



A meeting of the
Snow College
Board of Trustees

To be held
Friday, March 3, 2006
Public Meeting at 5:00 p.m.
Dinner with Spouses at 6:00 p.m.
Basketball Game at 7:15 p.m.

In the
Noyes Building and Activity Center
Snow College
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) 283-7013.

Agenda for the Snow College Board of Trustees

Friday, March 3, 2006

Public Meeting at 5:00 p.m.

Dinner at 6:00 p.m.

Basketball Game at 7:15 p.m.

Noyes Building & Activity Center

- I. Welcome John Willmore
- II. Action Item: Approval of Minutes (Tab XYZ) 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: Honorary Doctorate Recipient & Recognition Michael Benson
- VII. Action Item: Truth in Tuition Hearing/Proposed Tuition & Fees Michael Benson
- VIII. Faculty/Staff Highlight: Visual Arts Program Adam Larsen/Brad Taggart
- IX. Next Meeting John Willmore

**Official Minutes of the
Snow College Board of Trustees
February 2, 2006 Meeting
Salt Lake City, Utah**

Members Present: Theresa Alder, Carl Albrecht, Tim Barney, Doug Barton, Eddie Cox, Jerold Johnson, John Vincent, John Willmore,

Members Excused: Tim Blackham and Mary Greathouse

College Personnel Present: Gary Arnoldson, Michael Benson, Larry Christensen, Marci Larsen, Rick White, and Brad Winn

Others Present (Portion of Meeting): Tom Anderson, Brad Johnson, Patrick Painter, Rick Wheeler, and Scott Wyatt

Call to Order/Welcome

Chair John Willmore called the meeting to order and welcomed everyone. A special welcome was extended to Thomas Anderson, Snow's new legal counsel from the attorney general's office. Chair Willmore also expressed appreciation to Mike Carlston for graciously hosting the meeting at his law office.

Approval of Minutes from the Last Meeting

Chair Willmore entertained a motion to approve the minutes from the November 15, 2005 meeting. Eddie Cox so moved. Carl Albrecht seconded the motion, and it passed unanimously.

Report from the Chair

Chair Willmore had nothing to report.

Report from the Student Body President

Student Body President John Vincent reported that several exciting changes were taking place in student life. He noted that the student leaders have developed a love and respect for Brach Schlueter, newly-appointed Dean of Students. President Vincent provided a handout which outlined the new direction of the Student Life Office, specifically the threefold mission of service, academics, and leadership. Dr. Brad Winn commended John and his team of officers for their work, especially during the past few months with the transition of changing student life staff. He also expressed his enthusiasm for the new service-oriented direction of student activities.

Audit Committee Membership

Chair Willmore noted that, due to a demanding travel schedule at work, Trustee Barney had asked to be relieved of his audit committee assignment. He also reported that he had asked Darin Clark, a former State auditor and current business officer for the Juab School District, to serve as the independent member of the Audit Committee. There were no objections to this appointment.

Audit Committee Chair Carl Albrecht made a motion to appoint Eddie Cox to fill the vacancy on the audit committee. Doug Barton seconded the motion, and it passed unanimously. Trustee Cox expressed appreciation for the trust and pledged to do his best as a member of the committee.

Investment Report

Gary Arnoldson referred the Trustees to the investment reports and reviewed the investment activity for several months. He first explained that the June investment report had inadvertently been missed in previous presentations to the board. Because this is the fiscal year-end for the college, he reiterated the importance of this particular report. Gary reviewed the activity for June and then proceeded to the reports for September, October, November, and December. When reviewing the December report, Gary noted that a new firm, which projected a 17-18 percent rate of return, had taken some funds to invest.

Jerold Johnson asked why the Zions Bank interest rates varied, and Gary explained that the rates are based on when the funds are invested. Carl Albrecht asked why the interest rate being paid by Farr West bank was so low and encouraged Gary to speak with them about a higher rate. After a short conversation about interest rates, Jerold Johnson made a motion to accept and approve the investment reports as presented. Theresa Alder seconded the motion, and it passed unanimously.

Audit Committee Charter

Audit Committee Chair Carl Albrecht referred the Trustees to the provided copy of the proposed charter and made three points of interest: the composition of the committee, the number of required meetings, and the annual report to the full Board of Trustees. He asked if there were questions or comments, and Theresa Alder commended him for his expertise and leadership in this area. Trustee Alder also made a motion to approve the proposed charter. Tim Barney seconded the motion, and it passed unanimously.

While the Audit Committee was a topic of discussion, Brad Winn took the opportunity to report on the recent audit the committee initiated. He reported that full reimbursements had been made by both Student Life staff members and that both employees were experiencing success in their new assignments. He again thanked the student body officers for their efforts during the transitional period. President Benson added his thanks to Student Body President Vincent and to the Audit Committee and Attorney General's Office for their guidance throughout the audit process.

Cell Phone Policy

Larry Christensen reminded Trustees that a cell phone policy had been distributed during the November board meeting and that a motion to, "to implement the policy in January, with the stipulation that the policy was subject to review and would be officially approved during the next board meeting" was passed. He also noted that Marci Larsen had contacted Trustees prior to implementation and had received verbal approval from all Trustees. Larry noted that Trustee Greathouse had offered suggestions, which were considered by the administration. Larry reported that the policy was in fact implemented in January and that there were no problems, for the first month, with the implementation of the new policy.

Because of the motion made in the November meeting, a motion to "officially approve" the proposed cell phone policy was entertained. Carl Albrecht made a motion to accept and approve the document provided during the November 15 board meeting. Theresa Alder seconded the motion, and it passed unanimously.

Add/Drop Policy Follow Up/Scholarship Concerns

A few Trustees had called to express concern about the college's "drop policy," which adversely affected several students during the holiday break. Larry Christensen reviewed the history of the enrollment numbers/account write offs issue, noting that each year the administration must determine

when to drop non-paying students from their classes. He also reminded Trustees of their expressed frustrations with the amount of uncollected tuition during a previous meeting. Larry continued to report that in an effort to enforce the existing policy and minimize the amount of uncollected tuition charges, he instructed his employees to drop students who had not paid their fees by the deadline. He was quick to add that staff made every effort to alert students of the policy and contact students directly when possible. Still, Larry reported, many students were not prepared for the enforcement of the policy.

John Vincent was asked if he felt like students were adequately informed of the policy, and he asked if more could be done. Larry agreed to see if staff can better inform students. He then reviewed actual numbers of students who did not return after being dropped from classes and stated that he believes it is best to enforce the policies which exist.

Separation of Duties in the Development Office

President Benson noted that in a previous meeting the Audit Committee had asked the administration to create a plan of action to ensure that functions in the development office were separated.

President Benson reviewed the current process for receiving, receipting, and depositing donations and reported that the college is doing the best they can with limited staff. He said that the Development Office staff has modified its process several times to meet the auditors' expectations and noted that, hopefully, the current process will satisfy their standards when they audit in the future.

Report from the President

President Benson first reported that 2005 was the second best fund-raising year in Snow College's history. He thanked the many donors who generously give to the school. The remainder of his report consisted of academic happenings, athletic happenings, legislative happenings, and upcoming events. A brief summary is below:

- President Benson reported that Juilliard recently signed an agreement designating Snow as its western partner. He noted that (amazingly!!) there will be no charge for Snow to use Juilliard's name in marketing publications. A public thanks was extended to Dan and Elaine Jorgensen for their help in making this partnership a reality.
- While on the East Coast for the Juilliard visit, President Benson reported that he had the opportunity to watch Scott Wilson, a music faculty member, and several Snow students perform in the International Jazz Festival.
- President Benson commended the football team and everyone who worked to make the second annual bowl game a success. He also noted that Steve Coburn had recently been named to succeed Titan Trimble as the head football coach. It was also reported that a Snow alum, Brett Kiesel, would be playing in the upcoming Super Bowl.
- President Benson reported that he unfortunately had no new news with regards to the funding of the artificial turf field. He said that he had recently talked to the original donor and still plans to approach other possible donors to fund the field.
- When asked about basketball, he reported that, due to an eligibility error, the team had forfeited several of the first games. He quickly added, however, that Coach Roger Reid has remained positive and has done an outstanding job with the players. Theresa Alder agreed that the team was very well coached.
- President Benson reported that the County/College library was his Number 1 priority for the legislative session. He indicated that the project was gaining momentum in spite of a few citizens from Manti who were trying to sabotage the project.
- He also mentioned the small school enhancement act and publicly thanked Representative Pat Painter for his efforts to try to secure funding for the nursing program.

- President Benson reported that the tour to Israel, in which a few Regents and Trustees participated, was wonderful and encouraged everyone to plan to join the 2006 trip in October. Details will be provided when they are available. Other upcoming events include the first business symposium with Fred Lampropoulos as the keynote speaker (February 16), commencement (April 29), meetings with the State Board of Regents (June 9), and an Orchestra at Temple Square concert in Ephraim (June 9).

Adjournment

Eddie Cox made a motion to adjourn the meeting. John Vincent seconded the motion, and it passed unanimously.

Lunch with Legislators

President Benson invited Trustees to begin eating lunch while the legislators made their way to the luncheon. Representative Brad Johnson, Representative Patrick Painter, Representative Rick Wheeler, and Representative Scott Wyatt arrived and joined the group for lunch. President Benson thanked the gentlemen for making time to meet with the group and turned the time to them. The Representatives gave legislative updates and encouraged the Trustees to contact any legislators they may know to petition for the library project.

Audit Committee Meetings

Audit Committee members stayed to meet with State Auditors and Dan James, a representative from the Regents' Audit Committee.