association – Mrs. Sandra Gilmore

Mrs. Gilmore introduced herself as the new Parents' Association President.

Mrs. Gilmore also stated that she did not believe the use of cell phones or texting in the library was a good idea for the students.

Mrs. Gilmore also stated that she, along with the SGA President, were going to meet regarding the senior trip to Houston.

**V. OLD BUSINESS**

There was no old business to report.

**VI. NEW BUSINESS**

There was no new business to report.

**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 at 6:28 p.m.

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

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

*Marynell Branch*  
Ms. Marynell Branch, Secretary

*5/3/11*  
(Date)