



A meeting of the
Snow College
Board of Trustees

To be held
Friday, April 29, 2011
Public Meeting at 10:00 a.m.

In the
Administration Building
Snow College Richfield Campus
Richfield, 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 Board of Trustees

Friday, April 29, 2011 * 10:00 a.m.
Administration Building
Richfield Campus

1. Welcome..... Eddie Cox
2. Action Item: Approval of Minutes – Tab V..... Eddie Cox
3. Action Item: AAS in General Technology – Tab W Gary Smith
4. Action Item: Advancement/Tenure Recommendations – Tab XYZ Gary Smith
5. Action Item: Property Purchase.....Marvin Dodge
6. Student Success Follow Up and Report.....Craig Mathie
7. Report from the Chair..... Eddie Cox
8. Report from the Audit Committee Dan Jorgensen
9. Report from the Alumni AssociationHolly Penrod
10. Report from the Student Body President Tucker Smith
11. Report from the President and Budget UpdateScott Wyatt
12. College Highlight: Commencement



Minutes for the Board of Trustees

Wednesday, February 16, 2011 * 2:00 p.m.

Noyes Building * Ephraim, Utah

*Trustees: Theresa Alder, Doug Barton, Eddie Cox, Mary Greathouse,
Dan Jorgensen, Jessie Pace, Holly Penrod, Tucker Smith, John Willmore
College Personnel: Marvin Dodge, Craig Mathie, Gary Smith, Scott Wyatt
Secretary to the Board: Marci Larsen*

Welcome

Chair Cox welcomed the Trustees and called the meeting to order.

Approval of Minutes

Chair Cox entertained a motion to accept and approve the minutes from the October 8, 2010, meeting. Trustee Greathouse made the motion; Trustee Jorgensen seconded it, and the motion passed unanimously.

Commencement Speaker

President Wyatt asked the Trustees to consider several names for Commencement. After a short discussion, the Board authorized President Wyatt to invite Mr. Spencer Eccles to speak in Ephraim and receive the College's honorary degree. Trustee Jorgensen so moved, and Vice Chair Alder seconded the motion. All voted in favor. The Trustees also supported the recommendation to have Senator Ralph Okerlund speak during the Richfield ceremony.

Bachelor Degree in Music

President Wyatt informed the group of a proposal for a unique program he's working on with the Music Department. He explained the resistance he's received when advocating for a music education degree, and so, he's exploring the possibility of offering a four-year degree which would be part music performance and part entrepreneurial. President Wyatt said he's only found one similar program at BYU, and he said he'll continue to work with faculty, regents, and others. Trustee Jorgensen voiced his support of the proposal and encouraged the College to design a degree with a strong performance component. Chair Cox thanked President Wyatt for his work and said the Board would look forward to an update on the proposal.

Academic Program Review

Dr. Gary Smith referred the Trustees to the one-page summary found behind Tab Mc and mentioned the College's delinquency in completing the program reviews in a timely manner. He shared his goal of having all necessary reviews 100 percent complete by May and thanked faculty and staff for their work over the last few months. He said most of what Snow had submitted far exceeded Regent policy, and he invited Vice Chair Alder to comment on the program reviews.

Vice Chair Alder indicated an Academic Sub-Committee of the Board had met prior to the regular Board meeting to read and assess full program reviews from the following divisions: Natural Science Division, Fine Arts Division, Career and Technical Education Division, and the Social Science Division. Vice Chair Alder also referred the Trustees to the synopsis of each program review provided in their agenda packet and asked if there were questions. Trustee Penrod said she noticed several references to working closer with the Advisement Office and asked if there was concern there. Vice

Presidents Mathie and Smith explained the general nature and purpose of the Advisement Office and both said they felt like better communication between all student service staff and faculty departments will be helpful in addressing the questions raised in the program reviews. Trustee Penrod also suggested the documents be proofread for typographical errors prior to final submission. Dr. Smith concurred. Trustee Greathouse asked how often the program reviews should happen, and Dr. Smith said they should take place every five years.

Hearing no more discussion, Chair Cox entertained a motion to accept and approve the academic program reviews for the Natural Science Division, the Fine Arts Division, the Career and Technical Education Division, and the Social Science Division. Vice Chair Alder so moved. Trustee Pace seconded the motion, and it passed unanimously.

Mormon Pioneer Heritage Institute

Vice President Smith referred the Trustees to Tab N and reviewed the proposal to establish a Mormon Pioneer Heritage Institute at Snow College. He explained the Institute "enhances the instructional objectives of the college by providing multidisciplinary courses, service learning opportunities, and community support." Chair Cox commended the administration for initiating the institute proposal, and President Wyatt added his thanks to Monte Bona for his helpful role. President Wyatt said he has not had any negative feedback and expressed his excitement for the opportunity to brand ourselves as a heritage institution. Trustee Jorgensen made a motion to approve the request to establish a Mormon Pioneer Heritage Institute at Snow College. Vice Chair Alder seconded the motion and it passed unanimously.

Accreditation Update

Vice President Smith reminded the Trustees of the new accreditation model from the Northwest Commission on Colleges and Universities. He also reminded the Board of the College's work – which began last August – to meet the new requirements for accreditation. The net result of the College-wide committee's work and numerous follow-up focus groups is a modified document including "core themes" and a new mission statement. The document, which was provided behind Tab O, was reviewed. Trustee Greathouse made a motion to approve the new mission statement and core themes as presented. Trustee Willmore seconded the motion, and it passed unanimously.

Academic Program Update

Dr. Smith briefly updated the Trustees on happenings in the Academic Affairs Office at Snow College. He reminded the group of his previously-distributed goals and objectives and highlighted two projects which are moving along nicely.

- The Honors Program: Dr. Smith reported the appointment of David Allred as the Honors Program director and noted he will also continue to teach. Dr. Smith said the purpose of the program is to provide more focused courses with increased opportunities to interact personally with faculty members. Dr. Smith said his office is working to improve the program and expressed his commitment to the program's success.
- The Snow Senior Scholar Program: This program, Dr. Smith explained, is a newly-developed opportunity for elderly community members. Wendy Sanders is responsible for the activities, and thus far, Dr. Smith said, the program has had great participation. He expressed his commitment to his program's success as well.

Business Office Policies

Vice President Dodge referred the Trustees to Tab P and briefly reviewed the following policies: Policy 13.5.11, Gifts and Awards (and Supporting Documents); Policy 9.22, Environmental Impact;

and Policy 13.5.6, Travel Policy. He reminded the group that all of the policies had been approved by College Council after being reviewed by all employees for thirty days and asked if there were questions. After VP Dodge clarified the College's position on changed per-diem practices and paying for tips, Trustee Pace made a motion to approve the policies as presented. Trustee Greathouse seconded the motion, and it passed unanimously. Vice President Dodge thanked the Trustees for their consideration.

Advancement Office Policies

Rosie Connor joined the meeting and presented the Donor Recognition Policy, the Gift Acceptance Policy, and the supporting forms (Gift Transmittal Form, Cash Receipts Log, Fundraising Activity Proposal Form, Student Fundraising Activity Proposal Form, New Endowment Agreement Form, Request for Authorization to Submit a Grant, and Gift-in-Kind Form) for approval. She said the policies have been created to ensure the Foundation is operating properly and to enable the Advancement Office staff to be good stewards of donors' funds. Hearing no questions, Chair Cox called for a motion to accept and approve the policies. Trustee Willmore so moved. Vice Chair Alder seconded the motion, and is passed unanimously.

Foundation Board Discussion

Rosie Connor followed up to previous Board discussions about the Foundation Board membership as she redistributed the "Foundation Board Member Responsibilities" document. She asked for volunteers to serve on a member nominating committee, and Chair Cox, Trustee Jorgensen, and Trustee Barton agreed to help. Rosie communicated her desire to have an active Foundation Board and thanked the Trustees for their support.

Personnel Policies

David Dyches asked the Trustees to turn to Tab R, and he reviewed the following policies: Policy 13.3.6, Sick Leave; Policy 13.3.9, Vacation Leave; Policy 13.1.2, EEO; Policy 13.2.17, Overtime; Policy 13.3.1, Funeral Leave; Policy 13.3.7, Sick Conversion; and Policy 13.2.5, Reduction in Force. He mentioned that these policies had also been distributed to all employees for comments and approved by the College Council. With that, Vice Chair Alder made a motion to approve the policy changes as presented. Trustee Penrod seconded the motion, and it passed unanimously.

Audit Committee Report and Charter

Copies of the Audit Committee Annual Report were provided to all Trustees (Tab S), and Committee Chair Jorgensen reported that he, Chair Cox, President Wyatt, and VP Dodge met with the Regent Audit Committee in January. He said how pleased the Regents are with Snow's work, and he too commended VP Dodge for his leadership and openness. On a related note, Committee Chair Jorgensen asked the Trustees to approve the updated Audit Committee Charter, which was attached to the report. Trustee Willmore so moved, and Trustee Pace seconded the motion. All voted in favor.

State Audit

Audit Committee Chair Jorgensen informed the group that the Audit Committee had met prior to the regular Board meeting. He said Bertha Lui and Van Christensen from the State Auditor's Office attended to present their findings from the 2009-2010 audit. Trustee Jorgensen said the audit was perfunctory in nature and there was nothing that needed to be discussed in the full Board meeting. President Wyatt said how remarkable it is to have such a clean, near-perfect audit and commended John Ruell for his detailed work. Chair Cox added his commendation to the Business Office staff and John Ruell in particular.

Vice Chair Alder asked about the mention of the Financial Aid audit, and VP Mathie said the audit was primarily addressing clerical errors, not mismanagement of funds. VP Dodge said his staff was looking into the situation and – like all audits – taking it seriously. He mentioned he had made adjustments to his staff's responsibilities to address the concern, and VP Mathie said he would give an update at a future Board meeting.

Copies of the financial statement and management letter were made available to the entire Board, and Chair Cox asked if there were additional questions. Hearing none, Trustee Greathouse made a motion to accept and approve the audit report as presented in the Audit Committee meeting. Vice Chair Alder seconded the motion, and it passed unanimously.

Report from the Chair

Chair Cox thanked President Wyatt and his staff for their work and commented on how much he enjoyed his association with the College. He also mentioned that he would be meeting with the Board of Trustee Chairs from the other institutions in a few weeks.

Report from the Student Body President

President Smith told Trustees of the good things happening in Student Life. He specifically mentioned changes in the student body officer positions and told the Board of his plans to continue to improve publicity for students by adding resources to that aspect of student activities. He said one legacy he hopes to leave is an improved system and a strong foundation for continued success in Student Life. President Wyatt thanked Tucker for his good work and said how difficult it will be to find a student body president as dedicated, intelligent, and engaged as Tucker.

Report from the President

President Wyatt shared a few pieces of information for his report:

- He mentioned the purchase of "Degree Works," a soft-ware program that should help students and staff explore possibilities for transfer and evaluate graduation status
- He thanked College employees for their willingness to come to campus on a moment's notice when emergency response teams called them. He told the Board of the incident in the Science Building last night and said the College and City will meet to have a follow-up discussion on protocol and practice when responding to emergency calls on campus.
- He happily told Trustees of Mark Stoddard's appointment to the State Board of Regents. President Wyatt reported it was the first time in nearly twenty years that a Regent had been appointed from rural Utah, and he said how delighted he was with the appointment.
- To conclude, he shared the PowerPoint presentation he made to the Higher Education Appropriation Subcommittee. (Copies of the slides are on file with the archived meeting minutes.)

College Highlight/Adjournment

The meeting was declared adjourned as most of the group left to tour the newly remodeled Lucy Phillips Building.

SNOW COLLEGE REPORT



To the Higher Education Appropriation Subcommittee
February 8, 2011

1. Direct Instructional Expenditures per FTE (page 28 of USHE Mission, Enrollment, and Funding Issue Brief)
2. State and Tuition Funding (page 29 of USHE Mission, Enrollment, and Funding Issue Brief)
3. Completion and Placement Rates—Avoiding “Stranded Capital.”
4. Budget Reductions and Program Closures.

SNOW

1. Direct Instructional Expenditures per FTE (Issue Brief, page 28)

Lower Division

Vocational

SNOW

i. Lower Division

SNOW

Snow College Students transfer to the following Universities







1. Utah State University
2. Brigham Young University
3. Utah Valley University
4. Southern Utah University
5. University of Utah


SNOW

Cost Comparison

	FTE
Utah State University	\$3,448
College of Eastern Utah	\$4,154
Utah Valley University	\$2,522
Southern Utah University	\$2,489
University of Utah	\$4,512
Average	\$3,425
Snow College	\$3,346

SNOW

Pre-Pharmacy Program



100% of Students Who Applied to Pharmacy School Were Accepted Over The Last Four Years.

95% Over The Last 15 Years.

SNOW

Pre-Engineering Program



"We consider Snow College to be a premiere school for preparing students for transfer into our engineering program."

Ron Thurgood
Associate Dean
USU College of Engineering



Commercial music



The Juilliard School has partnered with only one college or university in America – Snow College

Carl Allen
Artistic Director
Juilliard Jazz



Research Writing



"Especially notable . . . are the results for Snow College, whose incoming freshman averaged the lowest of any of the schools, but whose outgoing 2010 students averaged the highest."

2002-03 Utah Statewide Writing Portfolio Assessment Report



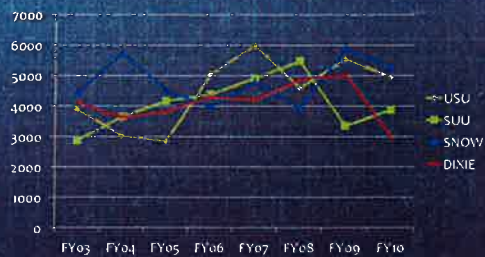
Our most conservative estimate is that 40% of our students would not have started or succeeded in their educational goals without Snow College.



ii. Vocational



Efficiency Over Time



Cost is Programmatic . . .



. . . the Comparison is not



Program FTE Cost

Diesel Mechanics
FY10 \$8,480



Pharmacy Technician
FY10 \$418



Diesel Technology 2009 - 10



- 19 Post Secondary Students
- 11 Secondary Students
- 30 Total Students
- 5 Degrees
- 18 Placements
- 7 Continuing Studies



CTE Outreach Programs In Every School District in our Six-County Region



2. State and Tuition Funding (Issue Brief, page 29)



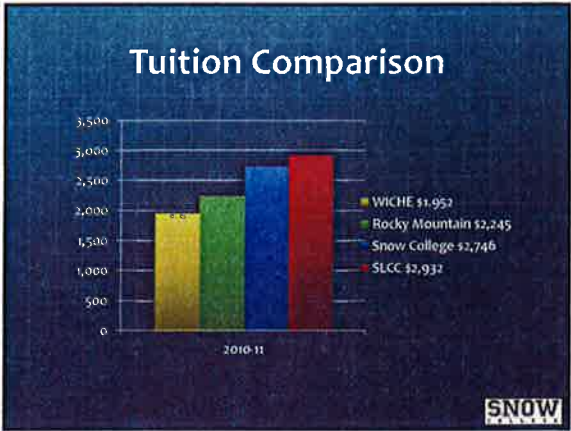
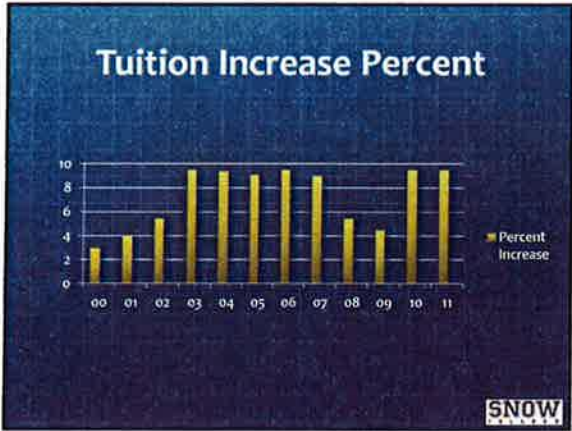
Budget for Two Schools



FY 2003 Budgets
 Snow College \$12,136,100
 SVATC \$4,257,500

The Merger Increased Snow College's Budget by 35%
 Total Combined budget \$16,393,600





3. Cost and Completions

Performance Audit of Career and Technical Education Costs

November 2009

SNOW

“... Sometimes as your auditors we feel like we’re invited to be participants in a train wreck . . .”

Jim Behunin, Audit Supervisor

Performance Audit of Career and Technical Education Costs

January 28, 2010

SNOW

Rural Community Colleges

95 th Percentile	Graduation Rates
87 th Percentile	Transfer Rate
75 th Percentile	Retention Rate

SNOW

4. Budget Reduction

SNOW

First Round Reductions FY10 Administrators and Staff



27% Advancement - 21% Athletics - 12.7% Academic Affairs
Administration - 11.9% Library Services - 8% Student Success
Academic Depts. - 7% Fine Arts - 3.1% Science and Math



Faculty Increased Workload 10%



Faculty Now Teaching Average Load of 16.5 Credits
Increase in Faculty Overload Assignments
Termination of Programs Not Leading to Careers
Consolidation of Programs
Termination of Tenured Faculty Members



Resource shift to programs
important to rural economy
and job readiness



2009 -10 Entrepreneurial Speakers

Tim Hunt, *GoNatural CNG*
Kristin Murdock, *Cow-Pie Clocks*
Dave Checketts, *Real Salt Lake Soccer*
Alan Hall, *MarketStar*
Al Switzler, *VitalSmarts*
Jari Davis, *Meditec*
Patrick Byrne, *Overstock.com*
Mark Burton, *International Armoring*



Budget Reduction

	FY 2009	FY 2010
State Appropriation	\$22,238,000	\$18,605,600
FTE Students	2,369	3,416
Reduction in State Funding Per FTE Student		41.9%

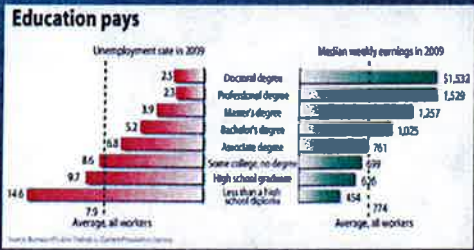


Thank You

From the Oldest Two-Year College West of the Mississippi



Costs and Outcomes



SNOW



Minutes for the Board of Trustees

Wednesday, March 23, 2011 * 8:00 a.m.

Meeting via Conference Call

*Trustees: Theresa Alder, Tim Barney, Doug Barton, Eddie Cox, Mary Greathouse,
Jessie Pace, Holly Penrod, John Willmore*

*College Personnel: Marvin Dodge, Spencer Hill, Scott Wyatt
Secretary to the Board: Marci Larsen*

Welcome

Chair Cox greeted Trustees as they joined the conference call. Roll was called, and time was given to President Wyatt to discuss tuition.

2011-2012 Proposed Tuition Increase

President Wyatt reminded the group of the tight timeline for this aspect of the budget and thanked Trustees for making time to meet. The last day of the Legislative session was March 10, and President Wyatt said the Board of Regents planned to vote on tuition increases during their March 25 meeting. And, so, President Wyatt said, he, his vice presidents, and Budget Director Spencer Hill had been busily looking at numbers to best determine what Snow should propose as a tuition increase.

President Wyatt said he expected the Board of Regents to increase the tuition of all institutions by 5 percent and noted schools have the prerogative to add a second-tier increase for institutional needs. He said – after reviewing data, reports, and spreadsheets – he wanted to request a 2 percent increase, for a total of 7 percent. He explained this would give Snow the lowest tuition increase of any college or university except for Salt Lake Community College. Snow's tuition, however he said, will still be less than SLCC. President Wyatt said Snow's student fees are the lowest of any school and said the College would not be asking for any increase in student fees.

President Wyatt and VP Dodge explained the purpose of the tuition increase is to meet growth needs and manage the budget cut from the Legislature, which totals \$516,000. They projected with this 7 percent tuition increase and an assumed enrollment increase of 5 percent, revenue would be approximately \$850,000.

Trustee Jorgensen asked if the proposed 7 percent increase would be enough to meet the College's needs, and President Wyatt said it would – realizing change will be required. He reported the College-wide budget process began yesterday by him having a meeting with the executive committee of the Trustees and then a meeting with the Strategic Planning Committee. He added it will be a long process and shared his desire to have open, engaging discussions with employees. He said College leadership will be working on the total budget to present to the Board and invited the Trustees to participate in the process as much as they'd like.

To conclude the tuition discussion, President Wyatt informed the Trustees of his conversations with the student body officers and reported a record-breaking number in attendance at the truth-in-tuition hearing. He noted the students were supportive of the 7 percent increase. In fact, President Wyatt said some students volunteered to pay a higher increase if it would help preserve their program.

With that, Vice Chair Alder made a motion to approve the 7percent tuition increase. Trustee Barton seconded the motion, and all voted in favor. Vice Chair Alder also thanked President Wyatt, VP Dodge, and Spencer Hill for their work and willingness to present the budget information in an understandable format. President Wyatt commended Marv and Spence as well and, again, reiterated his invitation to the Board to participate in the budget process as much as they'd like.

Adjournment

The meeting was adjourned.