



Board of Trustees Meeting Minutes October 24, 2014

Individuals in Attendance

Trustees: Theresa Alder, Doug Barton, Scott Bushnell, Brent Davis, Chris Jenkins, Dan Jorgensen, Leslie Keisel, Jeff Olson
College Personnel: LaFaun Barnhurst, Gary Carlston, Jim Case, Patsy Daniels, Spencer Hill, Steve Hood, Marci Larsen, Teri Mason, Craig Mathie, Michael Medley, Michelle Olson, Ruston Peterson, Chad Price, Jeff Sirrione

Welcome

Chair Alder called the meeting to order and welcomed the group to Richfield. She expressed appreciation for the hospitality and thanked trustees for driving the extra distance to keep the board's commitment to meeting at least annually on the Richfield Campus.

Minutes

Chair Alder entertained a motion to approve the minutes from August 22, 2014. Trustee Keisel so moved. Trustee Barton seconded the motion, and it passed unanimously.

Early Retirement Policy

Vice President Hill presented the early retirement policy in its final form to the trustees. He reminded the group of the policy approval process and said this particular policy has been through that process, which includes a thirty-day review for all employees to comment. Hearing no discussion, Chair Alder entertained a motion to approve the policy. Trustee Olson so moved, and Trustee Davis seconded the motion. The motion passed unanimously.

Student Account Write-Offs

Vice President Hill introduced the topic of writing off bad debt and reminded the group this decision comes before the board each year. He referenced Tab R, reviewed the timeline of actions, and noted a hold is placed on each of these students' transcripts until the debt is paid. Vice President Hill said this amount (\$314,000) is a little higher than recent years and noted the Business Office is evaluating processes and procedures for collecting bad debt. He said they plan to review deadlines for payments and said they most likely would change current practices to match other schools in the state, which would require payment (or a payment plan) within the first few days of classes starting. Trustee Jorgensen strongly encouraged the administration to review current practices and find a way to encourage students to learn the importance of paying debts. Hearing no more questions or discussion, Chair Alder entertained a motion to act on this agenda item. Trustee Barton made a motion to authorize the Business Office to write-off the presented student debt accounts. Trustee Jorgensen seconded the motion, and it passed unanimously.

Advisory Committee Appointments

President Carlston reminded the trustees that they select some members of the Economic Development and Workforce Preparation Advisory Committee, whose purpose is to assist with carrying out the economic development role of the college. Based on the recommendation of the committee, he requested approval of two new business representatives: Brian Florang, who works at Liqua-Dry in Hinckley and Douglas Durfey, who is the Founder and President of Data Discoveries in Spring City. Trustee Olson asked how individuals are chosen for this assignment, and President Carlston said the recommendations come from the local economic development directors. Hearing no more questions or discussion, Chair Alder entertained a motion to accept the recommendation and appoint Mr. Florang and Mr. Durfey to serve on the Economic Development and Workforce Preparation Advisory Committee. Trustee Davis so moved; Trustee Olson seconded the motion, and it passed unanimously.

R401 Proposals

Dr. Hood reviewed the details of the following new academic program proposals: a Certificate of Completion in Agribusiness, an AAS degree in Agribusiness, and a Certificate of Completion – General Education. Trustees were very supportive of this progressive approach to the new academic programs, and Dr. Hood was thanked for his leadership. He commended the faculty for their efforts. At the conclusion of the discussion, Trustee Olson made a motion to approve the

proposed programs. Trustee Keisel seconded the motion, and it passed unanimously. Dr. Hood noted the automotive proposal included in the packet will be considered at a future meeting.

Student Financial Aid Audit

Vice President Mathie reviewed the student financial aid audit and said staff members were glad to only have two findings out of the 30+ possible. Vice President Mathie said staff members were aware of the findings before the report was issued because of an internal audit, and he said the audit reinforced the importance of having an internal auditor. Trustee Jorgensen concurred, and Vice President Hill said the vacant auditor position should be filled soon. Vice President Mathie concluded his report by sharing steps already taken to correct the found deficiencies and asked the trustees to accept the audit report as presented. Trustee Jorgensen so moved. Trustee Davis seconded the motion, and it passed unanimously.

Student Success Division Report

Vice President Mathie provided a brief update on happenings in the Student Success Division. He reviewed the provided handout and talked about work being done with suicide prevention, diversity and inclusion, academic advising, career services, student life, and overall student success. He shared a current division organizational chart and thanked employees for their commitment to and concern for students. Chair Alder thanked Vice President Mathie for his work and leadership.

Report from the Student Body President

Student Body President Jenkins informed the trustees of successful student activities and said participation at activities is high. He mentioned President Carlston's participation in one special activity – True Badger Night. He said students appreciate the Carlstons' involvement in student life.

President Jenkins also reported on the Student Fee Committee meeting. He said they are looking at options for fee distribution and considering several possibilities, including lights on the football field. Trustee Jorgensen suggested contacting NFL players who were once Badgers, and President Jenkins was encouraged to ask Richfield students if they would be interested in creating a True Badger tradition on campus.

Chair Alder congratulated President Jenkins on the work he is doing. She said she recently attended a football game and was impressed with the students' enthusiasm. She said there was a positive energy, and she asked Trustee Jenkins to thank his team for creating a good feeling on campus.

Alumni Association Report

Trustee Olson reported on Homecoming events by saying several alums returned to campus to participate in the planned activities. He said the Golden Badger reunion continues to grow, and he mentioned the recognition ceremony for Dr. Jim Tatton and Mr. Frank Weaver, who were honored as the 2014 Distinguished Alumni. Trustee Olson informed the trustees of the changes on the alumni board and said a student alumni association has been revamped to foster a relationship early with students and the alumni office. He said the "Giving Badgers" campaign collected nearly \$1,400 from current students and noted the alumni's involvement with the Athletic Hall of Fame event. Chair Alder thanked Trustee Olson for his efforts to reconnect alumni with the college.

Report from the Chair

Chair Alder thanked those employees attending the meeting, and she expressed appreciation to all employees. She specifically mentioned the grounds and facilities crew and noted their attention to detail.

College Highlight – Cosmetology Program

Dr. Hood introduced Teri Mason and the Cosmetology Department and turned the time to them for a presentation. Ms. Mason welcomed a few students currently enrolled in the program, and they shared their campus experiences with the board. Dr. Hood acknowledged the department's great work and mentioned specifically their faculty and student collaboration. Chair Alder thanked the faculty and students for attending and congratulated them on their successes.

Report from the President

President Carlston noted the following items to begin his report:

- A successful live news broadcast on ABC4 News: He mentioned the highlighted programs from both campuses and thanked John Stevens and Marci Larsen for their work in coordinating the visit. Talking points compiled for the TV interviews were provided to the trustees
- The Science Building success: He reminded the trustees that the Board of Regents ranked the project as #2, and the State Building Board ranked the project #1. He said during the legislative session, the college will work to secure funding for the new center. He added that the college agreed to raise \$3 million towards the total cost of the project, and he said he believes that commitment will soon be fulfilled. President Carlston thanked the science faculty for their work on this project and said the latest plans call for a slightly larger building (56,600 GSF) than originally discussed.
- A conversation about soccer: President Carlston said an active group of faculty and international students has asked the administration to consider a men's and women's soccer team. He said the administration will review the request, seek input from others, and return to the trustees with a report in the next few months.
- An update on the Homecoming threat: He expressed appreciation to Officer Derek Walk for his work to resolve the situation. He said there was great cooperation between local law enforcement agencies, the Attorney General's Office, and other organizations. President Carlston said how grateful he was nothing materialized from the threat and that everyone was safe. Trustees thanked him for his proactive approach with this incident.
- The student experience: He reported on a recent recognition from the popular "Rate My Professor" website and commended faculty for their teaching. He also mentioned the volleyball and football teams' accomplishments and said students continue to have a positive experience on both campuses because of the environment created by faculty and staff.

The rest of President Carlston's report focused on the two-campus relationship of the college. He said a few weeks ago he was invited to Richfield by the mayor to talk about the relationship of the two campuses. The mayor said he was responding to some concerns he had heard in the community, noting some may want to have a relationship with Utah State University (USU) or the Utah College of Applied Technology (UCAT). President Carlston said several meetings had taken place, and he shared his position – that the current model is best – with the trustees. He said he has asked employees to develop their own opinion, which he agreed to communicate to others. Vice President Hood noted each academic division had been asked to express their opinion, and almost unanimously, all faculty on both campuses expressed a strong desire to maintain the current structure with a two-campus, Snow College model. President Carlston said the other vice presidents are consulting with their employees, and once everyone has had an opportunity to express their opinion another discussion will take place with the interested community leaders.

President Carlston reminded the group that even though some may have different opinions, he asked everyone to be respectful and professional when discussing the topic with other. He expressed his hope that this will become an opportunity to tell the Snow College story better and help others know how integrated the two campuses are. To conclude, he again shared his position on the situation and said he will work diligently to help others understand that Snow College is the best option for Sevier County.

Trustees followed up with questions, and several employees in attendance expressed their opinions. It was mentioned that a few employees have had meetings with the mayor and are planning to lead an effort to educate and inform the community on what Snow College has to offer. There was agreement that there have been minor challenges in the past, as would be expected when two separate institutions merge, and every comment reflected a desire to continue to work together in the current, integrated model. Dr. Hood noted the increased number of programs available in Richfield, and the trustees offered to share information or do whatever would be helpful during this time. Trustee Keisel said it's powerful to hear personal experiences from students, and she suggested that students be encouraged to let their stories be known to local leaders.

President Carlston concluded his report by thanking the trustees and – as in the past – reminded them that none of them is successful unless the students are successful. He expressed appreciation to the dedicated employees of both campuses and shared his optimism for a bright future.

Adjournment

The meeting was adjourned.