



Board of Trustees Meeting Minutes
June 30, 2023 • Ephraim Campus

Trustees

Kay Christensen
Jon Cox
Randy Cox
Heather Groom
Jeff Kahn
Leslie Keisel, Chair
Miguel Mayorga
Rick Robinson, Vice Chair
Derek White

College Personnel

David Allred, Associate Provost
Cody Branch, Student Affairs & Enrollment VP
Matthew Gowans, Faculty Senate President
Beckie Hermansen, IR Director
Carson Howell, Finance VP
Lisa Laird, Staff Association President
Marci Larsen, Board Secretary
Stacey McIlff, President
Rob Nielson, External Affairs VP
Jay Olsen, Tech Ed VP
Kenley Steck, Continuing Ed Coordinator

Others

Kurt Bradburn, Legal Counsel
Bruce Snow, Foundation Board President

Welcome

Chair Keisel called the meeting to order and welcomed everyone. She extended a special welcome to Miguel Mayorga, new Student Body President, and Lisa Laird, new Staff Association President.

Minutes from the Previous Meetings

Chair Keisel entertained a motion to approve the minutes from the March 17, 2023. Trustee Kay Christensen so moved, and Trustee Randy Cox seconded the motion. All voted in favor.

Ratify April 29 Executive Committee Decisions

Chair Keisel asked President McIlff to inform the full board of the Richfield housing lease and chartered flights for athletic travel, which she did. Chair Keisel said both have been approved by the Executive Committee. Trustee Christensen made a motion to ratify the actions of the executive committee. Vice Chair Robinson seconded the motion, and it passed unanimously. All voted in favor.

Board of Trustees By-Laws

Trustee Christensen made a motion to approve the proposed changes to the by-laws, which included the board officers being elected in June and updated the name of the state board. Trustee Kahn seconded the motion, and it carried unanimously.

Election of Board Officers

Chair Keisel thanked trustees for voting for board officers and, based on the results, made a motion to elect Rick Robinson chair of the board and Karen Soper as vice chair of the board. Trustee Randy Cox seconded the motion, and it carried unanimously.

2023-24 Proposed Budget

Vice President Howell reviewed the details of the proposed budget for the upcoming fiscal year and answered questions. Trustee Christensen made a motion to approve the budget as presented. Trustee Randy Cox seconded the motion, and it carried unanimously.

Recognition

Trustee Jon Cox, Trustee Kay Christensen, and Chair Keisel were recognized for their service on the Board of Trustees. All of their terms are expiring, and deep appreciation was expressed for the time they have spent advocating for Snow College.

Report from Audit Committee

Committee Chair Robinson said the Audit Committee met prior to the full board meeting. He made a motion to approve the 2023 Snow College Internal Audit Plan, the Presidential Travel Audit, and the Food Services follow-up audit. Trustee White seconded the motion, and it carried unanimously.

Report from Student and Academic Affairs Committee

Committee Chair Kahn reminded the trustees that they had access to all material presented and asked if there were any questions. Hearing none, he made the following motions:

- to approve the proposed changes to the Faculty Corrective Action policy. Trustee Christensen seconded the motion, and it passed unanimously.
- to change the Excellence in Education Certificate to the Paraprofessional Certificate in Education and approve the proposed changes in the academic program reviews listed below. Trustee Kay Christensen seconded the motion, and it passed unanimously.
 - o R401 Excellence in Education Certificate
 - o R411 Home and Family Studies
 - o R411 Physical Education
 - o R411 Theater
 - o R411 Engineering and Computer Science
 - o R401 Advanced Emergency Medical Technician
 - o R401 EMT
 - o R401 Nail Technician
 - o R401 Nursing Assistant
 - o R401 AAS General Technology
 - o R401 TESL Certificate Amendment
 - o R401 GIS Certificate in Proficiency Amendment
- to approve the advancement of Erica Sirrine to Instructor II and Ken Avery to Senior Instructor. The motion was seconded by Randy Cox and carried unanimously.

Report from Finance and Facilities Committee

Committee Chair Randy Cox made the following motions:

- to adopt the proposed revisions to the Investment policy, the Whistleblower Protections Policy, and the Reduction in Force and Financial Exigencies Policy. The motion was seconded by Trustee Kahn and carried unanimously.
- to authorize the administration to negotiate and sign a lease agreement for cell tower space. The motion was seconded by Trustee Christensen, and it carried unanimously.
- to approve the request to secure in-house legal counsel. The motion was seconded by Trustee Kahn and passed unanimously.
- to approve \$220,295.04 in account write-offs. The motion was seconded by Trustee Christensen and carried unanimously.
- to approve the March and April (2023) investment reports. The motion was seconded by Trustee White and carried unanimously.
- to direct the administration to sign the Richfield property MOU, which states the intent to sell three vacant acres to DFCM for a new Richfield Regional Center. The motion was seconded by Trustee Christensen, and it carried unanimously.
- to approve the housing bond written certificate which complies with the provisions of Section 6.18 of the General Indenture. The projected pledged revenues, along with any pledged discretionary

investment income, will be sufficient to enable the college to meet the requirements for this fiscal year. Trustee Christensen asked for clarification and then seconded the motion. It passed unanimously.

- to authorize the administration to negotiate and sign a 15-year lease agreement with Ephraim City, for the Ephraim Co-op lease. Annual payments should not exceed \$18,000 and should include up to a 3% increase per year. Trustee Christensen seconded the motion, and it passed unanimously.

Trustee Randy Cox thanked President McIff for her vision with Richfield and the Co-op. Trustee Christensen commented on the board's decisions to do what is reasonable to preserve the Great Basin Station (previous meeting) and the Co-op (today). He said he believed this speaks to the college's interest in being a good partner and honoring the past.

Report on Annual Goals

President McIff reminded the board of the administration's process for setting institutional goals. She then gave a detailed update on each of the goals, which include the following: Manage enrollment strategically, secure facilities, enhance technical education, help students succeed, support employees, and share our story. She committed to keep trustees informed and thanked cabinet members for their support. During the discussion, trustees recommended that the new building be called the Social Science Building, rather than the Center for Rural Development and Studies. Board members expressed their appreciation to and confidence in President McIff.

Aspirational Statement Update

President McIff reported on progress made the aspirational statement, which was set and approved by the Board of Trustees. She said three groups, chaired by cabinet members, have been meeting for several months to work out the details of each component of the aspirational statement. Vice President Howell talked about the Graduate Debt-Free Committee, Vice President Olsen reported on the Gain Work Experience Committee's work, and Vice President Branch shared plans of the Develop a Plan for the Future Committee. Trustees were pleased with the work that has taken place and mentioned the legislators' positive comments when they saw the students at Snow Day on the Hill with the aspirational statement printed on their t-shirts.

Athletics Report/Future of Football

Vice President Nielson said the Athletic Department is strong and healthy, and he noted he has been fortunate to work with presidents who are supportive of what they've done. He said the number of collegiate sports has doubled in his twelve-year tenure, and the budget has gone from a significant deficit to balanced. He then reviewed budget development, scholarships, average cost per student athlete, revenue sources, the campus benefits of football, and the impact football has on enrollment. The group had a lengthy discussion and said the conversation was enlightening. Chair Keisel thanked Vice President Nielson for his preparation and leadership.

Accreditation Report

Given time constraints and the interest in preparing trustees for the upcoming accreditation visit, this agenda item was tabled until more time could be spent reviewing information.

Enrollment Report

Vice President Branch shared an enrollment report, noting current numbers indicate an increase of 485 students at this point when compared to last year. He said the data he received this week shows a record number of applicants and admits, and he reminded trustees that the set target for fall enrollment is 6238 students.

Richfield Strategic Goals Report

Heidi Johnson, Biology faculty member, told the group of her participation in a leadership program that encouraged a campus project. She talked about her involvement with an internal task force for the Richfield Campus and highlighted future plans. She specifically mentioned adding mountain biking and cross country teams, increasing the number of GE classes in Richfield, and remodeling the Washburn Building to be more welcoming. Chair Keisel commended the task force for their work and said she looked forward to the investments and improvements happening in Richfield.

Master Plan Report

Vice President Howell said a committee had been formed to review the campus master plan and invited trustees to participate in the survey he would distribute.

Technical Education Report

Vice President Olsen briefly talked about new programs and the state alignment project. He thanked faculty members for their work and responsiveness to industry needs and said there are many good things happening with technical education.

Report from Faculty Senate

Dr. Gowans thanked the board for their support of a successful year. He said this year was good and bright, noting society may finally be out of COVID darkness. He said a big topic in higher education currently is AI and ChatGPT and noted Snow College is addressing the associated opportunities and challenges, reviewing the academic integrity policy, and collaborating with other institutions on best practices. Dr. Gowans said faculty leadership is always looking for ways for faculty to become better teachers and students to become better learners.

Report from Staff Association

Lisa Laird introduced herself and said she is starting her role as Staff Association president, effective tomorrow. She said most committees have new chairs and said the group will look at ways to address any concerns employees have. The association supports all staff and is still having fun, she said.

Report from Student Association

President Mayorga introduced himself, noting he had interned for Representative Albrecht and that sparked his interest in government affairs. He said the student association had changed its name to "Snow College Student Association" to better match other USHE school student associations and reported on the new structure for student leaders. President Mayorga reported that he is writing a letter to all new students inviting them to participate in the back-to-school events, and he shared his goals of unifying student leaders, including Richfield more, and emphasizing clubs this year.

Report from the Alumni Association

Trustee Christensen invited board members to attend the upcoming golf tournament and benefit dinner fundraising activities. Trustee Kahn said he would be financially supportive of the events and challenged all trustees to do the same.

Report from the President

Report items were shared throughout the meeting with various agenda items. President McIlff did talk briefly about the upcoming legislative day where legislators would come to campus and then ride ATVs up Ephraim Canyon and invited trustees to join the group if interested.

Report from the Chair

Chair Keisel thanked everyone. She said her love for Snow College has grown as she's served on the board. She commended President McIff for her vision and charged the trustees and administration to hold on to aspirational statement. She noted that the roles and responsibilities of the trustees will likely change with the new state board, and she encouraged the group to draw on the strength of each other as changes occur. All trustees thanked Chair Keisel for her decade of service and wished her well. President McIff added her gratitude for Chair Keisel's leadership and friendship and invited her to stay involved with college activities.

Motion to Adjourn

Trustee Christensen made a motion to adjourn. Vice Chair Robinson seconded the motion, and it passed unanimously.

A handwritten signature in cursive script that reads "Marci Larsen". The signature is written in black ink and is positioned above a horizontal line.

Marci Larsen, Board Secretary

Approved: November 20, 2023