



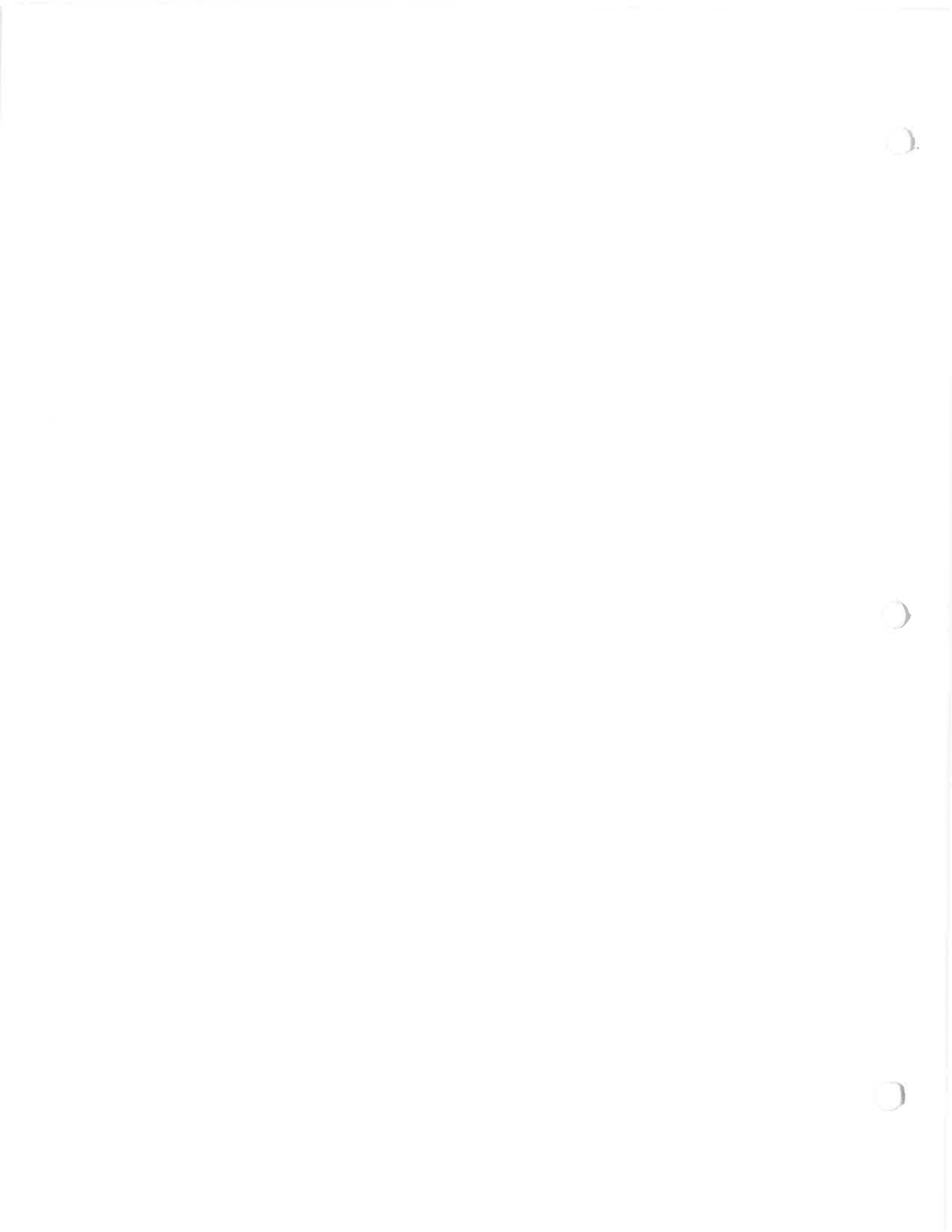
Snow College
Board of Trustees

Next meeting:

October 20, 2000 ♦ 12:00 p.m.
Lorenzo and Erastus Snow Conference Room
Snow College ♦ Ephraim, Utah
Lunch will be served

Includes agenda for the next meeting and minutes from
the September 1, 2000 meeting.

If you desire special accommodations in order to participate in this meeting,
please contact Marci Larsen at (435)283-7010.



Snow College Board of Trustees' Agenda
Friday, October 20, 2000 ♦ 12:00 p.m.
Lorenzo and Erastus Snow Conference Room
Snow College ♦ Ephraim, Utah
LUNCH WILL BE SERVED

| | |
|--|-------------------|
| Welcome | Mark Stoddard |
| Action Item: Minutes of September 1, 2000 Meeting (Tab K) | Mark Stoddard |
| Chairman's Report | Mark Stoddard |
| Student Body President's Report | Jacob Christensen |
| Action Item: Investment Report (Tab L) | Gary Arnoldson |
| Action Item: Changing of Gift Financial Representative | Gary Arnoldson |
| Action Item: Discretionary Fund Budget (Tab M) | Gary Arnoldson |
| Action Item: Personnel Policies (Hand-carried) | Claudia Jarrett |
| President's Report (Tab Mc) | Gerald Day |
| Executive Session if Needed | |

0

0

0

**Snow College Board of Trustees
Official Minutes from September 1, 2000
Great Basin Environmental Educational Center
Ephraim, Utah**

Members Present: Rick Bartholomew, LuAnne Brown, Jacob Christensen, Jerold Johnson, Gwen McGarry, Mark Stoddard, and Scott Wyatt

Members Excused: Carl Albrecht, Robyn Kremer, and Richard Waddingham

College Personnel: Gary Arnoldson, Kimble Blackburn, Larry Christensen, Gerald Day, Carl Holmes, Claudia Jarrett, Marci Larsen, Leigh Ann Wheeler, Rick Wheeler, and Rick White

Welcome

Chairman Stoddard called the meeting to order and welcomed everyone.

May Minutes

Gwen McGarry made a motion to approve the May 2000 minutes as written. The motion was seconded by Rick Bartholomew and passed unanimously.

Amend Agenda

For logistical purposes, LuAnne Brown made a motion that all Investment Reports be presented at the same time. Gwen McGarry seconded the motion, and it passed unanimously.

Investment Reports

Gary Arnoldson reviewed the April 2000, May 2000, and June 2000 Investment Reports. Jerold Johnson made a motion to accept all reports as presented. The motion was seconded by Rick Bartholomew and passed unanimously.

Preliminary Budget

Larry Christensen referred the board to the July 25, 2000, meeting material (specifically Tab XYZ) and reviewed the process of creating the institutional budget. Larry informed board members that salaries were his primary concern this year. He noted that the administration tried to increase the salaries of lower-paid employees, and he informed the board that several employees had expressed appreciation for the increases. Kimble Blackburn reviewed the budget information for the south campus and entertained questions from the board members. Scott Wyatt made a motion to accept the budget presentations for both campuses. Jerold Johnson seconded the motion, and it passed unanimously.

President Day provided copies of the formal budget presentation handout and explained that he will meet with the Commissioner and then with the Board of Regents to discuss Snow's priorities. The information was provided to advise the Trustees of the items the institution plans to request for the upcoming fiscal year.

July Minutes

With the unfinished business complete, the meeting continued with current business issues. Scott Wyatt made a motion to approve the July 2000 minutes as written. LuAnne Brown seconded the motion, and it passed unanimously.

Chairman's Report

Chairman Stoddard inquired about the first few weeks of school and the number of enrolled students. President Day reported that this was the first year the institution held an intense, four-day, credit, freshmen orientation. The orientation was very successful, and President Day expressed appreciation to Dr. White and the other event organizers. Chairman Stoddard also commended those who directed the orientation; he reported that his daughter attended Start Smart and had a very positive experience. President Day reported that there are approximately 2,680 students enrolled at the Ephraim campus; this is approximately an increase of 180 students based on numbers from last year.

Chairman Stoddard expressed interest in the recent announcement of Ricks College, and he asked President Day how the changes would affect Snow College. President Day informed the board that this topic had been discussed with the college presidents, and the speculation is that Utah State University will be most influenced. President Day explained that it is difficult to know how the changes will affect Snow College without knowing Ricks College's implementation strategy. President Day reported that there is some concern in terms of athletics; without Ricks College the number of surrounding two-year colleges participating in athletics is minimal.

Student Body President Report

Jacob Christensen commented on Start Smart, the new electronic sign, and student life. He reported that the student officers had received very positive feedback from the orientation participants. Jake informed the board that the freshmen have expressed appreciation for the connections they made, and the sixty-five student mentors have conveyed thanks for the leadership opportunity which Start Smart provided. Jake next reported that the students are in the process of purchasing a new electronic sign to advertise activities. As a final informational item, Jake reported that the school year had gotten off to a good start. He informed the board that many students are involved in clubs, and he outlined several of the student officers' goals for the 2000-2001 academic year.

Personnel Policies

Claudia Jarrett referred the board to the provided policies, and the board members discussed each policy in detail. The following actions were taken:

- Policy 13.1.3, Confidentiality and Employee Access to Records and Policy 13.1.7, Extra, Overload, and Overtime Compensation: Motion to approve made by Rick Bartholomew, seconded by Gwen McGarry, and passed unanimously. Effective date: September 1, 2000.
- Policy 13.2.1, Employment Policies: After changing the terminology of the last sentence under 13.2.1.1, a motion to approve was made by Scott Wyatt, seconded by LuAnne Brown, and passed unanimously. Effective date: September 1, 2000.

- Policy 13.2.9, Probationary Period and Policy 13.2.16, Sexual Harassment: Motion to approve made by Jerold Johnson, seconded by Rick Bartholomew, and passed unanimously. Effective date: September 1, 2000.
- Policy 13.5.5, Early Retirement Program: Scott Wyatt made a motion to send this policy back to the joint policy committee, requiring that *one* policy for both campuses be recommended to the Board of Trustees. The motion was seconded by Gwen McGarry and passed unanimously.
- Policy 13.5.9, Death Benefits; Policy 13.6.4, Personnel Records; and Policy 13.7.1, Discrimination/Grievance Complaint Procedure: Motion to approve made by Scott Wyatt, seconded by LuAnne Brown, and passed unanimously. Effective date: September 1, 2000.
- Policy 13.7.4, Grievance Procedure: After adding the clause "as described in Policy 13.2.3.4" a motion to approve was made by Scott Wyatt, seconded by Gwen McGarry, and passed unanimously.

Claudia informed the board that President Day and Carl Holmes have worked on the language of the remaining policies which were tabled during the last meeting (Policy 13.2.15, Working Hours and Policy 13.6.1, College Property). She further explained that they plan to test the new policies for a period of time before bringing the final policies to the board for approval. The board members supported this plan of action.

Financial Audit Review

A few questions concerning the Financial Aid Audit had been asked, and Gary Arnoldson responded to the inquiries. He referred the board to Tab R and discussed each response. Gary informed the board that he had reviewed the Financial Aid Audits for the past seven years, and he found only two minor issues raised by the state auditor. Gary provided copies of 1995 and 1996 "Findings and Recommendations" which address the two issues. In response to questions from board members, President Day informed the board that Rick Wheeler is investigating the turnover and personnel concerns in the Financial Aid Office.

The board requested a plan of action to remedy the athletic deficit, and President Day responded to that request. President Day detailed the practices which are in place to prevent overspending and informed the board that he has met with the athletic director and the coaches to review his financial expectations. The athletic department has been informed that when the money is gone the activity must cease.

Presidents Report

As a follow-up to the July meeting, President Day reported on the legislative Applied Technology Education (ATE) task force. He informed the board that Salt Lake and Tooele Counties will most likely be the focus of any action; Snow College will be impacted very little, if at all. President Day reported that a current state-wide discussion which will affect the entire higher education system is that of tuition. He explained that the institutions will not be able to maintain the current level of quality with the current budgets, and the possibilities of future funding were discussed. President Day advised the board that he has started an institutional study to determine the best course of action for Snow College.

Current happenings on campus was the next topic of discussion. President Day informed board members that the Board of Regents will be in Ephraim on Friday, September 15, 2000. He invited the Trustees to attend the meetings and noted that an Executive Session for Regents and Trustees will be held at 12:00 p.m. on September 15, in the Heritage Room.

For informational purposes, President Day notified the board of a study recently directed by the Commissioner's Office. He explained that a consultant had been hired to review the benefit plan at each institution; President Day noted that the results will be shared with the board when they become available.

Conversations related to the Multi-Events Center and Performing Arts Building concluded President Day's report. Architectural renditions of both buildings were displayed, and President Day updated the board on the current status of the two projects. He informed the board that a bond will be on the election ballot to assist with funding for the Multi-Events Center. President Day also reported that the State Building Board had been on the Ephraim campus to assess the need of a new performing arts building.

Adjournment

Jerold Johnson moved to adjourn the meeting. LuAnne Brown seconded the motion, and it passed unanimously.

Next Meeting

The next meeting will be held on Friday, October 20, 2000, at 12:00 p.m. The Trustees will gather in the Lorenzo and Erastus Snow Conference Room.