

The Board of Trustees of the University of Central Arkansas convened in regular meeting Tuesday evening, March 31, 1987 at six o'clock in the Fireplace Room with the following officers and members of the Board present, to-wit:

Chairman: Judge Henry L. Jones, Jr.  
 Vice Chairman: Mr. James W. Ahlf  
 Secretary: Mr. Joe M. White  
 Mr. Herby Branscum  
 Mr. Ben F. Burton

and with the following absent, to-wit:

Dr. J. Albert Johnson  
 Dr. Harold H. Chakales

constituting a quorum of said Board, at which meeting the following business was transacted, to-wit:

Minutes of the March 9, 1987 meeting and the March 18, 1987 meeting via conference call were approved upon motion made by Mr. Branscum, seconded by Mr. White and passed.

Upon motion made by Mr. White, seconded by Mr. Branscum and passed, the following charge was given to the Presidential Search and Screen Committee:

#### CHARGE TO PRESIDENTIAL SEARCH & SCREEN COMMITTEE

The Board considers the appointment of a President as its most important task, and it values highly the advice and judgment of the administration, faculty, students, non-academic staff, and alumni of the University in this matter. It is the expectation of the Board that although the committee represents many fields and backgrounds, it will function as a unified team in seeking candidates who would be able to give effective leadership to the total University.

The following guidelines are suggested to assist the committee:

1. The committee shall meet as frequently as necessary to effect decisions in an orderly and expeditious manner. Members of the Board of Trustees should be notified of all meetings.
2. Alternate members have been appointed for each elected member representing the Faculty Senate, Student Senate, Staff Senate, and Alumni Association. Alternates will not attend the meetings of the Search and Screen

Committee unless the elected member finds it necessary to resign from the committee or the member's position becomes vacant. In this case, the alternate member for that member will become an active participant. It shall be the responsibility, at that point, of the Chairman of the Search and Screen Committee to bring that alternate member up to date on the activities of the committee.

3. The committee should develop general criteria for evaluation of experience, leadership potential, and other qualifications of applicants.

4. A wide search should be conducted nationally to identify outstanding candidates, and the committee should affirmatively seek minority and female applicants.

5. Leading candidates should be invited to the University for interviews with the committee and other key groups.

6. The names of from three to seven candidates, together with accumulated evidence and evaluations, are to be recommended to the Board of Trustees. The names are to be unranked and in alphabetical order.

7. The committee should keep minutes of meetings and records of all activities.

8. The committee must observe strict confidentiality at all times. Publicity relative to names under consideration would jeopardize the work of the committee and might embarrass applicants and offend institutions currently employing them. In view of these potential problems, the following procedures should be observed: a) Any information concerning the committee's action will be released only by the Chairman; b) Announcements relative to candidates or to the appointment of the President will be made solely by the Chairman of the Board of Trustees; and c) The cooperation and trust of the press and other public information media will be sought during the search and selection process.

9. The members of the committee should not be subjected to pressures from within or outside the University community. If such is the case, it should be reported immediately to the liaison member of the Board of Trustees.

10. Although the Board has not set a deadline for filling the position of President, it desires that the committee establish a reasonable schedule which will assure a steady progression to that end.

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11. Upon appointment of the new President, the committee will be disbanded, but its members will be expected to maintain continued confidentiality in respect to the committee's activity.

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Before the April meeting of the Board of Trustees, the committee shall develop and submit to the Board of Trustees for approval a statement of qualifications for the position of President, the operational procedures of the committee, and a search and screening schedule. Criteria for the selection should relate to the needs and goals of the University. Documents such as "Goals for the '80's", the most recent "Role and Scope Study" and others are available as help with this task.

We thank each member of the committee for agreeing to undertake this responsibility of searching for viable candidates and screening those who apply. However, it should be understood that the entire process leading to the final selection of a new President for U.C.A. is clearly the responsibility of the Board of Trustees. The members of the Board want you to know that we appreciate your willingness to assist them and the University in this most important task. Good Luck!

The following resolution was adopted upon motion made by Mr. Ahlf, seconded by Mr. Branscum and passed:

"BE IT RESOLVED: The Chairman of the University of Central Arkansas Board of Trustees is authorized to permit the Vice President of Financial Affairs to obtain a \$400,000 temporary loan as authorized by Act 367 of 1987 for cash flow purposes from a private financial institution and would be repaid from state general revenues received in May and June of 1987."

There being no further business to come before the Board, motion to adjourn was made by Mr. Branscum, seconded by Mr. White and passed.

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Judge Henry L. Jones, Jr.  
Chairman

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Mr. Joe M. White  
Secretary