



Board of Trustees Meeting Minutes

September 18, 2013

Individuals in Attendance

Trustees: Theresa Alder, Doug Barton, Regan Bolli, Scott Bushnell, Brent Davis, Dan Jorgensen, Leslie Keisel, Michael McLean, Jeff Olson (phone), Zach Parker
College Personnel: Marvin Dodge, Marci Larsen, Craig Mathie, Gary Smith, Scott Wyatt

Welcome

Chair Alder called the meeting to order and welcomed the group. Because this was the first meeting since the appointment of several Board members, Chair Alder asked everyone in attendance to give a brief introduction. She thanked new Trustees for accepting this assignment to serve.

Orientation for New Trustees

In terms of orientation, President Wyatt provided a packet of information to the Trustees. He shared the college's history and mission, briefly reviewed the by-laws of the board, and discussed the Open Meetings Act. He emphasized his desire to be very transparent and answered a few questions from board members. All newly-appointed Trustees then took the Oath of Office.

Meeting Minutes

Chair Alder entertained a motion to approve the minutes from the June 17, 2013 meeting. Trustee Parker so moved. Trustee Barton seconded the motion, and it passed unanimously.

Election of New Officers and Committee Assignments

Chair Alder defined the subcommittees of the Board and asked members where they would like to serve. The following assignments were made, and there were no objections to the elections or appointments.

- Audit Committee – Dan Jorgensen, chair; Brent Davis, vice chair; Doug Barton and Theresa Alder as committee members
- Academic Committee – Scott Bushnell, chair; Zach Parker, Leslie Keisel, and Michael McLean as committee members
- Trustee Alder was elected to serve as chair of the board with Dan Jorgensen serving as vice chair.

Workforce Preparation Advisory Committee

President Wyatt shared the history of the Workforce Preparation Advisory Committee and explained the committee's new focus on collaborating with economic development leaders in the area. The committee, whose membership is determined by the trustees, is in need of a few additional members. Based upon President Wyatt's recommendation, Trustee Bolli made a motion to appoint Bob Chevalier to serve a four-year term. Trustee Barton seconded the motion, and it passed unanimously. Trustee Keisel made a motion to appoint Kent Larson as the two-year term superintendent representative. Trustee McLean seconded the motion, and it passed unanimously. Trustee Bolli asked if members of the Board of Trustees join the group, and President Wyatt detailed the college's representation on the committee and welcomed any of the Trustees to attend any committee meetings. Trustee Bolli expressed interest in being notified of the committee meetings.

Volunteer Policy

Before Chair Alder turned the time to Vice President Dodge, she thanked him for the comprehensive budget book (which was mailed to trustees) he creates each year. She commended his work on this project, and others expressed appreciation as well.

Vice President Dodge graciously accepted the compliments and presented the policy on utilizing volunteers' service at the college. He said currently volunteers (e.g. community members helping with field trips, driving to airport for student pick up, etc.) are not asked to complete any paperwork before serving, and he noted some concern with this arrangement. He said the Human Resource Office has worked with Risk Management to create the proposed policy,

and noted it will be difficult to completely enforce and track every volunteer. Trustee Jorgensen asked if there would be leeway if a volunteer is needed on an emergency basis and said he wanted to be sure the policy wouldn't inhibit volunteers. He also requested the policy be reviewed by upper management at Risk Management. Subject to their approval, Trustee Bolli made a motion to approve the policy as presented. Trustee Jorgensen seconded the motion, and it passed unanimously.

Given the new composition of the board, President Wyatt mentioned the policy approval process. Specifically, he explained that any employee can propose a policy which is first reviewed by College Council (made up of college representatives), emailed it to all employees for a 30-day comment period, again reviewed – with received comments – by College Council, and then presented to the Board of Trustees for consideration before implementation.

Update on Student Success Initiatives

Vice President Mathie provided a document summarizing successes in student services. He said his staff members work diligently to keep students progressing towards graduation. Highlights of the year's successes include occupancy rates in the residence halls, an inclusion initiative underway, increased usage of computerized testing, a "face lift" in the Greenwood Student Center, and a proactive suicide prevention campaign. The group had a helpful discussion on suicide prevention, and Trustee McLean offered to present a program to help reach students through music. Chair Alder thanked him for his generosity, and she thanked Vice President Mathie for his leadership.

Legislative Report

President Wyatt said institutional presidents, staff in the Commissioner's Office, and members of the Board of Regents are getting ready for the upcoming legislative session. He said requests specific to Snow College include funding for a new science building and a proposal from rural school district superintendents.

President Wyatt told Trustees that for the last few years the college has asked for money to remodel the science building, but he said there are so many seismic issues it was decided a new building would be more realistic. The \$19 million project, he reported, was prioritized at the top of the Regents' list and explained now the Building Board will take the higher ed list (and every other state proposal) and prioritize all projects.

The rural superintendents' proposal, he explained, is the result of superintendents representing 26 school districts approaching President Wyatt to see if Snow College would consider being the lead deliverer of courses in high schools. He said the proposal has gone through numerous agencies/groups (including the Board of Regents and Governor's Office), and would appropriate \$1.5 million dollars to the college which would be used to hire new faculty members and advisors who would travel to the rural schools.

President Wyatt also mentioned Sevier County is trying to get \$3 million appropriated to Snow College to buy out the education wing of the Sevier Valley Center.

Report from the Student Body President

Trustee Parker said student officers have been busy getting ready for Homecoming week. He told trustees of a club leadership training, which was very well attended he said, and noted student leaders are collaborating well this year. He reminded Trustees of his biggest initiative – getting students to declare a major – and said he is anxious to implement steps and activities to help students do this. He also mentioned the 15-to-Finish initiative, with which he is involved. Trustee Parker also reported on his involvement with Utah Student Association (USA) and said the group is trying to get more political representation for college students. With this, he said, USA is trying to get college students elected as county delegates and involved in the political process. Chair Alder thanked Trustee Parker for making his attendance a priority and also thanked him for his service to the students.

Report from the Alumni Association

Trustee Olson said he was new to this role and expressed appreciation for the opportunity to be involved. He reported on a recent alumni activity at Seven Peaks, shared plans for Homecoming, and invited everyone to participate in the Alumni Scholarship Endowment. Chair Alder thanked him for his report and efforts to reconnect alumni with the college.

Report from the Chair

Chair Alder told the group she had attended the employee luncheon during Fall Assembly and had given all employees a small gift of appreciation. She said employees seemed to be grateful, and she encouraged trustees to thank faculty and staff when they see them.

Report from the President

President Wyatt told of upcoming events, specifically the national heritage alliance conference and the back-to-school barbeque and invited everyone to attend both. He then asked Vice President Smith and Vice President Dodge to give a brief report.

Vice President Smith took the opportunity to give an update on the academic programs approved by the trustees in June, noting all had been approved by the Board of Regents. He also told the group that Dr. Nawar, the Fulbright Scholar from Egypt, had arrived on campus and was involved with college employees and activities. President Wyatt mentioned Dr. Smith's retirement and said a new Vice President for Academic Affairs, Dr. Steven Hood, would arrive in December. He thanked Dr. Smith for his work and leadership.

Vice President Dodge provided handouts and reviewed the strategic planning process. He detailed the five emerging themes – quality, general education, 2 year/4year, economic development, and cost/affordability – and invited Trustees to be involved in the process. He said this truly has been one of the most enjoyable assignments he has had at the college and promised to keep the trustees informed. This report sparked a conversation amongst the trustees, and it was decided to discuss the future of the college in detail at an upcoming meeting. Chair Alder said she believes the challenge as trustees is to watch and be aware of educational changes and to maintain the college's quality education. She expressed her confidence in the strategic plan and encouraged trustees to be involved in process.

President Wyatt again thanked the trustees for their service and gave each a small keepsake from the inaugural war history era seminar held in August. He shared a little about the week-long conference and commented on its remarkable success.

Adjournment

Prior to adjourning the meeting, Trustee Jorgensen asked Trustees to encourage the new owner of the bank on Main Street to keep the Canute Peterson home standing. He said the bank purchaser also bought the neighboring historic home, and he reminded the group that Canute Peterson was one of the founders of Sanpete Stake Academy.