

108 Berry St.
Little Rock, AR 72205-4302
Home (501) 663-3458
Cell (501) 246-1339

President Don Bobbitt
University of Arkansas System
2404 N. University Ave.
Little Rock, AR 72207

October 25, 2017

Re: Freedom of Information Request

Dear Dr. Bobbitt:

The purpose of this correspondence is to make a specific "Freedom of Information" document request pursuant to Arkansas Statute § 25-19-105.

Concerning any of the subsequent documents and information requested, if you are not the custodian of the records pursuant to this above-referenced provision, I would expect notification pursuant to the statute as to the identity of the appropriate custodian of the requested records.

It is anticipated that the records requested do not fall within any exception granted under Arkansas Statute § 25-19-105 (b)(9)(A or B) or (b)(12), concerning the Arkansas Department of Economic Development and various industries or projects for which Economic Development is anticipated.

Also, based on my document request, if there are fees to be requested or assessed in advance, I would expect the reasonableness of those fees to be determined pursuant to the statute and I will be happy to remit any funds necessary to gain an immediate response pursuant to the statute. In the alternative, if there are minimal fees to be assessed for document production and copying, simply produce the documents along with an appropriate invoice and I will remit funds at the time that I pick up the documents.

Obviously, the statute requires a breakdown as to the fees assessed as determined from the volume of documents requested.

The following information and/or documents are requested pursuant to the Act as follows:

1. Please provide a copy of the draft changes for University of Arkansas System Board of Trustees Policy 405.1, Board of Trustees Policy 405.4 and Board of Trustees Policy 470.1. Please include a copy of the original Policies for each of these and the draft changes to this point. If additional changes have been made to address faculty feedback

please include and indicate feedback changes. Ideally please include marked up policy with either redline or tracking metadata. In the event that you find information that you deem exempted from the Statute, please redact that information while identifying date and time for future subpoena purposes.

2 Please provide a copy of any discussions, comments, suggestions, etc. via email, memo or any other communication with faculty and any University System Staff, Administrator or Trustee on any the proposed changes to any part of Board of Trustees Policy 405, and Board of Trustees Policy 470. Please include any meetings dates and participants that occurred to draft the Proposed Policy changes. In the event that you find information that you deem exempted from the Statute, please redact that information while identifying date and time for future subpoena purposes.

3. Please provide the date when proposed changes to Board of Trustees Policy 405 and 470 were provided to the Chancellors. Provide any memos, email, etc. that were sent in connection to sharing of these changes to these policies. Please include any instructions as to sharing the proposed policy. Please provide any instructions on obtaining feedback and how that feedback was to be communicated back to the System office. In the event that you find information that you deem exempted from the Statute, please redact that information while identifying date and time for future subpoena purposes.

4. Please provide the names and titles of the persons responsible for drafting and incorporating faculty feedback for the above Board of Trustees Policy Changes. Please indicate any/all faculty names, positions and units involved in drafting the changes and/or incorporating feedback into the draft proposal. In the event that you find information that you deem exempted from the Statute, please redact that information while identifying date and time for future subpoena purposes.

5. Please provide any memo, email, communication with individual at University System Office including consultants, attorneys, legislators, etc. from outside the University System who advised or commented on these Policies before the Policies were disseminated to the Chancellors. In the event that you find information that you deem exempted from the Statute, please redact that information while identifying date and time for future subpoena purposes.

6. Please provide the manner in which faculty feedback will be incorporated into the Proposed Policy Changes. Will all feedback be incorporated, Who will chose what feedback to incorporate, Who will actually incorporate those changes, Will the feedback changes be provided to the faculty before they are placed on the agenda of Board for further comment? In the event that you find information that you deem exempted from the Statute, please redact that information while identifying date and time for future subpoena purposes.

Any clarification as to this request or any questions that develop as a result of this request should be placed in writing sent via phone (501)246-1339 or email **coleman_joann@sbcglobal.net** to my office in order to cure any deficiency in this

request. The volume of this document request should be minimal and the records easily accessible. All documents maybe electronically transmitted via email or saved on flash drive. If you system requires software other than windows or adobe to open please provide the name of software that I can access to open materials. I would appreciate your immediate attention to this matter consistent with the intent of the relevant Arkansas Statute.

Thank you for your consideration.

Sincerely,

Jo Ann Coleman, M.A., J.D.

cc: Ben Beaumont