



Board of Trustees Meeting Minutes January 27, 2017 • Ephraim, Utah

Trustees Attending

Theresa Alder, Chair
Doug Barton
Scott Bushnell
David Christensen
Leslie Keisel
Emilee Kuchenmeister
Erma Kaye May
Rick Robinson

Trustees Absent

Bailey Dalton
Michael McLean

Others Attending

Weston Allinson, SBA
Schuyler Bradley, SBA
Morris Haggerty, Legal Counsel

College Personnel Attending

Michelle Brown, Student Life Director
Gary Carlston, President
Jacob Dettinger, Finance VP
Beckie Hermansen, IR Director
Marci Larsen, Board Secretary
Paul Peterson, Football Coach
Meagan White, Controller
Zeb White, Student Life Asst. Director

Welcome

Chair Alder welcomed trustees to the meeting, and introduced the following employees who were attending: Meagan White, Zeb White, Michelle Brown, Paul Peterson, and Beckie Hermansen. Student Body Advocates Weston Allinson and Schuyler Bradley were also introduced to the group. President Carlston spent a few minutes talking about the football program – stressing it is a means, not an end – and emphasized the importance of on-field and in-class success for the players. Coach Peterson then took a few minutes to tell about his experience and share his football philosophy. Trustees congratulated Coach Peterson and wished him well in his new assignment.

Approval of Minutes

Chair Alder entertained a motion to approve the minutes from the December 9, 2016 meeting as presented. Trustee Christensen made a motion to approve the minutes. Trustee Robinson seconded the motion, and it carried unanimously.

Committee Meetings

Trustees met in committee meetings and then reconvened for lunch and the college highlight.

College Highlight – Staci Taylor

President Carlston explained the composition and purpose of the Board of Trustees to staff and students in attendance. He also explained his reasoning for inviting various employees to the meetings, indicating he wanted to create an opportunity for trustees to meet employees and for employees to be recognized. For today's meeting, Staci Taylor was recognized for her great work. It was noted that Staci has multiple responsibilities at the college and that she completes them all thoroughly and cheerfully. President Carlston thanked Staci for emulating the "Spirit of Snow," and trustees joined him in expressing their appreciation. Ms. Taylor returned to her duties after the recognition.

Report from the Finance and Facilities Committee Report

Committee Chair Barton said the Finance and Facilities Committee gathered earlier, and he summarized the meeting by making the following motions:

- He moved approval of the FY16 Audit which was recently completed by the state audit. Trustee Christensen seconded the motion, and it passed unanimously. Chair Barton said the committee is concerned with the timeliness and cost of the audit and encouraged Vice President Dettinger to explore options for future audits. He also commended Meagan White, the college's controller, for her work with the auditors.
- He moved approval of the December 2016 investment report (Tab T), noting performance is improving. Trustee Robinson seconded the motion, and it passed unanimously.
- He moved approval of Mr. Bushman's proposed audit schedule, and Trustee Christensen seconded the motion. All trustees voted in favor.

- He moved approval of the Information Security policies (Tab W - Policy 12.1, Information Technology Acceptable Use Policy; Policy 12.2, Data Classification and Handling Policy; Policy 12.4, Information Security Policy; and Policy 12.5, Mobile Device Policy). Trustee May seconded the motion, and it passed unanimously.

The Sevier Valley Center (SVC) Audit was the final item Committee Chair Barton addressed. After a discussion, President Carlston said there are two important pieces that need to be considered for future events at the SVC: 1) the financial risk needs to be shared by all partners and 2) the college is not in the business of operating the center for the financial benefit of the college. President Carlston said the audit is very important and the college will work with the SVC executive board to correct the management practice. He said the college will generally follow the recommendations of the audit and added that the college having a majority vote in the governance (which is one of the recommendations) is not of immediate importance to him. One needed correction on Page 28 (a date) was identified, and there were no other questions. Because this was not listed as an action item on the agenda, a conference call to vote will be held soon.

Report from the Academic and Student Affairs Committee

Trustee Keisel said Weston Allinson, a Student Body Advocate, gave a nice presentation about service learning and said he requested additional support for their efforts. President Carlston said he would ask Vice President Mathie to follow up with the student leadership team. Trustee Keisel said the committee also briefly discussed advancement and tenure recommendations and the forensics program but did not have any action items at this time.

Commencement Planning 2017

President Carlston provided an update on commencement 2017 speakers and honorees. He said that he had been successful in securing Lt. Governor Spencer Cox as the speaker for Ephraim and added that he had talked to Mark and LeAnn about receiving the honorary degrees for Ephraim. He said he will visit with Verla Sorensen next week regarding recognition during the Richfield ceremony.

Report from the Alumni Association

Trustee Kuchenmeister said there have been personnel changes in the Alumni Office and the alumni board has not met since the last Board of Trustees meeting.

Report from the Student Body President

Schuyler Bradley, Student Body Vice President, asked that President Dalton be excused from the meeting and said he was happy to be in attendance to represent the student body. He noted the change in advisors in their office and expressed his appreciation to Michelle Brown and Zeb White for their support. He also said students had participated in "Club Rush" to promote club activity on campus and reported that student elections will be held on-line this year. He informed the board of a new campaign, "Snow the Love," where once a month student leaders hand out treats and encourage people to pay it forward. He said the goal is to lighten the mood and remind others of the importance of service. Chair Alder thanked Vice President Bradley for attending the meeting and invited him to join President Dalton whenever he would like.

Report from the Chair

Chair Alder said she met with the Board of Regents' Audit Committee in the annual review meeting. She said she updated them on the SVC audit and reported they were supportive of the college's actions. She also reminded the trustees of the meeting schedule and asked them to make the meetings a priority in their schedules as much as possible.

Report from the President

President Carlston happily announced that the Associate of Fine Arts (AFA) degree was approved by the Board of Regents, and he thanked Dr. Hood and the art faculty for their tenacity in seeing this proposal through the process. This degree, he said, will benefit students and will be a nice addition to the college's offerings. Next, President Carlston said the Compensation Committee was completing their assignment and would soon make a recommendation for salary adjustments. For an update on capital improvement projects, President Carlston reported the college was finally able to close on the Richfield property purchase, and he thanked Kay McIlff for his assistance. In Ephraim, he said the lights are up for the football stadium and said the plan is to have them finished by March. He also showed a picture of the field improvement proposal and noted the college has had good support from DFCM officials.

Adjournment

The meeting adjourned.