



A meeting of the  
**SNOW COLLEGE**  
**BOARD OF TRUSTEES**

To be held  
**MONDAY, JUNE 30, 2003**  
**LUNCHEON AT 12:30 P.M.**  
**PUBLIC MEETING AT 1:30 P.M.**

In the  
**NOYES BUILDING AT**  
**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) 283-7010.



Agenda for the  
Snow College Board of Trustees  
Monday, June 30, 2003 • Ephraim, Utah  
Executive Session Luncheon at 12:30 p.m. • Public Meeting at 1:30 p.m.

Welcome ..... Scott Wyatt

**Action Item:** Minutes of Previous Meeting (Tab N) ..... Scott Wyatt

Report from the Chair ..... Scott Wyatt

Report from the Student Body President ..... Jed Christensen

Report from the President ..... Michael Benson

**Action Item:** 2003 Account Write Offs (Tab O) ..... Gary Arnoldson

**Action Item:** 2003-04 Preliminary Budget (Tab P) ..... Larry Christensen

**Action Item:** Personnel Policies (Tab Q) ..... Michael Benson

**Action Item:** Property Acquisition in Richfield ..... Rick White

**Action Item:** Joint Use Agreement Addendum (Tab R) ..... Michael Benson

Tour of the Eccles Center for Performing Arts



OFFICIAL MINUTES OF THE  
SNOW COLLEGE BOARD OF TRUSTEES  
APRIL 21, 2003 MEETING  
SALT LAKE CITY, UTAH

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**Members Present:** Carl Albrecht, Tim Blackham, LuAnne Brown, Jed Christensen, Kay Greene, Jerold Johnson, Christian Thompson, and Scott Wyatt

**Members Excused:** Richard Bartholomew, Gwen McGarry and Richard Waddingham

**College Personnel Present:** Michael Benson, Larry Christensen, Mitch Jenkins, Marci Larsen, Rick Wheeler, Rick White, and Brad Winn

**Others Present:** Nolan Karras and Cecelia Foxley (partial)

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#### **Call to Order**

Chairman Wyatt called the meeting to order and welcomed everyone. Jed Christensen, Student Body President for 2003-04, was in attendance, and Chairman Wyatt asked each person to introduce him/herself to Jed. Jed was also asked to introduce himself to the group.

#### **Adjournment to Executive Session**

*Tim Blackham made a motion to move into an executive session to discuss legal, personnel, and financial items. Jerold Johnson seconded the motion, and it passed unanimously.*

#### **Adjournment from Executive Session**

*Kay Greene made a motion to adjourn from the executive session and open the meeting to the public. Christian Thompson seconded the motion, and it passed unanimously.*

#### **Welcome**

A few employees joined the meeting, and Chairman Wyatt welcomed them. President Benson expressed gratitude to Commissioner Foxley and her staff for hosting the meeting in the Regents' building.

#### **Minutes**

*Chairman Wyatt entertained a motion to approve the minutes from the March 17, 2003, meeting. Tim Blackham so moved, and Carl Albrecht seconded the motion. The motion passed unanimously. Tim Blackham indicated that the Board discussed – and was supportive of – a \$15/semester increase in student fees during the March meeting (as recorded in the minutes), and he asked that an official motion be made by the Trustees to approve the increase. Chairman Wyatt entertained the motion. Tim Blackham made a motion requesting the record show that during the March 17 meeting, the Board of Trustees formally approved the \$15/semester increase in student fees, effective 2003-04. Jerold Johnson seconded the motion, and it passed unanimously.*

### **Report from the Chair**

Chairman Wyatt reported that he and Gwen had recently met with members of the Board of Regents to discuss the mission and role of Snow. He indicated that the Regents were interested in input from the Trustees, and he explained that the mission and role discussion initiated in his/Gwen's meeting would continue later in the meeting.

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

Christian Thompson first thanked Board members for their examples and for the experience of working with such an accomplished group. Christian indicated that he has learned much while serving as student body president and noted that interacting with the Board was one of the greatest learning experiences of his time at Snow College. Christian also expressed his confidence in Jed and wished him the very best in his leadership position.

Christian concluded his report by summarizing campus happenings. He reported that Snow students had been actively involved in raising approximately \$2100 for the Make-a-Wish Foundation, cleaning up a local area for a service project, and participating in Inaugural Ball.

*Tim Blackham made a motion that Christian be recognized and commended for a job well done. Carl Albrecht seconded the motion, adding that Christian had indeed received an "education beyond education" during his stint as a Trustee. President Benson added that he had the opportunity to become acquainted with Christian on several different levels, and he thanked him for his hard work. President Benson also noted that he recently had the opportunity to write a letter of recommendation for Christian, and he wished him the very best for a successful future. All Trustees voted in favor of Tim Blackham's motion.*

### **Amend the Agenda**

Commissioner Cecelia Foxley and Regent Chairman Nolan Karras arrived, and Chairman Wyatt suggested that the agenda be amended to accommodate their schedules. No one objected, and the meeting proceeded with Item Number Six, Snow College Mission/Role.

### **Snow College Mission/Roles**

Chairman Wyatt welcomed Commissioner Foxley and Chairman Karras to the meeting and thanked them for taking time to meet with the Board. He introduced the mission/roles discussion by comparing institutions to "mom and pop shops." The analogy, as described by Chairman Wyatt, illustrated that businesses/institutions must meet the needs of the customer and change with demands if they want to stay viable.

After the introduction to the discussion, he asked the guests how Snow could best contribute to the state. He voiced his opinion that the best "commodity" the institution produces is Snow College graduates, and Commissioner Foxley agreed. She stated that no other institution better prepares students for transfer, and she encouraged the Trustees and administration to continue to focus on this role rather than adding four-year programs. The Commissioner specifically praised Snow for the emphasis on academic quality and the available involvement opportunities for students. Commissioner Foxley also suggested that the College consider spending more resources on ESL and developmental education.

Chairman Karras concurred with Commissioner Foxley's assessment of Snow. He explained that it is easier and smarter to "buy students at the margin" by adding them to established universities rather than adding new programs. According to Chairman Karras, the cost of adding programs (specifically four-year programs at Snow) is, of course, a factor the Regents considered when

creating their Policy R312, Institutional Categories, Accompanying Criteria, and Institutional Missions and Roles. When asked why Policy R312 would not be reviewed for five years Chairman Karras explained that the Regents felt a need to clearly define parameters and then hold institutions to their assigned missions/roles. The Regents are responsible for managing the entire system, and Chairman Karras stated that the governing body simply cannot let every school be exactly what it wants to be right now.

The group was sympathetic to Chairman Karras' (and the Regents') challenge and explained that Snow is "feeling the pressure from the top and the bottom." They said institutions located in urban areas are offering more programs and, understandably, in tough economic times students choose to live at home rather than move to a residential campus. Hence, the College is feeling the pressure from the top. Trustees also voiced concern for the pressure from the bottom – the incentives to complete an associate degree while in high school, concurrent enrollment, and similar programs. The College asked the Regents to consider a different funding system whereby institutions would be rewarded when they fulfill the mission designated by the Regents.

Chairman Karras – referring to Chairman Wyatt's analogy – reported that he wanted to make certain Snow isn't the local hardware store which is being conquered by Home Depot. He instructed the College to build a "critical mass" and, in turn, he committed to do the following: 1) build a matrix to try to determine when a four-year program is justified; 2) review system-wide incentives/rewards for schools fulfilling their roles; 3) encourage the University of Utah to work with Snow to keep the music program rural; 4) research possibilities for shared services.

Chairman Wyatt again thanked the Commissioner and Chairman for meeting with the Board. Commissioner Foxley and Chairman Karras expressed appreciation to the Trustees for their service, thanked the group for their input, and asked to be excused. After their departure, Chairman Wyatt proceeded with the amended agenda.

### **Investment Reports**

Larry Christensen referred the Trustees to the January 2003, February 2003, and March 2003 investment reports. He reported that the College's investment portfolio hasn't changed and commented that this is a terrible economic time to try to make money on investments. Larry explained the reports and asked Trustees if they had questions. Several Board members concurred with Larry's assessment of the current economic state of the country. *Chairman Wyatt entertained a motion to accept and approve the reports as presented. Tim Blackham so moved. LuAnne Brown seconded the motion, and it passed unanimously.*

### **Accreditation**

Brad Winn gave copies of the Spring 2003 Accreditation Progress Report to the Trustees. He indicated that the College needs to embed strategic planning into its culture, and he reported that the institution is progressing in this direction. He stated that in previous positions he has learned that the final accreditation report is not as important as the conversations which take place, and he committed to implement the necessary changes recommended by the Commission on Colleges.

Brad also reported that the Commission will conduct an interim visit in the Spring of 2004, and he informed Trustees that he plans to present documentation of the progress made during the November Board of Trustees meeting. President Benson complimented Brad for his work on this project and reiterated his commitment to the accreditation process.

Brad concluded his portion of the agenda by thanking Trustees for writing letters of support for the Engineering Initiative. He reported that Snow was not funded this year, but informed the Board that the legislative committee responsible for the funds encouraged him to petition for money next year.

### **Building Update**

Rick Wheeler reported that the Ephraim campus is currently going through the most significant physical transformation in the College's history. He reviewed the construction/demolition schedule with the Trustees and shared the following changes, which will occur by August 2003: 1) the Eccles Center and the Rasmussen Bell Tower will be complete; 2) the Old Gym, the Varsity House, the Music Building, the Crane Theater, and the Social Science Building will be demolished; 3) the Anderson Business Building and Fern Young Hall will be completely renovated to house new functions. Rick complimented Bob Oliver, Director of Physical Facilities, and his crew and communicated employees' excitement for the upcoming changes.

### **Report from the President**

President Benson began his report by sharing good news with the Trustees. He informed them that the College had received a \$500,000 grant from CIB to finish the Multi-Events Center in Richfield. He reported that the building is near completion, and he thanked Pat Wilson of the school district for his help with the financial aspect of the project. President Benson told Trustees that Pat has spent literally hundreds of hours sorting through paperwork since the State Auditor's Report was released and that he (Pat) has been very instrumental in helping complete the facility. President Benson also complimented Larry Christensen, Gary Arnoldson, and their staff for their work on recent audits. Bob Oliver and his crew were also thanked for the many responsibilities they have accepted due to the campus changes (discussed by Rick Wheeler).

President Benson next updated Board members on the status of the Activity Center remodel. He reported that the College plans to submit a CIB application for a low interest loan. He also noted that he had talked to the Seth and Maurine Horne family about financing a portion of the project as well. It is anticipated that the project will begin this summer according to President Benson.

Enrollment was the next topic of discussion. President Benson reported that the current numbers are slightly lower than last year's enrollment, but he communicated his optimism for the Fall. He reminded Board members of the dual-admission agreements signed with USU and SUU, and he noted that efforts are still underway for agreements with other schools. President Benson reported that these agreements, coupled with potential 4-year partnerships, will hopefully entice students to attend Snow and, therefore, increase enrollment numbers.

Speaking of four-year programs (Music specifically) caused one Trustee to ask about Libor Ondras, the faculty member who was deported to his home country several months ago. President Benson reported that he spent time in Washington, D.C. the previous week working with state senators and that documentation has been filed with the INS. He noted that despite all possible efforts to get Libor back on campus, he has not yet been able to return. President Benson expressed the appreciation Libor feels toward the College and stated that he hopes to have good news for Libor soon.

President Benson next referred the Trustees to the Internal Control Concepts and Application booklet provided in their folders. He informed the Board that – in light of the Richfield audit – the Regents now want all institutional boards to serve as the audit committee for their respective

college. A lack of formal accounting/finance training caused several Trustees to be concerned for this proposal, and President Benson informed them that training would be provided. Other Trustees felt very strongly that having the Trustees more accountable for the finances of the College was a step in the right direction. President Benson noted that more information will be shared with the Trustees as it becomes available from the Commissioner's Office.

President Benson concluded his report by asking Trustees for permission to investigate a possible land purchase. He reported that land adjacent to the Richfield campus was available for purchase, and the Board encouraged him to research the situation. *Carl Albrecht recommended via a formal motion that the College 1) consider getting an appraisal on the property and 2) learn if there would be a purchase option. Jerold Johnson seconded the motion, and it passed unanimously.*

### **Adjournment**

*Tim Blackham made a motion to adjourn the meeting. Christian Thompson seconded the motion, and it passed unanimously.*