

MINUTES
ARKANSAS SCHOOL FOR MATHEMATICS, SCIENCES, AND THE ARTS
BOARD OF VISITORS REGULAR MEETING

May 3, 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

Mrs. Lynne Dardenne, Chairman, convened the Board of Visitors regular meeting into open session at 5:02 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. Julie Mullenix

Members Absent

Ms. MaryJane Rebick

Ex-Officio Members Present

Blake A. Perry, Ph.D., designee for John Ahlen, Ph.D., President, Arkansas Science and Technology Authority
Mrs. Amanda Peebles, designee for Tom Kimbrell, Ph.D., Commissioner, Arkansas Department of Education
Ms. Jessica Cheng, President, Student Government Association

Ex-Officio Members Absent

Ms. Joy Pennington, designee for Ms. Cathie Matthews, Director, Department of Arkansas Heritage
Mr. Shane Broadway, Interim Director Arkansas Dept. of Higher Education
Mrs. Sandra Gilmore, President, ASMSA Parents' Association

Administrative Members Present

Janet Hugo, Ph.D., Director
Mrs. Janice Sullivan, Ph.D., Dean of Academic Affairs
Mr. William Currier, Dean of Residential Affairs
Ms. JaNan Abernathy, Director of Finance
Ms. Susan Lancaster, Director of Institutional Advancement
Mrs. Lorraine Munroe, Administrative Assistant

Administrative Members Absent

Mr. Chris Robbins, Dean of Distance Education and Information Technology

Prior to the meeting, Dr. Hugo showed a slide presentation of the construction progress of the new student Residential Life Building.

Dr. Hugo then introduced new Board member, Julie Mullenix, to the Board. Dr. Dardenne welcomed Mrs. Mullenix and the remaining Board members introduced themselves to Mrs. Mullenix.

III. APPROVAL OF MINUTES

A motion was made by Ms. Garcia and seconded by Mr. Lowe to approve the minutes of February 1, 2011. Motion passed unanimously.

IV. CONSENT AGENDA

Director's Comments – Dr. Hugo

Dr. Hugo stated that Dr. Sullivan and Dr. Monson will be going to the International Science and Engineering Fair. Dr. Hugo reported that student, Arnab Dey, has a patent pending on an asthma inhaler that is designed to optimize the drug disposition in the lung to almost 92% efficiency.

Dr. Hugo stated that the visit with the contingent from Japan was very successful. Nineteen students, along with some of the professors, came to visit ASMSA. The Japanese school is very much like ASMSA being that the school is connected with a university but is non-residential. The Japanese students partnered with ASMSA students, spent the night and went to classes with the residential students. Dr. Hugo stated that the Japanese school received a three-year government grant to partner with ASMSA and will return the next two years.

Dr. Hugo stated that two appropriation bills went through on the executive side but nothing will be released until July.

Dr. Hugo reminded the Board about the time and place of graduation.

1. Financial Report – JaNan Abernathy

Ms. Abernathy reviewed her report with the Board. Ms. Abernathy stated that the budget has been submitted to the System office for the next fiscal year and year-end purchasing deadlines had been set.

2. Residential Affairs Report – William Currier

Mr. Currier stated that this year ASMSA had the largest number of participants (two hundred) for prom. Mr. Currier stated that the Parents Association was very helpful. The students also went to the bowling alley for after prom activities.

Mr. Currier stated that the Community Developer, Michelle Barnes, was very busy with the Prom and SLAAM-T, in addition to her regular duties.

3. Academic Affairs Board Report – Dr. Sullivan

Dr. Sullivan reviewed her report with the Board. Dr. Sullivan reported that there are presently 115 juniors and 86 seniors. Six students had withdrawn for academic and medical reasons. Dr. Sullivan stated that although students are stressed because of finals, they are excited about returning next year. Dr. Sullivan reported that at this time 125 students have accepted for next year – 60 males and 65 females.

Dr. Sullivan stated that Summer Brown has been hired as the new Admission's Coordinator. Ms. Brown has nine years of experience working in admissions and enrollment for Arkansas State University-Beebe, the University of Central Arkansas and

Pulaski Technical College. Ms. Brown has a Master's Degree in Higher Education Administration from the University of Arkansas-Fayetteville.

Dr. Sullivan reported that Sarah LaBauve has been hired as the new Admissions Recruiter. Ms. LaBauve is a graduate of ASMSA (class of 2004) and has just finished work on her Master's Degree in English at Boston University. Ms. LaBauve stated that she wanted to return to the school that changed her life.

Dr. Hugo interjected stating that there is a search to add a second recruiter to the Admissions office. Dr. Hugo stated that there has been a need for a second Recruiter for a long time due to the massive travel schedule that is undertaken by the Admissions Coordinator and Admissions Recruiter during the fall months. Dr. Hugo reported that by doing this, it will allow the Admissions Coordinator to do more with various organizations such as Arkansans for Gifted and Talented Education.

Dr. Sullivan reported that Mr. Wilhelm Richter, who has been with ASMSA since the beginning, will be retiring at the end of the school year. Dr. Jack Waddell, ASMS class of 1999, will be replacing Mr. Richter. Dr. Waddle graduated with a Ph.D. from the University of Michigan and was a former student of Mr. Richter.

Dr. Sullivan also stated that Stephanie Rizzo has been hired as a new Research and Marketing Specialist. The position has been created to further the school's effort to build its state-wide presence and promote research activities. The position will support the Public Relations office and the Academic Affairs and Development offices to improve research about the school and create more initiatives to inform the public. Dr. Sullivan stated that this position will support faculty for grant activities and will find opportunities for academic grants.

4. Office of Outreach – Chris Robbins

Mr. Robbins was not present to give his report. Dr. Hugo stated that Mr. Robbins and his teachers were in St. Louis to receive a Bronze Award for USDLA (United States Distance Learning Association) for the Humanities portion of the program, both in the overall category and for teacher.

Dr. Hugo reported that the Arkansas Foreign Language Teachers' Association had their conference and ASMSA took all of the awards for Foreign Language. An ODE facilitator also took the top award.

4. Institutional Advancement – Susan Lancaster

Ms. Lancaster reviewed her report with the Board. She stated that the Gala brought in over \$29,000 to the ASMSA Building Fund and it was a great event to showcase the ASMSA students and their science fair projects.

Ms. Lancaster stated that by hiring the new Research and Marketing Specialist, she was going to work hard to find the alums and communicate with them to help support the school.

Ms. Lancaster stated that a Steering Committee has been put together for the Capital Campaign and the ASMSA Foundation.

Ms. Lancaster reported that a proposal has been received from another campaign consultant, Ashley Coldiron, from Riggin and Associates from Little Rock. The proposal

would be for less hours and less money and Ms. Coldiron will be meeting with the Steering Committee at the next meeting. Ms. Lancaster provided an updated copy of the Capital Campaign Steering Committee.

5. Student Government Association – Ms. Jessica Cheng

Ms. Cheng stated that the SGA rewrote the Constitution and which was approved last month.

Ms. Cheng also stated that Floor Olympics took place. These were game-like activities between the floors. Ms. Cheng reported that elections will be held for the new president and vice president of the SGA.

Ms. Cheng stated that the senior trip was canceled due to the cost of the bus.

6. Parents' Association – Mrs. Sandra Gilmore

Mrs. Gilmore was not present at the meeting. Dr. Hugo stated that the new president of the Parents' Association, Sandra Gilmore, has already had meetings and there has been much interaction with parents and incoming juniors.

A motion was made by Julie Mullenix and seconded by Marynell Branch to accept the Consent Agenda. Motion was passed unanimously.

V. OLD BUSINESS

Dr. Hugo asked the Board if they had given any thought to the list of "areas of assistance" that she distributed to them earlier in the year.

Dr. Hugo stated that in the past, new board members would take a tour of the school prior to a Board meeting to discuss new ideas. Dr. Hugo stated that she would like to start off the new school year by doing this. Dr. Hugo suggested that maybe Board members could come in for lunch, spend the afternoon on a Monday or Thursday when there are afternoon classes, and then have a meeting over dinner to exchange ideas of what the Board may do. Dr. Hugo stated that she would like the Board to be more involved with the school.

Ms. Branch suggested September 12, 19 or 26 for the Board to tour the school. Dr. Hugo stated that the Board can choose which classes they wanted to attend and one of the students would escort the members to their class.

Dr. Dardenne asked Ms. Lancaster if she would send out a list of the UALR Board members to the Board.

Mr. Lowe stated that he thought there should be an alum Google page so that everyone can list their current information to share among the stakeholders. Dr. Hugo stated that that information is currently being worked on by Stephanie Rizzo.

Mr. Lowe also stated that there are powerful world leaders that have a story about ASMSA who could serve as an honorary committee member on the Foundation.

Members of the Board and Dr. Hugo discussed ways of asking for donations to the Foundation. Ideas were exchanged and Dr. Hugo stated that many ways have been implemented. Dr. Hugo

stated that the school magazine, Tangents, that is distributed to alums, legislators, parents, businesses, also has an envelope inside for people to make donations.

Dr. Hugo stated that on the donation envelope, there are other areas that people can donate to (i.e., medical needs of students, or other areas of the school). Dr. Hugo stated that there are a myriad of needs that people can donate to, not just the building fund.

Dr. Hugo stated that there will be a follow-up letter that will be sent out to the parents asking them to make a contribution.

Dr. Hugo stated that she talked to commencement speaker and former legislator, Steve Faris, about mentioning the needs of the school.

VI. NEW BUSINESS

Ms. Mullenix stated that she and her husband would be happy to host the ASMSA senior trip on Lake Hamilton.

VII. AUDIENCE WITH INDIVIDUALS OR GROUPS


No request or comment from an individual or group.


VIII. ADJOURNMENT

With no further business to conduct, a motion to adjourn was made by Marynell Branch and seconded by Luther Lowe. The meeting was adjourned at 6:26 p.m.

Approved as written _____

Approved as amended _____


Lynne Dardenne, Ph.D., Chair


(Date)