

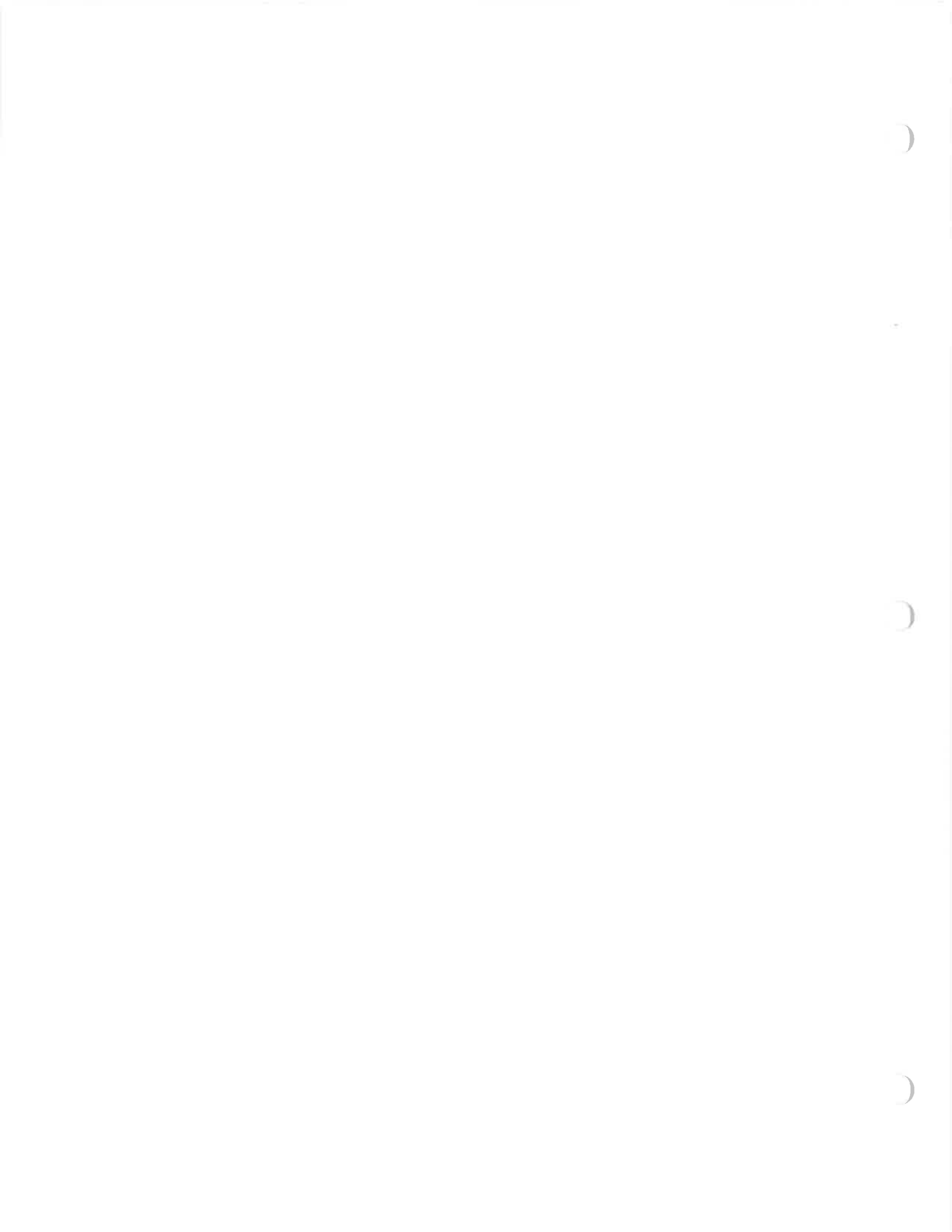


Agenda for the  
Snow College Board of Trustees  
Thursday, June 16, 2005 \* 1:30 p.m.  
Conference Call - Call In Number (877) 807-5706

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- Welcome ..... John Willmore
- Action Item: 2005-06 Budget ..... Larry Christensen
- Action Item: Early Retirement Policy ..... Claudia Jarrett
- Action Item: AAS Degree in Traditional Building Skills ..... Rick White/Brad Winn



Official Minutes of the  
Snow College Board of Trustees  
June 16, 2005  
Meeting Held via Conference Call

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**Members Present:** Carl Albrecht, Tim Barney, Doug Barton, Tim Blackham, Kay Greene, Jerold Johnson, Gwen McGarry, John Vincent, and John Willmore

**Members Excused:** Scott Wyatt

**College Personnel Present:** Michael Benson, Larry Christensen, Claudia Jarrett, Marci Larsen, Rick Wheeler, Rick White, and Brad Winn

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Welcome

Trustees were greeted as they joined the conference call. Once everyone had connected, Chair Willmore officially welcomed the Trustees. President Benson announced that he had been asked by BYU to lead a tour to Israel in December, and he invited the Trustees to participate. He noted that more information would be available soon.

2005-06 Budget Discussion

Carl Albrecht had expressed concern about approving an annual budget over a conference call, rather than in person, and he vocalized those concerns. The group agreed to review the budget and, if sufficient information was available, to take action. If questions or concerns, which were difficult to resolve over the phone, arose the Trustees agreed to postpone action.

With that understanding, Larry reviewed the proposed budget for the 2005-06 fiscal year. He explained the increases in operational budgets and noted that all employees received a 2.5 percent increase. He also reported that salary increases ranged from 2.5 - 22 percent, and noted that only two employees were in the 20 percent range. Tim Blackham asked about the salary reduction employees took several years ago, and President Benson reported that the cut had been restored last year. Trustee Blackham also asked what the overall budget increase was, and Larry reported that the total budget increased approximately \$1,000,000.

Brad Winn explained the process used to distribute new money, and commented that items receiving new funding were agreed upon by department heads, deans, and the president's cabinet. He noted that requests for new money were tied to college goals, and top priorities received new money. A few specific questions were asked regarding budget increases, and Chair Willmore asked the Trustees if they felt like they had enough information to approve the budget. Carl Albrecht suggested that a summary sheet be prepared and distributed with the budget in the future, and college personnel agreed to do so. Jerold Johnson also suggested that, in the future, the budget be discussed in a in-person meeting rather than during a conference call. The administration also agreed that the face-to-face meeting would be scheduled next year. With these two suggestions taken into consideration, Tim Blackham made a motion to approve the budget as presented. Carl Albrecht seconded the motion, and it passed unanimously.

NOTE: A budget summary sheet was created this year and distributed to the Trustees after the meeting. Please see attached sheet for details.

Early Retirement Policy

Claudia Jarrett informed the Trustees that the Board of Regents had asked for unification in institutional early retirement policies, and she noted that Snow needed to make two minor modifications to its current policy to be in compliance. She asked the Trustees to approve the new policy, which changed 1) the stipend amount paid (the College has been paying for six years; Regents' policy mandates only five years) and 2) the length of time for medical and dental coverage (the College was ceasing medical coverage at age 65, but not dental; Regents policy mandates that both cease at age 65). Claudia reported that the changes have been delayed for one year

so that no employee at Snow will be affected. Carl Albrecht made a motion to approve the policy as presented. Tim Barney seconded the motion, and it passed unanimously.

#### New Degree Proposal

Brad Winn referred the Trustees to the documentation provided and reported that the College is constantly working to educate students in a manner which will meet the demands of employers. He noted that the recent accreditation team commended the Traditional Building Skills Institute (TBSI) and commented on the uniqueness of the program. He explained that instead of having a series of workshops, which is the current model, a full degree will now be available to students. Chair Willmore asked if there were questions. Hearing none, he entertained a motion to approve the request to offer an AAS Degree in Traditional Building Skills. Kay Greene so moved. Gwen McGarry seconded the motion, and it passed unanimously.

#### Private Development/Road Access - Richfield Campus

Rick White asked for a few minutes to update Trustees on happenings in Richfield and get guidance from the Board. The group is familiar with the road access/private development situation on the Richfield campus, and Rick reported that he continues to have discussions with the private housing developer. He noted that he is being pressured to help pay for the new road, and he expressed his concern for this proposed solution. Carl Albrecht noted that he had met with several people involved, and he concurred that the College should not pay for the road. All Trustees agreed with this position. The conversation turned to maintenance of Technology Drive, and Rick White was encouraged to check into the College's responsibilities. He reported that Sam Steed and the campus' physical facility crew take care of all maintenance, and both Carl Albrecht and Jerold Johnson indicated that that was not the original agreement when the road was constructed. Rick agreed to follow up on the issue.

#### Enrollment

Doug Barton asked about student enrollment, and Brad Winn reported that new student enrollments are up a little bit but that continuing student enrollment is down quite a bit. He reminded the group of the tuition collection/admission policy change this year and noted that the decision to require payment has affected enrollment numbers.

#### Next Meeting/Adjournment

The group agreed to meet on Thursday, July 21, at 6:00. With this meeting scheduled, Vice Chair McGarry made a motion to adjourn. Tim Barney seconded the motion, and it passed unanimously.