



Snow College Board of Trustees

*Next meeting:
Friday, March 1, 2002
Meeting at 10:00 a.m. * Lunch at 11:30 a.m.
Snow, Christensen, and Martineau Law Office
10 Exchange Place * Salt Lake City, Utah*

*Includes agenda for the next meeting and minutes from the last meeting.
If you desire special accommodations in order to participate in this meeting,
please contact the Snow College President's Office at (435) 283-7010.*

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Agenda for the
Snow College Board of Trustees
Friday, March 1, 2002 * 10:00 a.m.
Snow, Christensen, and Martineau Law Office
10 Exchange Place * Salt Lake City, Utah

Welcome	Scott Wyatt
Action Item: Minutes of Nov. 28, Dec. 21, and Jan. 2 Meetings (Tab Q)	Scott Wyatt
Report from the Chair	Scott Wyatt
Report from the Student Body President	Chanté Wouden
Action Item: Student Fee Reallocation and Student Legacy Project	Chanté Wouden
Action Item: Investment Reports (Tab R)	Gary Arnoldson
Action Item: Advancement and Tenure Recommendations	Rick White
Action Item: Computer Programming Certificate (Tab S)	Carl Holmes
Action Item: By-Laws and Organization of the Board (Tab T)	Scott Wyatt/Michael Benson
Report from the President	Michael Benson
Action Item: Report from the State Auditors (Enclosures)	Joe Christensen

Please gather in the President's Suite if
you are interested in group transportation. We
will leave the Noyes Building at 7:30 a.m.
Lunch will be served at the conclusion of the meeting.



**OFFICIAL MINUTES OF THE
SNOW COLLEGE BOARD OF TRUSTEES
NOVEMBER 28, 2001 MEETING
LORENZO AND ERASTUS SNOW CONFERENCE ROOM
EPHRAIM, UTAH 84627**

Members Present: Carl Albrecht, Richard Bartholomew, Tim Blackham, Kay Greene, Jerold Johnson, Chanté Wouden, and Scott Wyatt

Members Excused: LuAnne Brown, Gwen McGarry, and Richard Waddingham

College Personnel Present: Gary Arnoldson, Michael Benson, Larry Christensen, Carl Holmes, Claudia Jarrett, Marci Larsen, Diane Martin, Rick White, and Rick Wheeler

Welcome

Chairman Wyatt called the meeting to order and welcomed everyone. A special welcome was extended to appointed-president Michael T. Benson. Chairman Wyatt noted that President Benson officially takes office in January, 2002, and he thanked him for meeting with the board.

Minutes of August 30 Meeting

Chairman Wyatt entertained a motion to approve the minutes of the August 30 meeting. Tim Blackham made a motion to approve the August 30, 2001, minutes as written. Jerold Johnson seconded the motion, and it passed unanimously.

Report from the Chair

Chairman Wyatt shared several folk tales from his book, *Sanpete Tales*. The Trustees enjoyed the entertainment and thanked Chairman Wyatt for his humor.

Report from the Student Body President

The reallocation of student fees was the only item Chanté Wouden had to discuss. The meeting, therefore, continued following the agenda.

Student Fee Reallocation

Chanté Wouden reminded board members that the Student Executive Council decided to discontinue the yearbook in its printed form. She briefly explained the new yearbook which will be compiled on a CD Rom, complete with e-mail addresses and video clips. Because the electronic yearbook will be significantly less expensive to produce, student fees must be reallocated. Chanté provided board members with a short-term and a long-term proposal for future fee allocations. She proposed that for Spring Semester 2002 the \$7.50 yearbook fee be distributed as follows: \$1.00 to yearbook for equipment set-up, \$2.00 to the Writing Lab for a new printer, \$1.00 to the Student Center for a big-screen television, and \$3.50 to a Campus Legacy Fund for a beautification project. Carl Albrecht made a motion to approve the short-term (Spring Semester 2002) student fee

reallocation proposal as presented. Rick Bartholomew seconded the motion, and it passed unanimously.

Chanté shared some thoughts on the long-term distribution of student fees. She also mentioned that she wanted members of the campus community to contribute their ideas as to how student fees should be spent. Chanté reported that she planned to solicit input and then prepare a long-term student fee allocation proposal. This proposal will be presented to the board at the next meeting.

Regent Policy R561, Accounting and Financial Controls

Gary Arnoldson presented Regent Policy R561, which provides for standardized accounting records and procedures in the Utah System of Higher Education. He noted that the institutions were moving forward using the new accounting and financial procedures, and he asked the board members for their vote of implementation. Rick Bartholomew so moved, and Tim Blackham seconded the motion. All Trustees voted in favor of the motion.

Investment Reports

Gary Arnoldson referred the board to Tab K and briefly reviewed the investment reports for May, June, July, August, and September. Carl Albrecht made a motion to accept and approve the reports as presented. Tim Blackham seconded the motion, and it passed unanimously.

Resolution for Flex Spending

Claudia Jarrett reminded board members that in 1991 Snow College offered a flex-spending option to employees and that until last year, the college was insured through EMIA. Claudia reported that the college has since changed insurance providers and needs approval to offer a similar flex-spending plan via Aspen Benefits. Claudia referred the board to Tab L and reviewed the proposed plan. Tim Blackham made a motion to approve the plan and adopt a resolution indicating such action. Jerold Johnson seconded the motion, and it passed unanimously.

Personnel Policy Follow Up

Policy 13.6.1, College Property, was tabled during the last meeting, and President Wheeler shared the progress made on this particular policy. He noted that his office had been in contact with the Attorney General's office. President Wheeler indicated that a completed policy will be finalized soon.

President's Report

Interim President Wheeler first welcomed Michael Benson, newly-appointed president. He noted that President Benson will take office in January, and he expressed the campus' excitement for his appointment.

The status of construction projects was the first information item addressed by President Wheeler. He asked Carl Holmes to report on the Multi-Events Center, and Carl informed the group that the roof structure is in place. He further reported that the project is moving along well and that an archeologist is on site to aid with any additional findings of human remains. With the Center for Performing Arts project, President Wheeler reported the following: 1) the design phase is nearly complete, 2) the project is ranked as Number Two on the prioritized Building Board list, and 3) the

center will now be located by the library rather than on the southwest corner of campus. President Wheeler noted the need to raise approximately two million dollars because of escalation costs, and he thanked board members for their continued work on the project.

Other informational items included budgets, UCAT, and an interim focus visit on the merger from the Commission on Colleges. President Wheeler provided and briefly reviewed budget handouts which will be presented to the 2002 Legislature for fiscal year 2003. He also distributed a handout which named the regional board members for UCAT. President Wheeler thanked board members for gathering in late October to meet with Dorna Bullpitt, the evaluator from the Northwest Association of Commission on Colleges. He noted that Ms. Bullpitt would submit a report to the Commission in December and that the college would be advised of the commission's decision in early January.

Chairman Wyatt asked President Benson if he had anything to share with the board, and President Benson accepted the invitation to address the group. He first expressed his excitement and gratitude for his new opportunity. He complimented board members for their congeniality, thanked his "A-team" members for their help during the transition, and outlined a few goals he has set for Snow College. The goals include 1) putting together a solid leadership team, 2) helping Snow better define its mission, 3) finding a resolution for the south campus/main campus challenges, 4) increasing enrollment numbers, 5) undertaking a fund-raising campaign, and 6) evaluating the campus master plan.

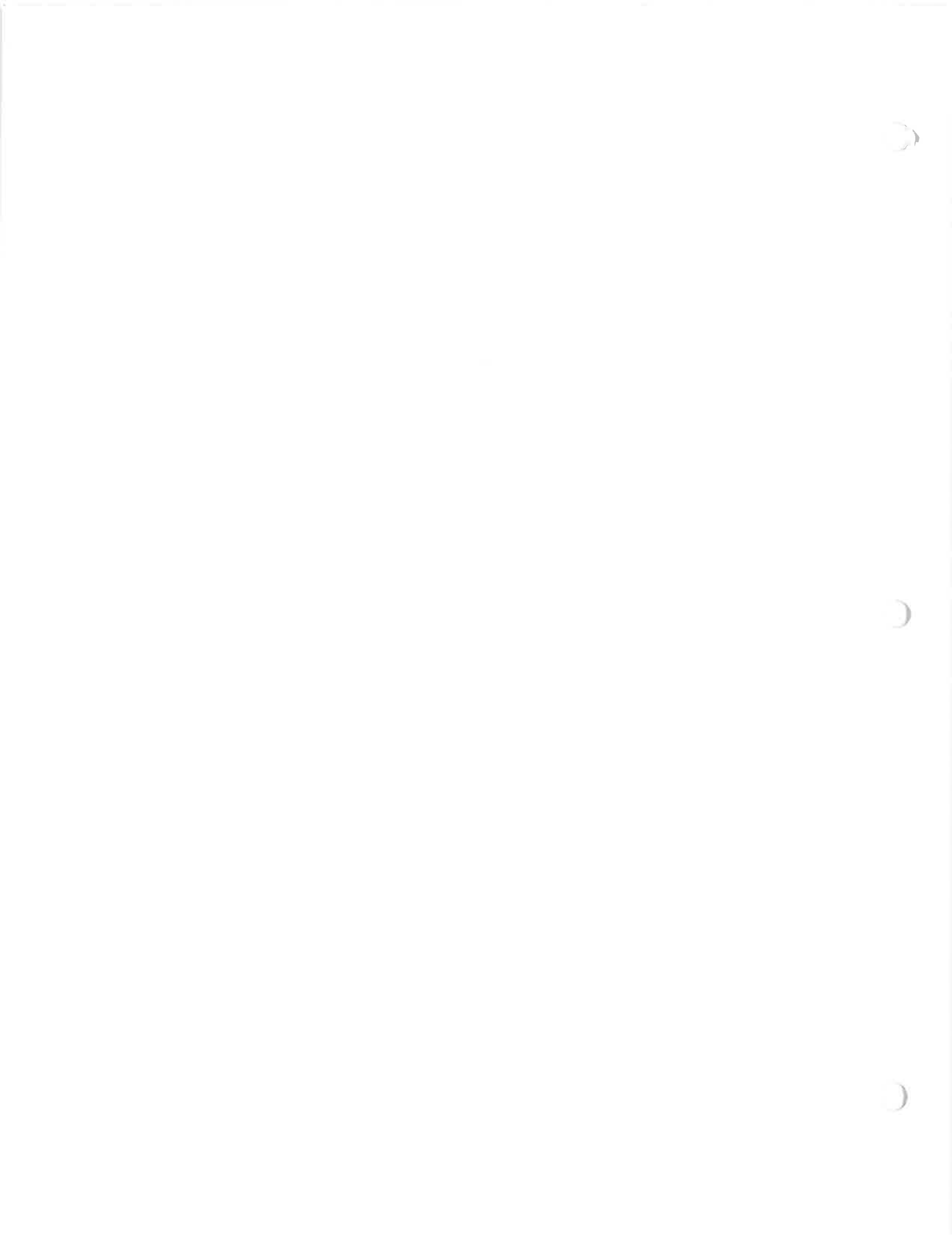
President Benson concluded by thanking the Trustees for their support and by inviting them to help him actively spread the Snow story. He noted that he views the Trustees as Snow's "ten best advocates," and he encouraged board members to contact him at any time with questions, concerns, or suggestions.

Adjournment

Rick Bartholomew moved to adjourn the meeting. Kay Greene seconded the motion, and it passed unanimously.

Next Meeting

The board agreed to gather on Tuesday, January 29, 2002, for a *Snow Gala*. The music department will be performing at Abravanel Hall at 8:00 p.m., and a dinner will be held prior to the concert. Board members and spouses will plan to attend. If needed for legislative purposes, board members may meet prior to the gala.



**OFFICIAL MINUTES OF THE
SNOW COLLEGE BOARD OF TRUSTEES
DECEMBER 21, 2001 MEETING
CONFERENCE CALL**

Members Present: Carl Albrecht, Richard Bartholomew, Tim Blackham, LuAnne Brown, Kay Greene, Jerold Johnson, Gwen McGarry, Richard Waddingham, Chanté Wouden, and Scott Wyatt

College Personnel Present: Michael Benson, Larry Christensen, Marci Larsen, Rick White, and Rick Wheeler

Welcome

Chairman Wyatt called the meeting to order and welcomed everyone. He thanked the group for making arrangements to meet via phone on short notice.

Naming Opportunity for Performing Arts Center

President Benson informed the board that the administration team had met with DFCM to confirm the funding of the new performing arts center. The group agreed that if the building was to be built as programmed, the requested funding would be approximately two million dollars short of the actual construction cost due to escalation costs.

President Benson further explained that college leadership was charged to solicit private donations if it wanted to construct the building as programmed. He noted the college had recently been in contact with two private donors, both of whom agreed to contribute funds for the project. Because of the generous \$1.5 million commitment from the George S. and Dolores Doré Eccles Foundation and the generous \$500,000 pledge from the M. Seth Horne Family, President Benson recommended that the building and school of music, respectively, bear the names of the giving families.

Rick Bartholomew asked how the Horne family felt about this arrangement. President Benson reported that preliminary discussions were acceptable to the family and that he planned to finalize details with the Hornes after getting approval from the Board of Regents. An excited group of Trustees expressed appreciation and congratulatory words to President Benson and his administrative team. Jerold Johnson then made a motion to name the new building the George S. and Dolores Doré Eccles Center for Performing Arts upon receipt of the \$1.5 million donation.

Personnel Policy

President Benson asked if Personnel Policy 13.2.1, Employment Policies, could be added to the agenda. All Trustees agreed to amend the orders of the day. President Benson briefly reviewed the history of this policy with board members, and he asked the Trustees to reinstate the following sentence: "All appointments will be conducted in accordance with the hiring procedures established by the office of Human Resources unless otherwise appointed by the President." Rich Waddingham made a motion to reinstate the requested language in Policy 13.2.1.1. LuAnne Brown seconded the motion, and it passed unanimously.

Adjournment

Rick Bartholomew moved to adjourn the meeting. Chanté Wouden seconded the motion, and it passed unanimously.

**OFFICIAL MINUTES OF THE
SNOW COLLEGE BOARD OF TRUSTEES
JANUARY 2, 2002 MEETING
CONFERENCE CALL**

Members Present: Richard Bartholomew, Tim Blackham, LuAnne Brown, Gwen McGarry, Richard Waddingham, Chanté Wouden, and Scott Wyatt

Members Excused: Carl Albrecht, Jerold Johnson, and Kay Greene

College Personnel Present: Michael Benson, Larry Christensen, Marci Larsen, and Rick Wheeler

Welcome

Chairman Wyatt called the meeting to order and welcomed everyone. He thanked the group for making arrangements to meet via phone.

Naming Opportunity for Snow College Music Department

As follow up to the December 21, 2001, meeting President Benson reported that he had received approval from the Board of Regents to name the Snow College Music Department the Maurine D. and M. Seth Horne School of Music. He further reported that he had visited with the family and that they were delighted with the honor. Tim Blackham made motion to accept the president's proposal and name the music department the Maurine D. and M. Seth Horne School of Music. Gwen McGarry seconded the motion, and it passed unanimously.

Adjournment

Rich Waddingham made a motion to adjourn the meeting. LuAnne Brown seconded the motion, and it passed unanimously.