

Preamble

These Operating Policies are established in keeping with the spirit of the merger and transition agreed to by the Board of Trustees of the University of Arkansas and the Board of Trustees of Gateway Technical College in October, 1997, which led to the creation of the University of Arkansas Community College at Batesville (UACCB) as a member institution of the University of Arkansas System. They are intended to clarify the role of the Board of Visitors in contributing to the sound growth and development of the University of Arkansas Community College at Batesville, and, thereby, the University of Arkansas and public higher education generally. In keeping with the provisions of the merger agreement, the Board of Visitors is charged with the responsibility for advising the Chancellor of UACCB, the President of the University of Arkansas, and the governing body of the University, the Board of Trustees, with respect to means of maintaining high standards in development and operation of UACCB as an institution of higher education.

UACCB occupies a unique role among the campuses of the University of Arkansas and among the institutions of higher education in the State. In order to meet the special challenges of its community college mission, UACCB will broaden quality education programs and services, as well as opportunities focused upon the needs of the people, businesses, and civic and governmental organizations located in Independence County and northeastern Arkansas. The Board of Visitors shall assist the Board of Trustees and the administration of the University in promoting the development of quality educational opportunities at UACCB.

Composition

The UACCB Board of Visitors shall consist of twelve (12) members including at least two members who represent areas outside Independence County. Appointments shall be for a term of three (3) years, except for an unexpired term, which shall be filled for the remaining portion of the term.

Re-nomination of a Term of Office

A member may serve three 3-year terms. However, after rotating off the Board for at least one year, former members may be nominated for reappointment.

As part of the re-nomination process, the member's past attendance record should be reviewed with that board member and that member should be asked if he/she can commit to attending the majority of meetings. If they cannot, then that person should not accept nomination.

Officers

The UACCB Board of Visitors shall elect from its membership a Chair, a Vice-Chair, and a Secretary. Each of these officers shall be elected to a two-year term and may then be reelected.

Quorum

A quorum for conducting business at a regular or special meeting shall be a majority of the members. A majority vote of the members present at a meeting shall govern.

Meetings

The Board of Visitors shall set as a goal to meet at least four (4) times annually on the third Thursday of each designated month at 4:00 p.m. and may hold special meetings at the call of the chair.

Any Board meeting may be conducted solely by one or more means of remote communication through which all of the members may participate with each other during the meeting, if the number of members participating in the meeting would be sufficient to constitute a quorum. Participation in a meeting by that means constitutes presence in person at the meeting.

Minutes of all meetings shall be preserved. Procedure at meetings shall be governed by *Roberts Rules of Order*, unless modified by these Operating Policies and Bylaws, and the Board will follow the procedures of the Arkansas "Freedom of Information Act."

Functions

The function of the Board of Visitors shall be to serve as an advisory body to the Chancellor of UACCB, the President of the University of Arkansas, and the Board of Trustees.

In furtherance of this function, the duties of the Board of Visitors shall include the following areas:

- a) Give detailed study to reports and recommendations placed before it by the Chancellor of the University of Arkansas Community College at Batesville;
- b) Formulate and transmit to the Chancellor its advice and recommendations on any matter of concern for the welfare of the University of Arkansas Community College at Batesville;
- c) Keep informed on such matters as are necessary to promote the educational aims of the University of Arkansas Community College at Batesville;
- d) Study and otherwise plan for furthering the growth and ensuring the quality of UACCB, transmitting such information for consideration of the President and UA Board;
- e) Participate in securing the continued financial support for the entire UA including UACCB;
- f) Designate the Board of Directors of the UACCB Foundation as the approval authority for all Foundation policies and operations, with the administration and management of the UACCB Foundation in its separate Board, as authorized by institutional policy existing at the time of this Agreement. This Board should periodically report to the Board of Visitors concerning the expenditure of assets and fund which it provides UACCB;
- g) Accept and execute specific assignments made by the Board of Trustees of the University of Arkansas and/or its President;
- h) Review the Chancellor's recommendation regarding the UACCB operating budget including the establishment of student tuition and fees.

- i) Promote in diverse ways the growth of the entire UA System of which UACCB is a member.

Committees

To facilitate its functions, the Board of Visitors may choose to have standing committees and ad hoc committees. Membership in all committees shall be appointed by the chair, who shall also be an ex officio member of all committees. A term of office for a member of a standing committee shall normally be two years but the chair may designate terms of initial appointment to a standing committee so as to maintain overlapping terms of service. The chair shall designate the chair of each committee and each committee shall establish its own schedule of meetings and rules of procedure in consultation with the chair of the Board.

Ad Hoc Committees: The chair may appoint on his/her own initiative or at the request of the membership, ad hoc committees to study particular issues or to carry out specified projects. Such committees will normally vary in size and may include persons who are not members of the Board of Visitors. The term of appointment will be for the life of the committee.

Amendments

Amendments to the Operating Policies of the Board of Visitors shall be adopted by a vote of two-thirds majority of the full membership of the Board of Visitors.

A proposed amendment must be formally presented at one regular meeting, and voted on at the next regular meeting, unless all members are present at the meeting at which the proposal is first suggested and have no objection to immediate action.

Adopted: February 2, 2005

Revised: July 21, 2005
June 10, 2021

