



TO: UALR Campus Community  
FROM: Joel E. Anderson  
RE: Administrative Restructuring Implementation  
DATE: November 14, 2013

I want to thank you for the thoughtful and receptive manner in which you have received and reacted to the administrative and academic restructuring announcements.

We are building the university our community needs—grounded in the capital city and global in reach.

UALR is an anchor institution for the city of Little Rock and the State of Arkansas. The changes we are making today will put UALR on a path to becoming a regional leader among metropolitan universities in transformative academic programs, research, and community engagement. The broad and growing commitment of faculty and staff across campus to student success will pay dividends for our current and future students.

As we move forward with the changes, I want to add information and clarify a few details.

#### Personnel Changes

As part of administrative restructuring, three key leadership positions were changed, resulting in three revised administrative leadership roles: Vice Provost for Student Affairs, Associate Vice Chancellor and Chief Information Officer, and Chief Government Relations Officer.

I am pleased that the following individuals have agreed to continue serving in redefined positions:

- Dr. Logan Hampton, Vice Provost for Student Affairs
- Joni Lee, Chief Government Relations Officer
- Nathan Nolen, Associate Vice Chancellor and Chief Information Officer

Since July 1, Dr. Hampton, Ms. Lee, and Mr. Nolen have served very ably as interim vice chancellors. I know you will want to join me in thanking them for their service as interim vice chancellors and supporting them in their new leadership roles.

With regard to positions in general, restructuring was not undertaken in order to eliminate positions, but the university will redefine roles and restructure employee duties as necessary to achieve the full benefit of this reorganization.

#### Effective Dates

December 1 will be the effective date for changes in new reporting lines that will result from *administrative* restructuring. The administrative offices that will report to a different administrative supervisor are:

- Student Services (from the Chancellor to the Provost)
- Information Technology Services (from the Chancellor to the Vice Chancellor for Finance and Administration)
- Communications (from the Chancellor to the Vice Chancellor for Advancement)
- Government Relations (from the Vice Chancellor for Advancement to the Chancellor)
- Records and Registration (from the Vice Chancellor for Enrollment Management to the Provost)
- Study Abroad (from the Vice Chancellor for Enrollment Management to the Provost)
- Institutional Research (from the Director of Budget to the Provost)
- Testing and Student Life Research (from the Vice Chancellor for Student Services to the Provost)
- Printing Services (from Communications to Finance and Administration)

These are organizational changes in reporting structure. In most cases, the reorganization should not involve moving offices. With few exceptions, you will be able to reach staff members on campus at the same telephone number and in the same location.

Additional administrative offices will experience changes in reporting lines as part of the *academic* restructuring process and are expected to complete the transition to Academic Affairs by July 1, 2014. Those offices include Extended Programs, Concurrent Enrollment, the Benton Center, Community Engagement, Cooperative Education, Children International, UALR Launch (Center for Innovation and Commercialization), and the Center for Integrative Nanotechnology Sciences.

#### Implementation

As recommended by the Academic Restructuring Steering Committee, I have appointed a task force to develop and monitor a plan for implementation of the first phase of decisions, which involve primarily administrative restructuring.

The charge of the task force will include developing a timeline with key target dates and deadlines for vice chancellors and directors to follow; establishing guidelines and best practices for completing administrative processes associated with reorganization; providing a checklist for tasks necessary to finalize administrative transitions; and creating a communications plan.

The Implementation Task Force Members are:

- Bob Adams, Vice Chancellor for Finance and Administration (Chair)
- Paula Casey, Interim Vice Provost for Research and Dean of the Graduate School
- John DiPippa, Chair, Academic Restructuring Steering Committee, Dean Emeritus and Professor of Law
- Olaf Hoerschelmann, Director, School of Mass Communication
- Priscilla McChristian, Chancellor's Chief of Staff (Co-Chair)
- Tom McMillan, Faculty Senate Executive Committee and Chair, Department of Mathematics
- Dan Shisler, Director of Digital Strategy
- Karen Wheeler, Associate Vice Chancellor for Academic Affairs

The Implementation Task Force will contact directly those unit heads involved in the December 1 transition to provide more detailed information and instructions to follow for the internal processes associated with restructuring.

To simplify budgetary implications for the transition, July 1, 2014 will be the effective date for changing organization codes and budget lines unless there is a compelling need to change earlier.

In the Academic Affairs Division, the Transition Team for Academic Restructuring will establish a timeline for the second phase of restructuring that will result in new colleges by June 30, 2014. This timeline will include developing a profile for college deans so that searches can begin in February.

#### Moving Forward

The processes involved in completing the administrative (and academic) reorganization are complex. As we work through the necessary changes related to restructuring, the Implementation Task Force will serve as a resource for information and communication to the campus.