



## Board of Trustees Meeting Minutes March 11, 2016 • Ephraim, Utah

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### Trustees Attending

Theresa Alder, Chair  
Doug Barton  
Caden Birch  
Scott Bushnell, Vice Chair  
David Christensen  
Leslie Keisel  
Emilee Kuchenmeister  
Erma Kaye May  
Michael McLean

### Trustees Absent

### Others Attending

Morris Haggerty, Assistant A.G.

### College Personnel Attending

Wayne Bushman, Internal Auditor  
Gary Carlston, President  
Jacob Dettinger, Finance VP  
Sherri Hansen, Budget Director  
Steve Hood, Academic Affairs VP  
Marci Larsen, Board Secretary  
Craig Mathie, Student Success VP  
Meagan White, Controller

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### Welcome

Chair Alder welcomed everyone to campus, called the meeting to order at 10:30 a.m., and outlined the schedule for the day. She welcomed Sherri Hansen (new Budget Director) and Wayne Bushman (new Internal Auditor) and asked them to share a brief introduction. Trustees then attended committee meetings.

### College Highlight

Chair Alder extended a special welcome to Sam Steed, Leslee Cook, Tracy Madsen, and members of the Campus Service staff. President Carlston explained the composition and purpose of the Board of Trustees to employees in attendance. He also explained his reasoning for inviting various departments to the meetings, indicating he wanted the trustees to have an opportunity to meet employees. For today's meeting, the Campus Service Department was recognized. Supervisors from both campuses joined Mr. Steed, Ms. Cook, and Ms. Madsen; Vice President Dettinger publically thanked all of them for their efforts in making the campuses look beautiful and function so well. President Carlston said every educator knows that a clean, positive environment makes a significant difference to learning, and he added his commendation as well. Chair Alder shared her appreciation, as did several members of the board.

### Minutes

Chair Alder asked if there were any corrections to the January or February 2016 meeting minutes. Hearing none, she entertained a motion to approve the minutes.

*Trustee Kuchenmeister moved approval of the January 28, 2016 board meeting minutes. Trustee Christensen seconded the motion, and it passed unanimously. Trustee Christensen made a motion and Trustee Barton seconded the motion to approve the minutes from the February 9, 2016 conference call. The motion carried unanimously.*

### Eccles Center Theater/Stage Naming Clarification

President Carlston reminded the group that this topic had been addressed twice and now was listed as an action item to clarify the naming rights in the Eccles Center. He requested that the Eccles Center theatre – not the stage as previously approved – be named after Dr. Kim Christison, a long-time theater professor. He said the Advancement Office would continue to raise scholarship funds in his honor.

*Trustee Bushnell made a motion to recognize Dr. Kim Christison by naming the theatre in the Eccles Center in his honor. Trustee Kuchenmeister seconded the motion; the motion carried unanimously.*

### Honorary Degrees and Commencement Speakers

President Carlston presented the following names for consideration:

- Senator Stephen Urquhart as the commencement speaker and Representative Kay McIlff as the recipient of a special recognition during the Richfield Campus ceremony

- Pastor France Davis as the commencement speaker and recipient of the honorary degree in Ephraim

President Carlston said all three honorees have been friends and advocates for the college, and the trustees concurred.

*Upon request for a motion to approve, Trustee Kiesel made a motion to accept the president's recommendation to invite Senator Urquhart and Pastor Davis to be commencement speakers, to recognize Representative McCliff, and to bestow an honorary degree upon Pastor Davis during the 2016 commencement ceremonies. Trustee Christensen seconded the motion, and it passed unanimously.*

### **Proposed 2016-17 Tuition and Fees**

Vice President Dettinger reviewed the proposed tuition and fee increases and said there was a good turnout at the truth-in-tuition hearing. He said there was a great discussion and noted that students were supportive of the proposed changes. President Carlston said affordability is an important factor for Snow College, and he believes the proposed range strikes the delicate balance of increased costs and generating revenue for needs. He added that it is important to remember that a portion of tier-one tuition will help fund compensation, and he said that the intention is to remain the most affordable institution in the system. Trustee Bushnell expressed appreciation to the administration for keeping costs as low as possible for students.

*Trustee Birch made a motion to approve a 2.5 - 4% increase for first-tier tuition, a 0% for second-tier tuition, and no increase in general student fees for both resident and non-resident students. Trustee May seconded the motion, and it carried unanimously.*

### **Investment Reports**

Trustee Barton, Chair of the Finance and Facilities Committee, reviewed the investment report, noting the return is market driven and down a little. He said donations this year have been slightly above average. Vice President Dettinger added that the college hopes to start getting a better return on the cash management pool now that the new budget director has been hired and can watch over the investment.

*Hearing no questions, Chair Alder called for a motion to accept and approve the report. Trustee Kiesel so moved. Trustee Christensen seconded the motion, and it passed unanimously.*

### **Aspen Institute Report**

Dr. Hood reported that the Aspen Institute contacted 150 schools and invited them to apply for the Aspen Prize for Community College Excellence. The award, he shared from the nomination, "recognizes community colleges around the country that are employing innovative strategies and achieving excellent results for their students. The bar for the Aspen Prize is intentionally set high in order to identify those institutions that have demonstrated exceptional levels of student success." Dr. Hood thanked Beckie Hermansen and Melanie Jenkins for completing the college's detailed application. He said this award is a testament to the quality faculty and staff, and that it is gratifying to work at such a great place. President Carlston added that this is an important accomplishment and said the college would work to spread the good news. The trustees had a brief conversation about marketing and telling the college's story, and President Carlston invited them to share any suggestions they might have on helping others better know of Snow.

### **Legislative Report**

President Carlston provided a handout that summarized legislative happenings and highlighted two significant happenings: the \$4,724,600 additional funding for the science building and the \$400,000 to purchase the property adjacent to campus in Richfield. He recounted the history of the funding shortage and expressed appreciation to Senator Harper, Representative Froerer, other legislators, and DFCM staff who recognized the need and supported the appropriation. Vice President Dettinger took the opportunity to commend President Carlston on his work with the legislature. He said it was his first year to be on-site and observe the legislative session, and he acknowledged that President Carlston's relationships and influence were key in securing the additional funding for the science building. Trustees concurred and gave President Carlston a round of applause.

### **Science Building Report**

President Carlston said the hope is to begin construction on the new science building by the end of April. The worry of finances slowed the process down a bit, but he said the team still believes they can have the Science Division in the building by August of 2017. He said the demolition of the current science building will likely be postponed until the following summer when fewer students are on campus.

### **Report from the Academic and Student Affairs Committee**

Trustee Bushnell shared the committee report with the board, per Committee Chair McLean's request. He informed the trustees of the foundational GE course that is being created, shared challenges with the faculty workload policy, made trustees aware of the financial aid campaign the college is undertaking, and updated the group on the housing situation. He thanked Vice President Hood and Vice President Mathie for their leadership and voiced his commitment to helping others know more about the good work happening at Snow College.

### **Report from the Finance and Facilities Committee**

Trustee Barton said the Finance and Facilities Committee met the new internal auditor, Wayne Bushman, and said he has confidence in his background and expertise. He said Mr. Bushman has several audits planned and added that the committee looks forward to working with him.

### **Report from the Alumni Association**

Trustee Kuchenmeister said the alumni board is looking at ways to reconnect with alumni, and she invited input from the trustees. She said they have considered a golf tournament, a pre-graduation social, and involvement with Scandinavian Days. Chair Alder thanked Trustee Kuchenmeister for her service, and President Carlston added his appreciation for her energy and leadership.

### **Report from the Student Body President**

Trustee Birch gave a brief update on recent student activities and thanked the administration and trustees for the opportunity to serve. He introduced Bailey Dalton, 2016-17 Student Body President, and she shared her goals for the upcoming school year. President Carlston thanked President Birch for his leadership and positive approach to life. He said his happiness, example, and service has impacted many students.

### **Report from the Chair**

Chair Alder thanked the trustees for their service and asked them to plan to attend the commencement ceremonies on April 29 and 30, as well as the Board of Regents meeting in Ephraim on May 20. She also expressed the trustees' appreciation to Morris Haggerty for the legal counsel he gives the college. She commended his attendance and dedication.

### **Report from the President**

President Carlston reported that the master plan was coming together nicely, and he thanked Vice President Dettinger and Rick Wheeler for leading that effort. He also thanked Rick Wheeler for his service as the college's legislative liaison and announced that Rosie Connor will fill that role with Mr. Wheeler's retirement. He also announced that soon the college will launch a comprehensive fundraising campaign and said that he will meet with each division dean to assess needs. To conclude, President Carlston thanked the trustees, his vice presidents, Patsy Daniels, and Marci Larsen for their support and work.

### **Adjournment**

The meeting adjourned at 2:28 p.m.