

2 - Integrity: Ethical and Responsible Conduct

The institution acts with integrity; its conduct is ethical and responsible.

2.A - Core Component 2.A

The institution establishes and follows policies and processes to ensure fair and ethical behavior on the part of its governing board, administration, faculty and staff.

1. The institution develops and the governing board adopts the mission.
2. The institution operates with integrity in its financial, academic, human resources and auxiliary functions.

Argument

2.A.1

Henderson's mission strongly indicates that the institution conducts itself ethically and responsibly. The board, administration, faculty, and staff have implemented policies and processes that align with the mission. Input from students, faculty, staff, alumni, and other internal and external constituents, both formally and informally, informed the year-long process that resulted in clear articulation of our [core values, vision, mission statement, and strategic positioning](#). In 2014, Henderson's BoT acknowledged these elements as outlined in [Beyond the Horizon](#). Since 2014, administrators presented the [strategic plan progress, plan report](#), and mission summary to the BoT to review. In June, 2021, the System BoT [formally adopted](#) the Henderson's mission statement.

2.A.2

To ensure that Henderson operates with integrity in its primary functions, the institution is a part of the ASU System, which includes the [ASU System General Counsel](#) and three other ASU System in-house attorneys. The General Counsel's Office is charged with ensuring legal compliance with local, state, and federal laws and regulations. The General Counsel's Office works collaboratively with campus leadership and the [Shared Governance Oversight Committee \(SGOC\)](#) to create/oversee legal processes, advise campus constituencies on legal best practices, review contracts and work to ensure policies and procedures are current and lawful.

ASU System Internal Audit provides independent, objective assurance and consulting services designed to add value and improve university operations, as well as help the system succeed with the strategic plan ethically and with integrity. One process assisting this goal, in accordance with Arkansas state law, provides whistleblower protection for employees, who can report suspicions of [fraud and ethics violations](#) to the third party [Ethics Point system](#) available on the website.

As evidenced in the [focused visit report](#), the Office of Financial Aid has made improvements in the administration of aid programs and communication of information to students. After hiring a new director of student financial aid in the fall of 2020, the [financial aid office policies and procedures](#)

[manual](#) was revised. As a result, the financial aid staff has access to current policies and procedures surrounding federal, state and institutional programs.(#36 Financial Aid Audit)

The Title IX Coordinator completes the [Campus Security Authority \(CSA\)](#) for internal constituents by requiring students, staff, and employees complete the federally mandated Title IX training through the [EverFi program](#). Annually, faculty and staff complete modules on diversity, sexual harassment and discrimination. Along with the CSA certification, the Title IX Coordinator completes mandated reporter training on campus for Teachers College, Henderson (TCH) internship candidates during internship orientation at the beginning of the semester. All others complete the training online The Sex- and Gender-Based Discrimination, Harassment, Misconduct and Retaliation section of the Title IX page on the website presents additional details of [Title IX Policy Context and 2016 Board-approved policy](#). The Title IX office currently operates under the federal guidelines that were issued on May 6, 2020. Since our merger, our Title IX office follows the guidelines and policies of the ASU system.

Henderson employs a full time Vice Chancellor of Finance and Administration (VCFA) tasked with overseeing the fiscal operations of the university. Among the responsibilities, the VPCA conducts routine meetings with the [Planning and Budget Committee](#) to assist in the discussion and establishment of budgetary priorities and recommends to the Chancellor financial means of accomplishing institutional priorities. In 2016, Henderson began the [Budget Prioritization](#) process by gathering and reviewing data and information related to our non-instructional programs, services, and activities. The instructional prioritization framework included criteria and processes that drive the annual process. Workgroups in both areas began with [budget instructions](#) to complete the process.

Additional roles and responsibilities of the VCFA include the [budget process](#), [annual audit process](#) and compliance with federal and state regulations. Henderson's financial statements are audited annually to ensure compliance with ethical accounting principles. Henderson has received an unqualified audit opinion for more than 17 years, reflecting Henderson commitment to fiscal responsibility. The [bond rating](#) since the last comprehensive evaluation is available to Henderson constituents.

The Business Office, under the supervision of the VCFA, uses generally accepted accounting principles to provide transparent financial processes and ensures compliance with other state requirements such as the [State of Arkansas Travel Regulations](#), reimbursement forms, and student accounts.

Henderson's Office of Human Resources keeps track of and disseminates information about various regulations and procedures pertaining to personnel, including legislative rules and regulations from the Office of Personnel Management (OPM), the Arkansas Department of Higher Education (ADHE), the United States Department of Labor, and the Arkansas State Legislature, including Concurrent Employment Definition and Policies. The [Staff Handbook](#) has been developed for use by any member of its workforce with the intent to summarize and assist with significant policies that apply to any faculty or staff. The policies include all phases of employment including, but not limited to, recruiting, employment, placement, promotion, demotion, transfer, termination, layoff, recall, harassment, rates of pay or other forms of compensation, selection for training, use of all facilities and participation in all university sponsored employee activities.

The Office of Human Resources is also responsible for the [Non-Classified Recruitment Handbook](#) which provide information on appropriate regulations and guidelines, policies and procedures, and [search committee training](#) regarding internal and external hiring processes. The

Henderson grievance policy allows individuals who feel they have been harassed on the basis of a documented disability access to procedures for their protection. Individuals who are found to have harassed another based on disability are subject to the disciplinary procedures outlined in the faculty and staff handbook. The list of [policies](#) and procedures are included in the orientation paperwork following employee hiring and may be accessed at the Henderson website as well.

Henderson offers general guidelines outlining the activities of professional conduct, along with the necessary disciplinary actions to be implemented if such conduct is not met. Specific workplace ethics policies that hold employees to a high standard of conduct are articulated in the [Faculty](#) and [Staff](#) Handbooks. In particular, the Staff Handbook outlines the nondiscrimination policy regarding current and potential employees. It also outlines processes in accordance with state and federal law, including Arkansas Act 169 of 1991 (catastrophic leave), Family and Medical Leave Act of 1993, Americans with Disabilities Act, and Section 504 of the Rehabilitation Act of 1973. The Faculty Handbook provides detailed documentation of compliance and applicable laws and regulations regarding personnel and provides instruction pertaining to employee conduct, tenure and promotion, position responsibilities, and requirements.

An example of the institution following proper protocols and procedures concerning faculty conduct and possible disciplinary actions occurred in October 2019. Henderson worked with the local authorities to determine the cause of a chemical odor and spill in the [Reynolds Science Center](#). The initial tests indicated the presence of a chemical substance that could be used in manufacturing methamphetamine. The Reynolds Science Center was deemed unsafe and would need extensive remediation of the building. Days after the chemical spill, Henderson placed three professors on administrative leave. In November, two professors were arrested on charges of drug possession and manufacturing. Henderson followed the protocols and procedures outlined in the Faculty Handbook; consequently, Henderson terminated one professor. Of the two remaining professors- one professor was reinstated and another professor resigned.

The [Undergraduate Catalog](#) outlines ways in which Henderson complies with state and federal regulations regarding higher education, including policies on the guaranteed eight-semester degree plan, the state minimum core, state legislative requirements for articulation of courses, and requirements for graduation. The Undergraduate Catalog and the [Graduate Catalog](#) contains policies on academic dishonesty, sexual harassment, disability services, and a listing of federal legislation potentially affecting students. Both catalogs define specific unacceptable behaviors that violate academic integrity, policies regarding classroom conduct, and guidelines by which instructors and Henderson deal with such offenses. The [student handbook](#) identifies Henderson's policies and procedures regarding academic integrity provide a system of evaluation that allows an accused faculty member or student the opportunity to be heard. The catalogs and student handbook can be found on the Henderson website.

The Office of Community Standards is committed to an educational and developmental process that balances the interests of individual students with Henderson mission. The Henderson community is committed to fostering a campus environment that is conducive to academic inquiry, a productive campus life and thoughtful study and discourse. Student members of the community are expected to uphold and abide by certain standards of conduct that form the basis of the [Student Community Standards Handbook](#). The student community standards process exists to protect the interests of the community and to challenge those whose behavior is not in accordance with Henderson policies. The expectation of due process and policies are communicated to all students at the beginning of each semester via email and web access. The due process procedures and policies continue to be revisited

and revised. Students are kept apprised of all changes.

Henderson's policies and procedures in the Undergraduate and Graduate Catalogs, the Student Community Standards Handbook and the Faculty Handbook regarding academic integrity provide a system of evaluation and detailed information regarding procedures for maintaining and upholding academic integrity.

At Henderson, details of the [Student Privacy Act](#) as it relates to student community standards are listed with the Student Community Standards Handbook. The outcome of a campus hearing is part of the education record of the responding student and is protected from release under the [Federal Education Rights and Privacy Act \(FERPA\)](#), except under certain conditions which are outlined in the handbook.

Henderson's auxiliary functions supply the necessary extras that offer students the ability to fulfill their non-academic needs on campus by providing support for the campus community. Henderson's auxiliary services are wide-ranging and significant.

The [Campus Police Department](#) is tasked with promoting lawful behavior and protecting the welfare of students, faculty and staff as a uniformed presence on campus. They monitor the physical safety of students and campus buildings, patrol and monitor campus activity and address suspicious behavior. The Henderson Police Department provides information on a variety of scenarios including, but not limited to, [Safety Crime Prevention, Bomb Threats, Lockdown Procedures, Campus Closings](#).

The [Student Health and Wellness](#) services are available to Henderson students. Basic healthcare services with medication management, pregnancy prevention, and health promotion services are provided by registered and advanced practice registered nurses. Masters' prepared counselors provide services to currently enrolled students at no cost. The health center utilizes [practices and protocols](#), like [Covid-19 policies](#), outlined on the website

The Office of Housing and Community Standards promotes student success by providing opportunities for personal growth, community development, and academic engagement in a safe living environment. The student learning outcomes include four themes to growth and development. The [Housing Handbook](#) contains policies to help create a community that supports the needs and interests of all residents and expectations for behavior.

The Dining Hall, operated by Sodexo, acts with integrity in its operations in dining as it demonstrates responsiveness to [feedback](#) from students as evidenced by their conducted surveys.

Henderson has instituted numerous programs, [policies](#), and guidelines to uphold and protect the integrity of its academic programs and to ensure a safe, enjoyable, intellectually stimulating, and fair campus while complying with all federal, state, and local regulations.

Sources

- 2A Evidence_ Henderson State University Staff Handbook 2013
- 2A Evidence_2020 Final Budget Guide
- 2A Evidence_ASU System BoT Reaffirmation of HSU Mission
- 2A Evidence_ASU System Fraud Policy
- 2A Evidence_Audit Finds Combines

- 2A Evidence_Auxiliary Function Residence Life Housing Handbook
- 2A Evidence_Auxiliary Function University Police Department
- 2A Evidence_Auxiliary Function Campus Dining Hall
- 2A Evidence_Budget Prioritization Process
- 2A Evidence_Budget Prioritization Process Combined
- 2A Evidence_Clery Annual Security Report
- 2A Evidence_Counseling Center Intake Form FERPA Rights
- 2A Evidence_COVID-19 Policies and Proceduresl
- 2A Evidence_EthicsPoint Reporting System
- 2A Evidence_Everfi Education Content Library Modules and Resources
- 2A Evidence_Faculty Handbook with Fully Approved Recommendations 2016
- 2A Evidence_Graduate Catalogs
- 2A Evidence_Henderson State University Policies
- 2A Evidence_HSU Core Values Vision and Mission and Strategic Priorities and Plan
- 2A Evidence_Moodys Bond Rating Documentation Feb. 2020
- 2A Evidence_Search Committee Member Training
- 2A Evidence_Search Committee Non-Classified Recruitment Handbook
- 2A Evidence_Shared Governance Combined_Redacted.pdf
- 2A Evidence_Shared Governance Committee Meeting Minutes
- 2A Evidence_Shared Governance University Committee Handbook and Guidelines
- 2A Evidence_Strategic Plan Progress Executive Summary and Report
- 2A Evidence_Student Code of Conduct
- 2A Evidence_Student Right to Privacy FERPA policy
- 2A Evidence_Student Right to Privacy Policy and Release Form
- 2A Evidence_Title IX Board Approved Policy Documentation 2016
- 2A Evidence_Undergraduate Academic Catalog
- 2B Evidence_President_s Update - Reynold Science Center
- 5.C. Moody's Feb 21 Bond Rating
- ASU System General Counsel
- Focused Visit - Institutional Report July 2021
- HLC Focused Visit Report by Team
- HSU_POLICIES AND PROCEDURES MANUAL 2019_2020_Financial Aid
- Legislative Audit_Henderson_June 30 2020_
- Operating Budget for 2021-2022
- State Travel Regulation_myHenderson
- Strategic Plan Internal October 2014
- Student Health and Wellness _Henderson State University
- University Mission
- University Planning and Budget Committee
- University Police Department

2.B - Core Component 2.B

The institution presents itself clearly and completely to its students and to the public.

1. The institution ensures the accuracy of any representations it makes regarding academic offerings, requirements, faculty and staff, costs to students, governance structure and accreditation relationships.
2. The institution ensures evidence is available to support any claims it makes regarding its contributions to the educational experience through research, community engagement, experiential learning, religious or spiritual purpose and economic development.

Argument

2.B.1

Henderson utilizes various methods to clearly and accurately articulate its programs, requirements, faculty, staff, costs, transparency data, accreditation relationships to students and the public. The [Department of Marketing and Communication](#) is responsible for all official social media outlets. These outlets are used to keep the community involved in Henderson as well as relay important information. The department also regulates information maintained on official social media pages from several university departments including the [Office of Greek Life](#) and the [Office of Student Affairs and Student Success](#).

Henderson recognizes that in a society with a growing dependence on technology, online resources have increasingly become more important. In response, Henderson strives to use its webpage as the primary method for content to reach public audiences. Henderson migrated to a new website during 2018-19 to better reach this goal as directed by the strategic plan. Two of the most significant improvements are a greater focus on US ADA section 508-compliant content and the addition of responsive web pages. These changes allow Henderson's webpage to more easily accommodate screen readers and mobile technologies. Through this medium, documentation for various programs including academic requirements, estimate of completion time and student costs, and information about associated faculty and staff is shared.

As a result of, and in compliance with, [Arkansas Code 6-61-135](#), Henderson's [searchable database](#) of unaudited expenditures is made available to the people of Arkansas and all Henderson constituents via several methods, including the website, social media, catalogs, student guide, and media outlet contacts. *Specific examples of the institution presenting information clearly and completely to our students and the public include:*

The [Student Health and Wellness Center](#) follows the Health Insurance Portability and Accountability Act (HIPAA) guidelines. While it publicizes its privacy practices on the center's webpage and its service site, students are required to read and sign the [Notice of Privacy Practices](#) for the Student Health Center before their appointment.

The [Faculty Handbook](#) provides direct instructions for the [Family Educational Rights and Privacy Act of 1974 \(FERPA\)](#) compliance and any exemptions that are legally noted for dealing with students. In section four (4) of the Student Guide, students' [privacy rights](#) are outlined. The FERPA

guidelines are published on the Henderson website.

As referenced in 2.A.2, Henderson's [Student Community Standard Handbook](#) is managed by the Office of Community Standards and serves as the primary source for rights and expectations for students on campus. It contains university policies, procedures, and other helpful information. The guide is made available electronically in multiple locations on myHenderson and the website.

Internal information is shared online with faculty, staff, and students using Henderson's [myHenderson](#) web portal. It offers a password-protected system linked to the Student Information System, Board of Trustee documents, Faculty Senate, Staff Senate and Shared Governance Committees. The portal also allows students and employees to sign up for the [Alertus system](#), which allows the university to send emergency information and important messages to faculty, staff, and students through text, email, and automated calls.

Henderson is proud of its longstanding reputation of excellence through our accreditations and membership. Henderson is officially recognized and authorized by the HLC and has been for more than 75 years. Our individual programs are also accredited by nationally-recognized organizations in those fields. The [list of accreditations](#) is accessible via the website. Henderson recognizes the excellence in our faculty and staff; therefore, our directory is available to the general public via the website.

The Henderson [graduate catalog](#) and [undergraduate catalog](#) outlines ways in which it complies with state and federal regulations regarding higher education. Both catalogs serve as the primary resources for academic policies, program requirements, course descriptions, and important accreditation and academic information about Henderson. Both catalogs are available via website access. Additionally, the [8-semester degree plans](#) are available via website access.

Henderson recognizes the benefits in connecting student learning in the classroom with real-world experiences. Hands-on skills and knowledge, accommodation of different learning styles, interactions with people of diverse cultures, and an increased sense of self-efficacy, analytical skills, and social development play an important role in our liberal arts education. For this reason, Henderson supports experiential partnerships in a variety of ways. Most notably, Teachers College utilizes the [Partners in Education](#) Consortium to collaborate with more than 30 school districts to offer clinical field experiences and internships. Through the partnership, bi-yearly meetings are held to review data and strategically plan effective experiential learning opportunities.

Henderson's recruiting program plays an important role in our campus community. To that end, providing admission and recruitment documents to prospective students allows us to strengthen our brand and engage in opportunities to build our community. The Office of Admissions makes available all documents necessary for prospective students to apply to the university. Examples include [tuition and fees](#) information, and [admission viewbooks](#) with admission requirements.

Henderson's [student organizations and academic organizations](#) offer experiences outside of the classroom, offer the opportunity to grow personally, academically, and professionally. A great example of the institution's organization offerings would be the [Student Government Association](#) that serves the campus community and helps students gain a wealth of transferable experience and learned skills. Volunteer opportunities also play a vital role in our campus community. [Reddie to Serve Day](#) is a semesterly volunteerism activity as our campus students, faculty and staff, join together to address the needs of the community. Henderson also offers campus fine arts and other cultural events such as music concerts, art exhibits, and theater shows available to the

public.

Research and Academic Symposiums are at the heart of our academic community. While COVID-19 and financial restrictions have constrained the research activities possible on campus, faculty and students have found numerous ways to persevere. In April 2019, a team of four engineering and physics students was selected to participate in the Council on Undergraduate Research [“Posters on the Hill”](#) event where they traveled to Washington D.C. to present their research on Capitol Hill. Faculty and students also presented research at venues including Arkansas Idea Network of Biomedical Research Excellent, Arkansas Academy of Science, the American Association of Physics Teachers section meeting, and Arkansas’s Posters at the Capitol event.

In the spring of 2020, Henderson had to shift to online instruction due to the COVID-19 pandemic. While an in-person research symposium was in the works, the plans shifted to a [virtual research symposium](#). Nine research posters were submitted. In April 2020, a team of four biology students was selected to participate in the Council on Undergraduate Research virtual [“Posters on the Hill”](#) event. In the spring of 2021 with more time to prepare for a virtual setting, Henderson expanded our [Virtual Research Symposium](#) to include both online presentations and posters. 31 posters were submitted, and 16 talks were given across multiple disciplines. Henderson faculty continue to provide students with valuable research opportunities across disciplines despite challenges.

Sources

- 2021 Virtual Research Symposium_Redacted
- 2A Evidence_Counseling Center Intake Form FERPA Rights
- 2A Evidence_Faculty Handbook with Fully Approved Recommendations 2016
- 2A Evidence_Graduate Catalogs
- 2A Evidence_Student Right to Privacy FERPA policy
- 2A Evidence_Student Right to Privacy Policy and Release Form
- 2B Evidence_Academic and Registered Student Organizations List
- 2B Evidence_Admissions Viewbooks
- 2B Evidence_Henderson Accreditation and Membership List
- 2B Evidence_Henderson Tuition Fees and Other Expenses Document
- 2B Evidence_President_s Update - Conversations on Racism and Diversity and Inclusion Taskforce Communications
- 2B Evidence_Student Code of Conduct
- 2B Evidence_Student Government Association Meeting Agendas
- 2B Evidence_Student Government Association Meeting Minutes
- 2B Evidence_Student Organizations and Event Opportunities
- 2B Evidence_Teachers College Partners in Education
- 2B Evidence_Undergraduate Academic Catalog
- Arkansas Code 6-61-135
- Brand Toolkit _ Henderson State University
- Confidentiality Student Health and Wellness_ Henderson State University
- Eight Semester Guarantee _ Henderson State University
- Emergency Alert Registration _ MyHenderson
- Financial Transparency
- Greek Life _ Henderson State University
- myHenderson Landing Page_Internal Website

- Reddie to Serve
- Research on the Hill
- Student Affairs and Student Success _ Henderson State University
- Student Health and Wellness _ Henderson State University

2.C - Core Component 2.C

The governing board of the institution is autonomous to make decisions in the best interest of the institution in compliance with board policies and to ensure the institution's integrity.

1. The governing board is trained and knowledgeable so that it makes informed decisions with respect to the institution's financial and academic policies and practices; the board meets its legal and fiduciary responsibilities.
2. The governing board's deliberations reflect priorities to preserve and enhance the institution.
3. The governing board reviews the reasonable and relevant interests of the institution's internal and external constituencies during its decision-making deliberations.
4. The governing board preserves its independence from undue influence on the part of donors, elected officials, ownership interests or other external parties.
5. The governing board delegates day-to-day management of the institution to the institution's administration and expects the institution's faculty to oversee academic matters.

Argument

State of Arkansas laws granted the final responsibility for governance and operation of Henderson to the Henderson Board of Trustees. Prior to the merger with the ASU System, the Henderson [Board of Trustees](#) was composed of seven members appointed by the Governor of the state of Arkansas in accordance with state law. The term of appointment was seven years; however, reappointment was allowed. Appointed by the Governor, the Board of Trustees operated as an independent entity overseeing the university's operations. According to [Arkansas Code Annotated 6-66-101 and 6-66-102](#), Henderson State University Board of Trustee members had to make and subscribe to an affidavit to faithfully, diligently, and impartially discharge the duties of their office, regardless of the requirements of § 25-17-207.

On February 1, 2021, Henderson merged with the Arkansas State University System. The [merger agreement](#) dissolved the Henderson Board of Trustees. The merger provides for the establishment of a non-governing [Board of Visitors](#) who will act as a liaison between the institution and the residents of the state of Arkansas, to aid in securing financial support, to advise educational and service needs and to furnish counsel and guidance for the Henderson campus. As agreed upon in the merger, the [ASU System Board of Trustees](#) has been expanded by two members appointed by the Governor of Arkansas, both of whom have significant familiarity with Henderson campus. The [System Board](#) will serve Henderson as well as the other six system schools.

2.C.1.

The Henderson Board of Trustees was governed by the [Bylaws of the Board of Trustees](#). The bylaws outline the selection process for members, selection and election of officer roles, the primary function of the board, board meetings, personnel, organization and policies. As new members were appointed to the board, they were required to attend [Trustee Orientation](#) to familiarize themselves with the board functions. To receive additional training, Board members attended the AATC Trustees Conference sponsored by the Arkansas Department of Higher Education. [Board of Trustees meetings](#) were held quarterly and were accessible to the public.

2.C.2.

The Henderson State University Board of Trustees moved on July 19, 2019, to appoint an interim president, Elaine Kneebone, upon the resignation of Glen Jones. Additionally, the Henderson State University Board of Trustees entered into a [Memorandum of Understanding](#) with the Arkansas State University System for operational support services on July 19, 2019.

The Henderson State University Board of Trustees voted unanimously on [October 24, 2019](#), to join the Arkansas State University System, pending approval by the Arkansas legislature and Higher Learning Commission. The Henderson State University Board of Trustees approved a [merger agreement and transition plan](#), including an interim management process with Henderson's acting president reporting to the ASU System president on November 21, 2019.

2.C.3.

The institution recognizes the Shared Governance Oversight Committee as a partnership in which administration, faculty, and staff work together to provide effective leadership, support, and advocacy for our university. To that end, recommendations from SGOC are reviewed and approved by the Board. Additionally, the Faculty Senate and [University Academic Council](#) have significant advisory responsibilities on academic issues and are responsible for developing, implementing, and revising curricula and educational policies including academic honesty and grievances. Similar responsibilities are exercised by the [Graduate Council](#) for graduate programs. All academic program and faculty handbook changes must be reviewed and approved by the Board of Trustees.

In May 2018, the tenured faculty submitted to the Henderson Board of Trustees the result of the [vote of no confidence](#) in the Provost, VP of Finance and Administration, and VP for Institutional Advancement. The Faculty Senate expressed concern the vote was not acknowledged by either the administration nor the Board and that no action was taken. Later, the board president acknowledged the Vote of No Confidence and would take faculty concerns in considering the President's contract but stated that the Board is not involved in other hiring decisions.

In June 2019, a second [vote of no confidence](#) was submitted to the Board calling for immediate removal of the President, citing mismanagement of the university's financial resources, a lack of transparency with constituents, and misleading the Board of Trustees. The resolution also asked that no current member of the administration be named as interim president. After the executive session in the June meeting, the Board accepted the resignation of the president and appointed Elaine Kneebone as Henderson's Acting President.

2.C.4.

The governing board preserves its independence from undue influence on the part of [donors](#), elected officials, ownership interests or other external parties. In 2018-2019, a Henderson board member disclosed his company had contract services with the institution since 2013. The board member recused themselves from any business decisions concerning the contract services. In April 2019, the board member submitted his resignation to the Director of Appointments for Governor Hutchinson. As a result of this matter, a [Conflict of Interest Form and Disclosure policy](#) was created. To ensure that board members are transparent in the decision-making process, all members must disclose any potential conflicts of interest by annually completing the form and must abstain from participation.

2.C.5

The Henderson Board of Trustees delegated day-to-day management of the institution to the administration through the roles of the President, Provost, and VPFA. The Board of Trustees hired and evaluated the President. Since our merger with the ASU System, the president of the institution is now called the chancellor. The chancellor now reports to the ASU System President. The Chancellor is the chief executive and administrative officer of the university and has the responsibility for the management, control and direction of the day-to-day business operations and various other affairs of the university.

Before our merger with the ASU System, the Vice President of Finance and Administration guided the Planning and Budgeting Committee in establishing the budgetary priorities for the upcoming year. Recommendations from this committee and the VPFA were submitted to the president for approval. After receiving approval from the president, a budget workshop was held for BOT and executive committee in order to answer all questions and concerns. At the next scheduled BOT meeting, the VPFA would present a budget recommendation to the BOT for their approval.

Since our merger with the ASU System, the approval process for the budget has changed. The Vice Chancellor for Finance and Administration guides the [Planning and Budgeting Committee](#) in the establishment of Henderson's budgetary priorities and recommends to the Chancellor financial means of accomplishing institutional priorities. Recommendations from this committee are submitted to the chancellor for approval. After receiving approval from the chancellor, budget recommendations are submitted to the ASU System president and executive vice president for their approval. Upon receiving their approval, the ASU System president presents budget proposals for all institutions in the ASU System to the ASU system Board of Trustees for its approval.

Before our merger with the ASU system, University Academic Council and Graduate Council were responsible for reviewing and approving academic proposals that focused on program changes or new academic programs. After receiving appropriate committee approval, [executive summaries](#) were written by the college dean in which the academic proposal would reside for the purpose of submitting to the president and provost for approval to be placed on the BOT agenda. Upon receiving their approval, the provost would present the executive summaries to the BOT for its approval. After receiving BOT approval, the provost would submit appropriate [paperwork](#) to the Arkansas Department of Higher Education Coordinating Board for their approval.

Since our merger with the ASU System, UAC and Graduate Council are still responsible for reviewing and approving academic proposals. After receiving appropriate committee approval, the interim vice chancellor submits academic proposals to the chancellor to be included in his academic report to the ASU BOT meeting. After the chancellor report is made to the ASU BOT, the interim vice chancellor submits the appropriate [paperwork](#) to the Arkansas Department of Higher Education Coordinating Board for its approval.

Sources

- 2A Evidence_Arkansas Law Establishing the Henderson Board of Trustees.docx
- 2A Evidence_Faculty Resolution to Board of Trustees July 2019.docx
- 2A Evidence_Tenured Faculty Document of Concerns -Vote of No Confidence 2018
- 2B Evidence_President_s Update - ASU System Merger and Transition Plan Communications
- 2C Evidence_ASU Status Report to Henderson Board of Trustees
- 2C Evidence_ASU System Board of Trustees

- 2C Evidence_ASU System HSU Merger Agreement - Fully Executed
- 2C Evidence_Board of Trustee New Trustee Orientation
- 2C Evidence_Board of Trustees Conference Attendance
- 2C Evidence_Board of Trustees Conflict of Interest Policy and Disclosure Form
- 2C Evidence_Board of Trustees Meeting Packets
- 2C Evidence_Budget Prioritization Process
- 2C Evidence_Donor Privacy Policy
- 2C Evidence_Graduate Council Agenda and Minutes.docx
- 2C Evidence_Henderson Board of Trustee Term Dates
- 2C Evidence_HSU Board of Trustees Bylaws
- 2C Evidence_Shared Governance University Committee Handbook and Guidelines
- 2C Evidence_University Academic Council Minutes.docx
- Board_of_Visitors
- Executive Summary
- LON

2.D - Core Component 2.D

The institution is committed to academic freedom and freedom of expression in the pursuit of truth in teaching and learning.

Argument

2D.

Henderson strives to be a university that promotes both freedom of expression and truth in teaching and learning. This commitment is essential to our Strategic Plan, mission and guiding principles. Henderson abides by [ACT 184 of 2019](#) which was established to protect the free speech right of students in accordance with the First Amendment of the U.S. Constitution that prohibits abridging the freedom of speech. Henderson's [Faculty Handbook](#) clearly states that a faculty member's primary responsibility is to seek and state the truth as they see it. The [Policy on Speech and Expression](#), while providing explicit rules for conduct, assures constitutionally protected speech and expression and preserving an environment which promotes learning. Further, the institution permits, without prior approval, on-campus publication and distribution of non-Henderson publications by students, groups, or organizations provided they are not disruptive to University operations.

Academic Freedom, in the traditional sense, holds an obligation on the part of the faculty to observe a code of conduct which proffers respect of the rights and opinions of others. Faculty members are entitled to full academic freedom in the classroom while exercising caution in teaching controversial matters which have no relation to the subject. The Faculty Handbook defines and outlines Academic Freedom and Responsibility policy.

The [Facilities Use Policy](#) states that the use of campus facilities is allowed for events and activities, including those that may hold unique viewpoints or opinions, provided that they do not interfere with the university's mission, policies, or procedures.

Members of the campus community, including students, have the right to discuss and express all views and subjects, including staging protests, as long as the gatherings are peaceful and do not disrupt other university functions. Student groups are allowed to invite outside speakers of their choice as long as the activity is registered at least 48-hours in advance. Additionally, faculty members may invite outside speakers to campus to present workshops and talks on a wide range of topics.

Henderson's [Liberal Arts Core](#) provides the foundation to acquire mastery of a particular field of study. Students will have courses addressing essential skills, academic enrichment, non-western culture, and writing across the curriculum requirements.

The Center of Student Engagement sponsored [events](#) that promoted student and community discussion of varying opinions. These events ranged from topics that focused on gender, political, sexual, racial profiling, human trafficking and social justice. These events focused on the student body being exposed to all aspects of topics that are prevalent in the lives of college students.

Faculty scholarship is encouraged and supported both financially and in the promotion and tenure

process. Governance of faculty promotion and tenure policies provide clear guidelines for review processes that allow individuality in teaching, scholarship and service outlined in the [Faculty Handbook](#). Professional development opportunities are available across all academic divisions. Ellis College, Teachers College, and School of Business have historically set aside funds for competitive opportunities to obtain travel and research funds for faculty scholarship and development. Due to the financial status of the institution, faculty development funds have not been available for the past two years.

Sources

- 2A Evidence_Faculty Handbook with Fully Approved Recommendations 2016
- 2D Evidence_Act 184 of 2019 Arkansas Law on Censorship
- 2D Evidence_Faculty Handbook with Fully Approved Recommendations 2016
- 2D Evidence_Henderson Facilities Use Policy rev. 2018
- 2D Evidence_Liberal Arts Core General Education Course Offerings
- 2D Evidence_Policy on Speech and Expression Revision for Act 184
- 2D Evidence_Student Activities Board Event - Open Mic Night
- 2D Evidence_Student and Community Discussion Events

2.E - Core Component 2.E

The institution's policies and procedures call for responsible acquisition, discovery and application of knowledge by its faculty, staff and students.

1. Institutions supporting basic and applied research maintain professional standards and provide oversight ensuring regulatory compliance, ethical behavior and fiscal accountability.
2. The institution provides effective support services to ensure the integrity of research and scholarly practice conducted by its faculty, staff and students.
3. The institution provides students guidance in the ethics of research and use of information resources.
4. The institution enforces policies on academic honesty and integrity.

Argument

2.E.1

Henderson's core value of Integrity stresses an environment of academic and professional integrity. As a result, Henderson has an [Institutional Review Board \(IRB\)](#) operating under policies that have been developed and designed to ensure the well-being and welfare of human subjects are protected when examined by members of the Henderson community. Henderson's IRB reviews research protocols to confirm that individuals who volunteer for or are compensated for their participation in research are treated with respect and care for their welfare. These policies are informed by federal law, mandated through the Department of Health and Human Services (DHHS).

If questions arise concerning specific parts of the IRB approval process, a [FAQ](#) resource is available to answer all questions. All research projects are conducted by investigators credentialed in the protection of human subjects. For student researchers, their faculty advisers earn the credentials prior to applying for IRB project approval. Faculty advisors earn a one-year approval to conduct research with their student researchers. In order to conduct research beyond one year, faculty advisors must go through the [continuing review](#) process. The IRB helps Henderson be confident that all research conducted is ethical, fair and safe for participants.

Henderson's [Institutional Animal Care and Use Committee \(IACUC\)](#) manages and assesses all facets of animal care and use programs and facilities to certify ethical use and well-being of animals used for research or teaching. The IACUC also ensures the public of the university's compliance with all legal and ethical standards regarding the use of animals in research and teaching.

Henderson uses an electronic submission process for both [IRB](#) and [IACUC](#) processes. Investigators complete a research proposal to the IRB/IACUC via IRBnet. The appropriate administrator examines each proposal to determine completeness and the appropriate level of review; the administrator then approves and returns to the investigator for amendments, or denies the proposal.

All graduate and undergraduate student researchers are required to have a faculty advisor supervise their research. Additionally, the director coordinates the annual undergraduate research conference hosted by Henderson, assists in searching for available [research funding](#), and suggests potential publication avenues.

2.E.2

Henderson facilitates educating students on the ethical use of information through several venues including [Library Resources](#) and the [Writing Center](#). The Writing Center employs graduate students to instruct students on using proper citation methods and avoiding [plagiarism](#). Available library and online research resources are made available to students. To facilitate ethical usage of information, Henderson provides [Turnitin](#), a digital tool for detecting plagiarism, to faculty and staff. Current policies concerning student academic honesty and integrity are housed in the [Student Code of Conduct](#). Additionally, some departments have instituted their own [student honor codes](#) specific to their discipline. Historically, Henderson produces the [Academic Forums](#), a collection of work submitted for publication and edited by Henderson faculty.

2.E.3.

Henderson provides student guidance in the ethics of research and use of information resources through the [Arkansas Undergraduate Research Conference](#) whose mission is to provide a place for undergraduate students to present original research findings, as defined by their field of study. As discussed in 3.D.1, [McNair Scholars](#) program prepares undergraduates from first generation, low-income and underrepresented backgrounds to be knowledgeable about ethics in research and use of information resources during the Summer Research Institute. Also, Henderson's [Research Symposiums](#) directly support and highlight [faculty and student scholarship](#).

2.E.4

Henderson enforces policies on academic honesty and integrity as outlined in the [Academic Integrity Policies and Processes](#), the [Academic Dishonesty Policy](#). Disciplinary actions are handled by the Judicial Affairs processes. All judicial affairs committee members are trained and recalibrated on a regular basis.

Sources

- 2E Evidence - Ellis College Update Graduating Senior Plans 2019
- 2E Evidence_2014 Undergraduate Research Fund Request
- 2E Evidence_Academic Forum 2018-2019 Number 36
- 2E Evidence_Arkansas Undergraduate Research Conference 2019
- 2E Evidence_Ellis College Update Graduating Senior Plans 2019
- 2E Evidence_HSU Institutional Animal Care and Use Committee Protocol
- 2E Evidence_Huie Library Services
- 2E Evidence_Institutional Animal Care and Use Committee Shared Governance
- 2E Evidence_IRB Policy and Procedure Manual
- 2E Evidence_IRB Steps for Submitting a Study using IRBnet
- 2E Evidence_McNair Scholars Combines
- 2E Evidence_Reddie Writing Lab Services and Workshops
- 2E Evidence_Student Academic Integrity and Academic Conduct Policies and Procedures
- 2E Evidence_Student Handbook Code of Conduct Academic Dishonesty Policy
- 2E Evidence_Student Honor Codes
- 2E Evidence_Turnitin Plagiarism Software Documentation
- Continuing IRB Review Instructions _ Henderson State University

- [FAQ IRB Website _ Henderson State University](#)
- [Writing Center Workshops](#)

2.S - Criterion 2 - Summary

The institution acts with integrity; its conduct is ethical and responsible.

Summary

Henderson has instituted policies and procedures to sustain and protect the integrity of its academic programs and institution. Henderson's website, social media outlets and campus materials communicate information regarding academic programs, admission requirements, degree costs, and program accreditation information. Henderson relies on various measures to ensure the integrity of its student and faculty research, academic honesty and ethics. A climate of academic, personal, and professional integrity has been cultivated by communicating and maintaining the ethical standards in all aspects of the campus community.

Sources

There are no sources.