



Snow College Board of Trustees

Next meeting:

Monday, June 25, 2001

9:00 a.m. - Executive Session

10:30 a.m. - Public Meeting

Lorenzo and Erastus Snow Conference Room

Noyes Building ♦ Ephraim, Utah

-Lunch will be served-

Includes agenda for the next meeting and minutes from
the May 31, 2001 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

Monday, June 25, 2001

9:00 a.m. - Executive Session ♦ 10:30 a.m. - Public Meeting

Lorenzo and Erastus Snow Conference Room

Noyes Building ♦ Ephraim, Utah 84627

LUNCH WILL BE SERVED

Executive Session

Welcome Mark Stoddard

Action Item: Minutes of May 31, 2001 Meeting (Tab U) Mark Stoddard

Action Item: Applied Technology Education Governance (Tab V) Rick Wheeler

Action Item: 2001-2002 Institutional Budget (Tab W) Larry Christensen

Action Item: Auditors' Financial Report Larry Christensen/Joe Christensen

President's Report Rick Wheeler

*Please note the change in
our meeting time.
Thank you!*

**Snow College Board of Trustees
Official Minutes from May 31, 2001
Lorenzo and Erastus Snow Conference Room
Noyes Building ♦ Snow College
Ephraim, Utah**

Members Present: Carl Albrecht, Rick Bartholomew, LuAnne Brown, Jerold Johnson, Gwen McGarry, Mark Stoddard, Chanté Wouden, and Scott Wyatt

Members Excused: Robyn Kremer and Richard Waddingham

College Personnel: Gary Arnoldson, Noel Bailey, Kimble Blackburn, Larry Christensen, Carl Holmes, Claudia Jarrett, Marci Larsen, Diane Martin, Craig Mathie, Rick Wheeler, and Rick White

Welcome

Chairman Stoddard called the meeting to order and welcomed everyone. He asked those in attendance to introduce themselves.

March Minutes

Marci Larsen noted that Claudia Jarrett did not attend the March 6 meeting as recorded. With this correction, Scott Wyatt made a motion to accept and approve the March 6, 2001, and the March 27, 2001, minutes as recorded. Carl Albrecht seconded the motion, and it passed unanimously.

Chairman's Report

Chairman Stoddard indicated that several interesting changes have taken place during the past few years which have resulted in more involvement by the Board of Trustees. He thanked the board members for their hard work and expressed appreciation for the opportunity to be associated with such great people. Chairman Stoddard reported that the commencement exercises were nice, and he expressed gratitude for the opportunity to be with the students and hear the Days speak. Chairman Stoddard told board members that recently several Snow College students, both former and current, have shared their positive feelings about Snow with him, and he asked the trustees to always remember what a quality institution Snow College is.

Student Body President's Report

As this was the new student body president's first board meeting, Chanté Wouden introduced herself and her council's goals for the 2001-2002 school year. She explained that they plan to add a judicial branch to the current student government system, evaluate yearbook expenses, discontinue the tradition of sending Miss Snow to the Miss Utah pageant, and acquire emergency phones on campus. Chanté also reported on Inaugural Ball and shared her excitement for the upcoming year. Chairman Stoddard wished Chanté and her council well, and President Wheeler commended Chanté for her energy and enthusiasm.

Investment Reports

Gary Arnoldson referred the board to Tab O and reviewed the February 2001, March 2001, and April 2001 Investment Reports. Carl Albrecht made a motion to accept and approve the reports as presented. The motion was seconded by Gwen McGarry and passed unanimously.

Financial Write-Offs

Gary Arnoldson informed the board that the college is interested in cleaning up its accounts receivable system. He explained that in order to do so he needed to write-off the accounts presented behind Tab P. Gary indicated that the college has made numerous attempts to collect the outstanding accounts which date back to 1991. Gary noted that the transcripts of the listed students will not be released until the financial obligations are met. He also reported that this debt is reported to the credit bureau, and the information is recorded on the students' credit rating. Scott Wyatt made a motion to approve the write-off list. LuAnne Brown seconded the motion, and it passed unanimously.

Auditor's Financial Report

Gary Arnoldson reported that while there is nothing surprising about the audit, the state auditors would like to meet with the board to address the financial audit and management letter. He indicated that the auditors would also like to follow up with the board concerning their May 2000 visit. Jerold Johnson asked about the athletic account deficit. Larry Christensen reviewed the budgeting process and audit cycle and informed the group that the athletic deficit is currently smaller than reported in the provided documents because of the timing of the audit. A brief discussion followed, and Gary volunteered to share his analysis of the athletic and scholarship accounts with the board at the next meeting. Because of the auditors' request to present their information to the board, Scott Wyatt moved to table the agenda item until the next meeting. Gwen McGarry seconded the motion, and it passed unanimously.

Advancement and Tenure Recommendations

Richard White presented two names to the board for approval and shared background information on both faculty members. He recommended that Vance Larsen be promoted to the rank of Associate Professor. Jerold Johnson made a motion to approve Professor Larsen's advancement. Rick Bartholomew seconded the motion, and it passed unanimously. Judie Erickson's name was next presented for consideration of tenure status. Vice President White indicated that the Advancement and Tenure Committee's recommendation was not unanimous and outlined the concerns which committee members had. He concluded his presentation by informing the board that after considerable discussion, he and President Wheeler supported the Advancement and Tenure Committee's decision to grant Judie tenure status. The trustees engaged in a discussion concerning tenure status. Jerold Johnson made a motion to grant Judie Erickson tenure status, effective with the 2002/2003 academic year. Scott Wyatt seconded the motion, and it passed unanimously.

Applied Technology Education Governance

President Wheeler shared a brief update on recent ATE happenings. He informed the trustees that members of the Board of Education visited the state of Georgia to look at its ATE system, returned home, and created a proposal which opposed the current HB 34. President Wheeler continued to explain that the Governor was scheduled to meet with the Board of Education when members

presented the board's opposing proposal. It was reported that the Governor went to work to get the needed support for HB 34. After numerous conference calls with regents and presidents, President Wheeler indicated that the outcome of ATE governance is still unknown. He noted that there may be a special legislative session during the latter part of June to determine a plan of action for the state.

Because of the uncertainty at the state level and the college's need to take action to resolve institutional governance questions for accreditation purposes, the board discussed specific Snow College/ATE governance issues. The meeting was opened for discussion on this topic. Rick White explained his proposal, which was sent via mail to the trustees prior to the meeting, and entertained questions. His suggestion, as reported, is to keep the current personnel in place, clearly define expectations and outcomes, establish clear consequences, and frequently communicate with one another. Vice President White also indicated that he would support whatever governance model the trustees decided to implement. Vice President Holmes voiced his support for Rick White's proposal. He indicated that he and his assistant vice presidents feel that the current governance system will work with improved communication.

Vice President Christensen challenged the current model and suggested that the two campuses become fully integrated or completely separated. He expressed the frustration of his employees and informed board members of the animosity between the two campuses. He asked board members to consider a governance model which would have one cabinet, one personnel office, one finance office, etc. Scott Wyatt inquired about a traditional branch campus model where policies, procedures, and decisions are made by one cabinet on the main campus. Kimble Blackburn responded by sharing a federal definition of a branch campus, which states that a branch campus has a separate budget and administration from the main campus. Larry Christensen stated that the advocacy for this definition suggested that the philosophy and practice of the two campuses being separate, except where it was a benefit to be one, is still prevalent after numerous directions to be one.

After hearing several differing opinions, Chairman Stoddard thanked staff members for communicating their thoughts and feelings. He informed those in attendance that the board would select a governance direction for the institution and move forward with it. He noted that, whatever the decision, some will criticize and some will applaud the choice which is made. He assured attendees that the board would make the decision based on what is best for the institution and the students it serves. Carl Albrecht expressed appreciation to the president, vice presidents, and assistant vice presidents for their input and work on this governance question. Scott Wyatt also assured the group that the intent of the board is for Snow College to have a significant presence in Richfield, regardless of the governance model chosen.

President's Report

President Wheeler began his report by thanking board members for their service. He noted that the service terms of several board members will expire on June 30, 2001, and he expressed sincere appreciation to the members for taking personal interest in Snow College.

Current happenings, including the upcoming accreditation, a Title III grant, a capital improvement project, the changes in employees' benefits, and the Governor's administrative hold on the budget,

were the next agenda items addressed by President Wheeler. He reported that the Northwest Association of Schools and Colleges will be on campus in October of 2001 to conduct an interim focus visit for the merge with Sevier Valley Applied Technology Center. He also reminded the board that the same accrediting body will be back on campus in October of 2002 for the institution's full-scale visit. President Wheeler informed the board that the college is considering applying for a Title III grant which is designated to improve institutional quality. It was reported that, with the board's support, the administration plans to move forward on this issue and use the funding (if awarded) in developing a developmental education program and strengthening the distance education program. Board members were responsive to the idea of applying for the grant and offered the administrative team their full support. President Wheeler reported that another recent happening is the progress being made on the college's capital improvement project. He shared an update on the steam pipe and tunnel project and thanked Larry Christensen and Gary Arnoldson for their work on the project.

Appreciation was also expressed to the campus Benefit Committee. President Wheeler alerted board members to the fact that the college would be using Public Employee Health Plans (PEHP), rather than Educator's Mutual, to provide health benefits to the college because of EMIA's increased costs. He also mentioned that some carriers of other benefits (i.e. dental, short term disability, etc.) would change with the new fiscal year as well. Receiving a memo from the Governor's Office announcing a "four-percent administrative budget hold" was the final happening President Wheeler shared with the board. He indicated that the analysts believe there will be a shortfall in revenue, and, hence, the temporary budget hold back. President Wheeler reported that Vice President Christensen is planning to go through the budget and identify areas where funds could be reduced if need be. He further reported that the cabinet decided to freeze three positions in response to the memo from the Governor's Office.

For informational purposes, President Wheeler announced that enrollment numbers have increased when compared to numbers from last year. He also mentioned that the Ephraim campus will be filling 10-14 positions for the 2001-2002 academic year and that the Richfield campus will be filling three positions.

President Wheeler concluded his report by informing board members of Shawn Lindow's situation. He explained that Shawn (Director of Technology) was recently diagnosed with bone cancer, and it was noted that the institution takes the idea of "the Snow College family" seriously. When asked if there was anything the board could do, President Wheeler responded with the Lindows' request of remembering their family in personal prayers. Chairman Stoddard asked President Wheeler to extend the board members' best wishes to Shawn and his family.

Next Meeting

The next meeting will be held on Monday, June 25, 2001, at 10:00 a.m. The trustees will gather in the Lorenzo and Erastus Snow Conference Room, which is located in the Noyes Building in Ephraim.

Adjournment to Executive Session

Jerold Johnson made a motion to move into executive session for personnel and governance discussions. Scott Wyatt seconded the motion, and it passed unanimously.

Adjournment

Gwen McGarry made a motion to dismiss from executive session. Scott Wyatt seconded the motion, and it passed unanimously.

Applied Technology Education Governance - Executive Session Motion

After a lengthy executive session discussion, Scott Wyatt made the following motion. He moved that President Wheeler return to the board at the next meeting with a proposal for a centralized administration with one president and one cabinet for both campuses. Gwen McGarry seconded the motion, and Chairman Stoddard asked if there were any questions. President Wheeler asked for clarification on his assignment. In answering his questions, Scott Wyatt indicated that the board would like proposed organizational charts, with names and titles. In answer to another question from President Wheeler, Gwen McGarry directed the president to establish solid lines of authority on the proposed organizational charts. Hearing no additional questions or discussion, Chairman Stoddard asked for a roll call vote on the motion. The motion passed with six supporting votes. Carl Albrecht opposed the motion and voted accordingly.

Adjournment

Rick Bartholomew moved to adjourn the meeting. Scott Wyatt seconded the motion, and it passed unanimously.