



A meeting of the
Snow College
Board of Trustees

To be held
Friday, April 29, 2005
Dinner with Partners at 6:30 p.m.
Public Meeting at 7:15 p.m.

Richfield Campus Graduation- April 29 at 3:00 p.m.
Ephraim Campus Graduation- April 30 at 10:00 a.m.

In the
Lorenzo and Erastus Snow Conference Room
Noyes Building - Snow College Campus
Ephraim, Utah

This packet includes the 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 Office of the President at (435) 283-7010.

Agenda for the Snow College Board of Trustees

Noyes Building

Friday, April 29, 2005

Dinner with partners at 6:30 p.m.

Meeting at 7:15 p.m.

- I. Welcome John Willmore
- II. Action Item: Approval of Minutes (Tab R) John Willmore
- III. Report from the Chair John Willmore
- IV. Report from the Student Body President John Vincent
- V. Report from the President Michael Benson
- VI. Action Item: Investment Reports (Tab S) Larry Christensen
- VII. Action Item: New Degree Proposal (Tab T) Brad Winn
- VIII. Faculty Merger Update Brad Winn/Rick White
- IX. Lowe Property Update Rick White
- X. Comments from Board Members Board Members
- XI. Next Meeting John Willmore

0

0

0

Official Minutes of the
Snow College Board of Trustees
February 25, 2005 Meeting
Ephraim, Utah

Members Present: Tim Barney, Tim Blackham, Kay Greene, Jerold Johnson, Gwen McGarry, and John Willmore

Members Excused: Carl Albrecht, Doug Barton, Casey Dyreng, and Scott Wyatt

College Personnel Present: Gary Arnoldson, Noel Bailey, Michael Benson, Larry Christensen, Mike Jorgensen, Marci Larsen, Craig Mathie, and Rick Pike

Others Present: Miriam Rasmussen (attending for Casey Dyreng) and Janalee Willmore

Call to Order/Welcomes

After a nice dinner with partners, the Trustees gathered in the Activity Center to begin their business meeting. Chair Willmore called the meeting to order and welcomed the Trustees who had not attended dinner. He also commended and thanked the food service staff for the meal.

Approval of Minutes

Chair Willmore entertained a motion to approve the minutes from the January board meeting. Kay Greene so moved. Gwen McGarry seconded the motion, and it passed unanimously.

Report from the Chair

Chair Willmore complimented the administration on the new addition to the Activity Center. He noted that the College would soon gain occupancy of the new space, and he expressed appreciation for the opportunity to meet in one of the new classrooms.

He also commended the administration for the manner in which the Eccles Center incident was handled. He noted that he came to campus the morning after the decorative ceiling collapsed, and he expressed gratitude that no one was injured.

Report from the Student Body President

Miriam Rasmussen, Senate President, attended the meeting for Casey Dyreng, who was participating in a DEX competition. She reported that the students had recently elected a new student body president and that a truth-in-tuition hearing had been held. She provided copies of a handout which was distributed to the student body. Trustee Greene asked if Richfield students participated in the election, and Miriam reported that they did.

Report from the President

President Benson began his report by excusing Representatives Rick Wheeler and Scott Wyatt. He noted that they had a late session at the Legislature, and he expressed appreciation to them. He reported that it did not look like the College would receive programming money for the library this year, but he informed the group that Rick would work on legislative language to help push along the project.

In addition to the legislative report, President Benson shared recent campus happenings. He, like Miriam, spoke of the truth-in-tuition hearing. He reported that his administration and the students had come to an agreement, and he referred the Trustees to the document provided. He reviewed the numbers (a \$30/semester fee increase and a 4-6 percent second tier tuition increase) with the Trustees and reported that the students had agreed to the proposal.

Speaking of students, President Benson commended the football team for their recent activities. He reported that they had elected a players' council and that they had been involved with several service projects. President Benson also commented on the quality of Snow students and expressed his appreciation for the opportunity to interact with them.

To conclude his report, President Benson gave a brief update on the status of the Eccles Center accident. He reported that the construction crews came in and cleaned up the collapsed ceiling within a few days, and he informed the group that the investigation to determine the cause of the accident is still underway. He again shared his gratitude - and amazement - that no one was injured, and he thanked Chair Willmore for his help and concern with the incident. Tim Barney asked who would be required to pay for the repair and damages, and Larry explained that everyone involved with the project had paid into an insurance fund and that the money collected by the State would be used. He also reported that the initial estimate in damage was approximately \$250,000.

Audit Committee Report/Audit Committee Meetings and Membership

Two agenda items (Numbers VI and XII) were combined for this discussion. Because Carl Albrecht was unable to attend, he asked Jerold Johnson to report in his behalf. Jerold reported that he attended the last Audit Committee meeting with committee Chair, Carl Albrecht. He informed the group that they met with the auditors prior to their initiating the College's audit. He reported that Joe Christensen would be responsible for the audit and commented that the team of auditors assigned to the College for this particular audit, which will take place April 4-15, seemed competent and responsible. He expressed his appreciation to the auditors for meeting with the committee, and he asked Chair Willmore to discuss the committee's membership.

Chair Willmore explained that the Board needed to reconsider the membership of the Audit Committee. He communicated his support for the committee's work and noted the importance of the committee. President Benson also reiterated his commitment to the Audit Committee and apologized for past challenges with meeting arrangements. He reported that he had asked Marci Larsen to be the College staff contact for all future Audit Committee meetings. Tim Barney, a member of the committee, stated that it would be helpful to hold meetings right before or right after regular board meetings, and Chair Willmore agreed. Chair Willmore reported that he would now be a member of the Audit Committee, and he suggested that one other Trustee, rather than the current community representative, be placed on the committee. Jerold Johnson was nominated to serve on the committee, and he agreed to the assignment. He commented that he was nervous to accept this responsibility before he had attended the meetings, but he noted that he now feels comfortable and will gladly serve.

Report from the CTE Advisory Board

Jerold Johnson reminded the group that he represents the Board of Trustees on the CTE Advisory Board and asked if that was still the pleasure of the Board. He indicated that he worked well with the other Board members and would continue to serve if the Trustees so desired. Tim Barney acknowledged Jerold's work and expertise in this particular area and recommended that he continue to represent the Trustees in this capacity. All Trustees agreed, and Jerold accepted the assignment.

Honorary Degree Recipients

President Benson reported that Senator Jake Garn had agreed to speak to the graduates on the Richfield campus on April 29, and he asked permission to extend an invitation to Governor Jon Huntsman, Jr. to participate in the commencement ceremony in Ephraim on April 30. He suggested that Governor Huntsman be asked to speak and then be given an honorary degree. Tim Barney made a motion to approve President Benson's request, and Tim Blackham seconded the motion. All Trustees voted in favor of honoring Governor Huntsman, and President Benson told them that he would extend the invitation within the next few days.

Investment Report

Gary Arnoldson referred the Trustees to the investment report and reviewed the investment activity for December, 2004. He noted that one mutual fund was doing well, and he asked if there were questions. Hearing none, Chair Willmore called for a motion to accept and approve the report. Tim Blackham made the motion, Tim Barney seconded it, and the motion passed unanimously.

Tuition Refund Policy

Larry Christensen and Gary Arnoldson reported that the College is reviewing its tuition refund policy. They noted that they hoped to have more information for the Trustees, but informed the group that they are still waiting to hear when/if the Regents will set a policy with the new Banner software system. Jerold Johnson reported that when he and Audit Committee Chair Albrecht met with the State Auditors, they were asked to be patient with this issue and the new system. Gary indicated that no action was needed at this time and thanked the Trustees for their understanding.

Admission/Tuition Collection Follow Up

Larry Christensen reminded the group that the Trustees had asked his staff to review the admission/tuition collection policy at a previous meeting. He reported that much discussion had taken place on both campuses, and announced that the various parties had nearly reached a consensus on a proposed, revised policy. Gary Arnoldson added that the discussion revolved around collecting tuition and counting enrollment numbers. Craig Mathie commented that the Deans' Council had spent a great deal of time reviewing past practices and current policy. He also agreed that the student service deans and business office needed to finalize a few details prior to seeking approval. Larry finished the discussion on this agenda item by noting that some Trustees had expressed interest in this issue, and he simply wanted to let the Board know that the topic was still being discussed. Larry also noted that a policy should be ready for Trustee consideration within the next few months.

Culinary Arts Certificate of Completion

Chair Willmore indicated that the administration would like to add an action item to the agenda. Tim Blackham made a motion to amend the agenda and add the Culinary Arts Certificate of Completion as an action item. Tim Barney seconded the motion, and it passed unanimously. With this modification to the agenda, Chair Willmore turned the time to Noel Bailey to present the proposal.

Noel shared a brief background on the history of the Culinary Arts program on the Richfield campus. He reminded the group that this was one of the few - if not the only - programs that didn't go through the credit-granting process when the two campuses merged. He reported that the program could continue as non-credit, but explained that students could not receive financial aid if it didn't become a credit-granting program. Noel also reminded the group that last year the College offered a Certificate of Proficiency but now, based upon the recommendation of the department's advisory board, wanted to add a Certificate of Completion. He explained that there were more classes with the Certificate of Completion, and he reported that the proposal had been approved by the required College committees. Noel also noted that his office was working on an Associate of Applied Science Degree for the Culinary Arts program. He summarized his request by reporting that, if the Trustees were agreeable to granting credit for the program, the program could be placed on a "fast track," and the College could immediately begin offering the program for credit, thus speeding up the responsiveness to the advisory board and student request.

Because the program had been approved by all required campus committees, Tim Barney commented that he saw no reason to deny the request to grant credit and offer a Culinary Arts Certificate of Completion. He made a motion to do so. Jerold Johnson seconded the motion, and it passed unanimously.

Comments from Board Members

- Gwen McGarry expressed appreciation for the chance to meet in the new A.C. space.
- Rick Pike distributed press clippings and stated that he wasn't pleased with the television coverage of the Eccles Center ceiling collapse.
- Craig Mathie thanked the Trustees for letting him participate in the meeting.
- Jerold Johnson asked about the funding for a new stadium, and President Benson reported that he was heading to Georgia very soon to meet with a donor.
- Larry Christensen reported that he had now received 85% of all money lost with the Bank of Ephraim's closure and stated that it was "very apparent that we'd get it all back."
- Tim Blackham expressed his enthusiasm for the upcoming game by saying, "Go, Badgers!!"

Adjournment

Because tip-off time was drawing near, Gwen McGarry made a motion to adjourn the meeting. Kay Greene seconded the motion, and it passed unanimously. Several Trustees and their partners attended the Snow vs. Dixie game.