

Following appropriate notice to members of the press, the Board of Trustees of the University of Central Arkansas met via a telephone conference call at 1:00 p.m., Friday, September 2, 1994. The following trustees participated in the call:

Chair:	Mr. Joe White
Vice Chair:	Mr. Madison P. Aydelott III
Secretary:	Mr. Rush Harding III
	Dr. Harold Chakales
	Mrs. Elaine Goode
	Mr. Jerry Malone
	Mr. Dalda Womack

and with the following absent, to-wit: None

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

**Policy for Requests to Address the Board of Trustees** - Prior to the conference call the following draft policy was mailed to Board members for consideration:

### **DRAFT**

**A. Purpose**

The purpose of this policy is to provide a fair and administratively feasible policy for determining when persons may address the University of Central Arkansas Board of Trustees.

**B. Faculty Senate, Staff Senate, Student Government Association**

1. As chief executive officer of the university, the president is the principal representative of the university to the Board of Trustees. The Faculty Senate, Staff Senate, and Student Government Association are expected to work with the president or other administrators to represent their constituencies.
2. Presidents of the Faculty Senate, Staff Senate, and the Student Government Association will be placed on the agenda for the first board meeting of each fall and each spring term.

**Alternative - Presidents of the Faculty Senate, Staff Senate, and the Student Government Association will be placed on the agenda for each board meeting if they submit a written request to speak at least 15 days prior to the date of the meeting.**

Each president will be permitted to make a general statement on matters of interest and concern to their constituencies not exceeding five minutes in length.

3. Individual faculty, staff members, and students are expected to work through their elected representatives and the administration and will not be permitted to address the Board.

C. Individuals and Groups Other Than Faculty, Staff, and Students

1. A request for permission to appear before the Board of Trustees must be submitted in writing to the president no later than 15 days prior to the date of the meeting. It must contain the name(s), address(es) and telephone number(s) of the group or individuals who wish to appear. If the request to appear is from a group, it must contain the names of all individuals who wish to speak on the issue.
2. The request must clearly describe the matter to be discussed before the board. It should include documentation that relief has been sought through appropriate administrative avenues or procedures on campus.
3. The president may accept, defer, or decline the request in writing to the petitioner.
4. The written request and the President's response will be included in the agenda book which is generally mailed to Board members 14 days prior to the date of the next meeting.
5. The Board may either accept the President's response or vote to take a different action concerning the request.

D. All Appearances

1. The board will not entertain statements under this policy which relate to:

- a. personnel actions and decisions;
- b. student disciplinary proceedings and actions;
- c. matters relating to grades, course requirements, or other academic matters appropriately to be decided by academic councils and not rising to the level of policy matters of board concern;

except upon request of the president to consider such matters in extraordinary occasions and upon the unanimous agreement of members of the board present at the meeting when the matter is to be presented.

2. A total of no more than 20 minutes per meeting will be devoted to such presentations. Speakers will be limited to five minutes each.

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Mr. Malone stated "I like the alternate (shown in section B.2. above) better than the main language if we're going to have it there; it seems that otherwise there wouldn't be a real opportunity to have substantive input unless we went with the alternate proposal and since they're limited to five minutes anyway, that doesn't seem to constitute a great burden on the Board and the Board's time as we try to conduct business. So, in terms of the alternate itself, I prefer that to the original language up there in number 2."

Mr. Harding asked if the first option shown in section B.2., if adopted, would prevent Board members from addressing individuals to obtain information. Mr. White explained that at the present time the board chair may recognize anyone the board so desires.

Mr. Aydelott moved that the Board adopt the above policy using the alternative shown in section B.2. which allows presidents of the Faculty Senate, Staff Senate, and the Student Government Association to be placed on the agenda for each board meeting if they submit a written request to speak at least 15 days prior to the date of the meeting. The motion was seconded by Mr. Malone who stated "I would second that with a non-binding commitment from Pat though. I've got a couple of other concerns but I would like for us to enact something that at least gets us started whereby we can then see how it works and if we see some fine tuning and adjustment is necessary later if Pat would be willing and amenable, as other board members, to listen as I bring those concerns to the Board, I would second Pat's motion." Mr. Aydelott accepted Mr. Malone's second under those conditions.

Mr. White stated that he thinks at any time the Board had a feeling that something needed changing that all members would be open to any suggestions.

Mr. Malone stated "The two things, just for the record, two things I was looking at is number 3. I would like to see how that works out since nobody else will be able to come before the Board, there might be times when we get the feel that people are saying their views are not adequately represented or at least are fairly represented to us, and so there might be some need for some slight adjustment on that in the future, but we can see how that works first. Then on the second one, C.1., fifteen days, you have to make your request fifteen days before the meeting. There might be instances where the issue or concern arises within that period of time where fifteen days before the meeting is not possible and there might be some need to adjust that language another time but we can wait and see how that works as well."

Mr. White clarified that the motion is to adopt the policy as written using the alternative shown in section B.2.

Mr. Womack stated that he prefers the original language in section B.2. which allows for appearances twice a year.

Mrs. Goode stated that she, too, agrees with the original draft. She feels that it meets the needs that have been discussed and that the alternative, which allows appearances at each board meeting, would create too many interferences with board agendas and the Board's decisiveness when setting policies. She further stated that she does not feel that the alternative is in the best interest of the university.

Mr. Aydelott stated that he has offered the alternative based on listening to the concerns of the faculty, students, and staff; and, as chairman of the committee, he does not feel that twice a year is an adequate amount of input. He further stated that he does not see the harm in allowing individuals to address the board at any board meeting if they so choose. Mr. Aydelott said that issues evolve on campus and are not confined to the first meeting of each semester. Therefore, there may be a need at times during the course of the school year for these groups to address the Board with their concerns. He stated that he feels more comfortable knowing that the door is open and that these groups can address the Board at any meeting.

Mr. White received the following vote by polling board members individually:

Mr. Malone - yes  
Mr. Aydelott - yes  
Mrs. Goode - no  
Mr. Harding - yes  
Dr. Chakales - no  
Mr. Womack - no  
Mr. White - no

The motion failed with three affirmative votes and four negative votes.

Mr. Womack moved that the Board adopt the original proposal which allows presidents of the Faculty Senate, Staff Senate, and the Student Government Association to be placed on the agenda for the first board meeting of each fall and each spring term. The motion was seconded by Mrs. Goode.

Dr. Chakales stated that if the Board adopts the original proposal it must be made clear to interested parties that the Board is accessible to them at other times. He further stated that even though the policy allows only two scheduled appearances each year, the Board should be willing to accept appearances on special occasions.

Mr. White stated that the Board will be willing to look at the policy at any time it feels that it is not working. He further stated that by adopting the policy the Board is making a good start and can go forward from there.

Mr. Harding stated that he voted for the alternative proposal because he feels that a total of twenty minutes is not too cumbersome in view of the length of board meetings. He further stated that the whole purpose of the proposal is for the Board to be made accessible and to have a willing ear to listen to the concerns of the faculty and the students. Mr. Harding pointed out that Mr. Aydelott, who chaired the committee and studied the policy more than other board members, recommends the alternative proposal. He explained that he will now vote for the original proposal because he does not want to be on record as voting against being accessible. However, if it is found that the policy does not provide enough accessibility, he will support a revision to the policy to make the Board more accessible.

Due to problems with the telephone system which resulted in board members being disconnected several times during the conference call, board members were contacted individually by telephone with the following results:

Mr. Womack - yes

Mr. Aydelott - no; he stated that he sincerely believes it is in the best interest of the university that the Board sends a clear and unmistakable signal that the Board is accessible every time it meets. Mr. Aydelott further stated that he bases his statement on his work with the committee and his own personal beliefs.

Dr. Chakales - yes

Mr. Harding - yes

Mr. Malone - no; he stated "Let the minutes reflect that I move toward a response to your call for a vote. Let the minutes reflect that I am most perturbed and disturbed regarding the comedy of errors that we've suffered in trying to carry out a university board meeting through this teleconference which apparently was not set up through AT&T or anybody that's used to sponsoring or holding calls of this nature; rather through some university input that has been most ineffective to allow for full debate and open discussion on what I consider a most important issue. I had not finished my comments and was wanting to hear the rest of the concerns by other board members. In light of the fact, however, that debate had been ended my vote - initially I was going to refuse to vote because of the inability to debate but I will vote and my vote will be no for the reason that I am not against access because I think it was my motion or second anyway that led to this process being started and developed to get access so I'm not against access. My concern, however, with the policy in its original state is that it's not true access when you ask the faculty representative and student representative to come to the Board for five minutes at the start of a semester before many or any issues have been formulated and positions established so that they can know what their real concerns are. In essence, we're merely asking them to give us a brief report rather than an opportunity for them to bring to us their concerns for the school as it occurs. Because of the policy being designed in a manner which is inconsistent with the views I had when I proposed it, I vote no against the policy. And if that can be put verbatim in the minutes I'd be most appreciative."

Mr. White thanked Mr. Malone for his comments. He stated that if anyone is to be blamed, it should be him, the chair, because he thought it was of sufficient importance that the Board move on the issue before its first meeting of the fall semester. Mr. White apologized for the problems with the communications equipment, but, it was certainly his intent to expedite this process.

Mr. Malone stated "...others are professionals at making these things happen and they too suffer quirks, but I don't think the university staff and administration is set up where it can make it happen without these type of quirks so it's not against telephone conferences because I need to be here in Little Rock doing substantive work but due to the numerous breakdowns we had I'm cutting into that time to do crucial things, so it's not against the conference it's just that the decision to use local efforts rather than go through AT&T."

Mrs. Goode - yes

The motion to adopt the following policy was passed with four affirmative votes and two negative votes:

**POLICY FOR REQUESTS TO ADDRESS THE BOARD OF TRUSTEES**

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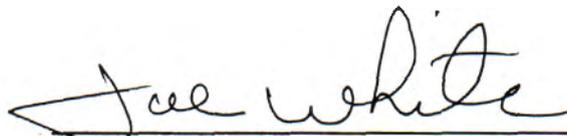
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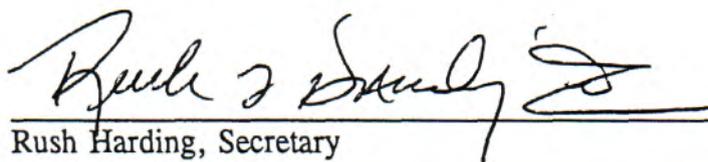
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2. A total of no more than 20 minutes per meeting will be devoted to such presentations. Speakers will be limited to five minutes each.

There being no further business to come before the Board, the meeting was adjourned by Mr. White.

A handwritten signature in cursive script that reads "Joe White". The signature is written in black ink and is positioned above a horizontal line.

Joe White, Chairman

A handwritten signature in cursive script that reads "Rush Harding". The signature is written in black ink and is positioned above a horizontal line.

Rush Harding, Secretary