



## Board of Trustees Meeting Minutes

### December 11, 2014

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#### **Individuals in Attendance**

Trustees: Theressa Alder, Doug Barton, Scott Bushnell, Brent Davis, Chris Jenkins, Dan Jorgensen, Leslie Keisel

College Personnel: Gary Carlston, Spencer Hill, Steve Hood, Marci Larsen (recording secretary), Craig Mathie, Derek Walk (partial), Robert Wright (partial)

Others: Morris Haggerty

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#### **Welcome**

Chair Alder welcomed the group and called the meeting to order.

#### **Academic Calendar**

Vice President Mathie said the college wanted to make the trustees aware of the proposed academic calendar, and he reviewed the calendars found behind Tab I. When asked about the timing of Spring Break, he reminded the trustees that the college agreed to hold Spring Break during the last week of March in an effort to better coordinate with local school districts. Chair Alder thanked Vice President Mathie for sharing the information with the board.

#### **Internal Auditor Position**

Vice President Hill reported on the recent hiring of an internal auditor. He reminded the trustees that this position reports directly to the trustees' Audit Committee Chair, and he wanted the board to know that Meagan White had accepted the position. He said Ms. White is from Salina, has been working at a big accounting firm in Salt Lake, and will do a great job in her new role. President Carlston emphasized that the internal auditor position is separate from administration and has responsibility to the trustees. Trustee Jorgensen said he is grateful we had a qualified applicant and reminded the group of the challenging process the college went through years ago to secure funding for the position.

#### **Meeting Minutes**

Once a quorum had assembled, Chair Alder entertained a motion to approve the October 24, 2014 minutes. Trustee Keisel so moved. Trustee Barton seconded the motion, and it passed unanimously.

#### **Closed Session**

As allowed by Utah Code Section 52-4-204, Trustee Jorgensen made a motion to move into a closed session to discuss a personnel issue, specifically a "discussion of the character, professional, competence, or physical or mental health of an individual." Trustee Davis seconded the motion, and it passed unanimously. At the conclusion of the discussion, Trustee Bushnell made a motion to open the meeting publically. Trustee Davis seconded the motion, and it passed unanimously.

#### **College Highlight: Public Safety**

Campus safety officers, Robert Wright and Derek Walk, joined the meeting at the request of President Carlston. Vice President Mathie spent a few minutes highlighting the officers' work and acknowledging their contributions to the college and city. He told trustees of the impressive, effective collaboration the officers have with Ephraim City and said other institutions are envious of their arrangement. Vice President Mathie specifically commended the men for their work with the potential Homecoming threat posted on the "Snow College Confession" website and noted that Officer Walk and Officer Wright spent countless hours resolving the situation. Chair Alder expressed her appreciation to the gentlemen and said there isn't a city or school who has better officers. The trustees joined her in an appreciative round of applause, and the officers were given a small gift.

#### **USHE Faculty Teaching Load**

Vice President referred the trustees to Tab J and reviewed the teaching workload data with the group. As documented, Snow College faculty ranked the highest in all categories, including faculty contact, instructional credit, and student credit. It was also pointed out that the college has the lowest percent of all instruction by part-time faculty. Dr. Hood said this means Snow College faculty are teaching more students, on a percentage basis, than full-time faculty at other schools,

and that Snow College students have the opportunity to be taught by more full-time professors, rather than adjuncts. Dr. Hood said this is one of the hallmarks of the college, and he commended the faculty.

#### **Action Item: R-401 Proposal – Automotive**

Vice President Hood reviewed the R-401 Proposal for the Automobile/Automotive Mechanic Technology program, which includes the following options:

- Certificate of Proficiency in Engine Performance
- Certificate of Proficiency in Engines and Drivetrains
- Certificate of Proficiency in Chassis and Climate Control
- Certificate of Proficiency in Electrical Systems and Automatic Transmissions
- Certificate of Completion in Engine, Drivetrain, Chassis, and Climate Control
- Certificate of Completion in Engine Performance, Electrical Systems, and Drivetrains

Dr. Hood entertained questions from the group and commended Mike Medley and Stacee McIff, faculty members in the Business and Applied Technologies Division, for their exemplary work. Hearing no questions, Chair Alder added her commendation for the faculty's work and entertained a motion to approve the proposed R-401. Trustee Keisel so moved, and Trustee Bushnell seconded the motion. The motion passed unanimously.

#### **Mission Based Funding/Legislative Preview**

President Carlston referred the trustees to Tab L and reviewed the system's priorities for this year's legislative session. He said he planned to focus on compensation and said the college is currently accepting proposals from companies to complete a comprehensive review of the college's compensation. President Carlston also reminded the trustees of the college's impressive student success rate and said the commissioner had asked some presidents to meet to review potential areas for performance based funding. The compiled list is included in Tab L.

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

Due to time, this agenda item was postponed.

#### **Report from the Chair**

Due to time, this agenda item was postponed.

#### **Report from the President**

President Carlston gave a brief update on the relationship with the Richfield Campus, noting he continues to meet with community leaders and elected officials. He said much progress has been made and said he hoped to work with them to share information and resolve concerns. Next, President Carlston told trustees he had met with the parents of a student who passed away and was able to tell them that a scholarship had been set up in their daughter's honor. He said it was an emotional meeting, and the parents asked him to thank the Snow College family for the support they had shown during the family's difficult time. In happier news, President Carlston informed the trustees that nearly 3 million dollars had been raised for the new science building and that the popular ratemyprofessor.com website had ranked Snow College faculty as #2 in the nation. He commended faculty members for their caring approach to teaching and added this was an unsolicited recognition. To conclude, President Carlston reported that the administration was asked to consider adding a men's and women's soccer program. He said a group was holding forums for input, per his request, and he agreed to keep the trustees apprised of developments with the proposal.

#### **Adjournment**

Prior to adjourning, Trustee Jorgensen asked the administration to voice the college's support for saving the Canute Peterson house on Main Street. He reminded the group of Mr. Peterson's involvement in the founding of Snow College and said he hoped the pioneer home would be preserved with the remodel of the adjacent Cache Valley Bank.

Trustee Barton made a motion to adjourn. Trustee Keisel seconded the motion, and it passed unanimously. The Board of Trustees joined members of the State Board of Regents, who were on campus for a special meeting to discuss the Snow College presidency.