



Board of Trustees Meeting Minutes

June 25, 2021 • Richfield UT & Zoom

Trustees

Kay Christensen
Randy Cox
Brady Curtis
Jeff Kahn
Leslie Keisel, Chair
Erma Kaye May
Rick Robinson, Vice Chair
Karen Soper

College Personnel

Wayne Bushman, Internal Audit Director
Teri Clawson, Enrollment AVP
Brad Cook, President
Josh Hales, HR Director
Carson Howell, Finance VP
Melanie Jenkins, Interim Provost
Diane Johnson, Online AVP
Marci Larsen, Secretary to the Board
Stacey McIlff, Tech Ed VP
Rob Nielson, Assistant to the President
Bill Schuetz, CIO
Larry Smith, Faculty Senate President
Heidi Stringham, Richfield Operations
Bryce Warby, Internal Audit/Accountant

Others

Jen Cook, First Lady
Morris Haggerty, Legal Counsel
McIlff Family Members (partial)
Dave Ogden, Richfield Mayor (partial)

Welcome

Chair Keisel called the meeting to order and welcomed the group. She extended a special welcome to the McIlff family and introduced Bill Schuetz, the college's new Chief Information Officer.

Minutes from the Previous Meetings

Vice Chair Robinson made a motion to approved the May 19 meeting minutes. Trustee Kahn seconded the motion, which carried unanimously.

Resolution of Remembrance and Appreciation for Kay L. McIlff

Vice Chair Robinson read a resolution of remembrance and appreciation for Kay L. McIlff, and trustees greeted the family. Mark McIlff, Kay's son, thanked the board. Mayor Dave Ogden commented on Kay McIlff's contribution to the college and community and shared his thoughts on "acting well thy part." Trustee Kahn made a motion to adopt to resolution of remembrance and appreciation for Kay McIlff. Trustee May seconded the motion, which carried unanimously.

Account Write-Off

Vice President Howell reviewed the report details and highlighted the positive downward trend. Trustee Christensen asked what happens to students who can't pay, and AVP Clawson talked about the early alert programs in place. Trustee Christensen made a motion to approve the account write-offs as presented. Trustee Kahn seconded the motion, and it passed unanimously.

Vice President Howell thanked Bryce Warby for his work on this process and announced his new role with Internal Audit. Wayne Bushman said he had been trying to get additional help with Internal Audit and was able to do that after an internal search. Chair Keisel informed the board of Wayne's new role with USHE and the board thanked him for this service

Budget

Vice President Howell referred to the annual budget report and gave an overview of notable changes, COVID-19 funding, key legislation, tuition and fees, compensation and salaries, retirees, and facilities/improvements. He also reviewed the detailed budget tables and said the college is a good position financially. Trustee Kahn made a motion to approve and adopt to proposed budget. Trustee Christensen seconded the motion, and it carried unanimously.

Investment Report

Vice President Howell reminded the board that the college is now using Clearbrook for investments, and he said they have increased the fund. Trustee Kahn and Trustee Cox said they would like to have the investment firm present to the board, and Vice President Howell said he would make those arrangements. Trustee Soper made a motion to approve the report as presented. Trustee Christensen seconded the motion, and it carried unanimously.

Report from the Audit Committee

Vice Chair Robinson said the Audit Committee had met prior to the full board meeting and made a motion to approve the presidential travel audit. Trustee May seconded the motion, and it passed unanimously. Vice Chair Robinson also made a motion to approve the investment audit. Trustee Christensen seconded the motion, and it passed unanimously.

The trustees discussed the audit on Food Services. Vice Chair Robinson commented the Food Services' customer service and quality of food and said the recommendations in the audit are to help on the backside of operations. He asked if there could be a restaurant management system put in place and/or a report back in six months and follow-up in a year. Rob Nielson, Assistant to the President for Athletics and Auxiliary Services, said he will look into options and shared another perspective on Food Services. Specifically, he said he is focusing on getting equipment up to industry standard and said he would prefer to spend resources there instead of on a restaurant management system. He noted the challenges with auditing an auxiliary after lost revenue due to COVID and committed to take care of the people and equipment. President Cook thanked Rob for systemizing the processes and supporting the employees. Trustee Kahn attested to the high quality of food and asked for list of inventory needs. Chair Keisel asked Mr. Nielson to relay the trustees thanks to the Food Services staff for the customer service and hospitality they show.

Arizona Football Partnership

Provost Jenkins said the Arizona football program is a great partnership of academics and athletics. Rob Nielson reminded the trustees that Arizona schools dropped football and shared the plan for the college to help the 400-500 players who are required to be college students. He said President Cook met with league organizers to propose that Snow College be their source of education, and Provost Jenkins said the college is adding online classes and tutoring services, providing a GE certificate credential, and will take a team to Arizona to help the athletes enroll. AVP Clawson said the college has the opportunity to offer Title IV funds and has hired Dave Arslanian to be the liaison between the college and players. President Cook suggested that the trustees think of the league as an intramural program with no liability. Trustee Christensen said this proposal is innovative, and Chair Keisel commended the league for requiring the athletes to be students. Provost Jenkins said that in order to offer the program as a class, USHE recommended having the board approve the class and fee. Trustee Kahn asked about curriculum and was told it includes conditioning, practice, college survival tips, and football strategy. Hearing no more discussion on this topic, Trustee Christensen made a motion to approve the partnership with the Arizona Football League and specifically approve implementing the related classes and fees as proposed. Trustee Soper seconded the motion, and it carried unanimously.

R410: AAS Construction

Provost Jenkins shared the proposed revisions of the current construction program, noting it has more options and an additional certificate option. She thanked Vice President McIlff for working with faculty and said the driving force for this change is to give different pathways and better meet students' needs. Trustee Christensen made a motion to approve the curriculum change. Trustee Soper seconded the motion, and it carried unanimously.

Chair from the Report

Chair Keisel thanked Morris Haggerty, who has been assigned as the college's legal counsel from the Attorney General's Office, for his advice and support over the years. She wished him well in his retirement, and several trustees shared their personal expressions of thanks. She also expressed appreciation to Trustee David Christensen, who was unable to attend the meeting, for his service on the board. His term has expired, Chair Keisel said, and she also wished him the best.

For informational purposes, she also reminded the trustees of their approval of the naming rights for the Wellness Center. The donor, she said, proposed for a slight modification, which the administration agreed to accept. The center will now be called the Ruth Keisel Jensen Wellness Center rather than the Ruth D. Keisel Wellness Center.

Report from the Student Association

Student Body President Curtis said his team has been working on activities for Fall Semester and collaborating with other departments to make sure all students know what is available on campus. He said he has also spent time with Trio students this summer and is realizing more and more how special the Snow College experience is. He said he wants to make sure all students are involved and feel their voices are heard. Chair Keisel thanked President Curtis for his inclusive approach.

Report from the Alumni Association

Trustee Christensen said COVID put a kink in the traditional Homecoming activities in 2020 and reported the two distinguished alumni cannot attend Homecoming on September 25. He said the alumni board will plan another event to honor them. He also said the board is reaching out to international alumni and will try to find a board member to help.

Audit Committee Report

Vice Chair Robinson had nothing more to add to his agenda item that was addressed earlier in the meeting.

President's Report

President Cook thanked Stacey McIlff and Heidi Stringham for hosting the group in Richfield. He also thanked those who were able to travel to Little Rock to support the football team in their national championship game. He congratulated the athletes, acknowledged Rob Nielson's leadership in the Athletic Department, and asked Mr. Nielson to give a recap of the season. Coach Nielson highlighted student successes (including the following impressive GPAs: Men's Basketball = 3.04, Women's Basketball = 3.63, Men's Soccer = 3.17, Women's Soccer = 3.61, Softball = 3.58, Volleyball = 3.56) and said success results in more opportunities for students and coaches. He noted their accomplishments on and off court/field. Coach. Nielson also expressed his appreciation for the president's and board's support.

To conclude his report, President Cook shared two pieces of good news: The Building Board's approval of the Richfield housing project and an unexpected gift where Snow College was named as the sole beneficiary of a family trust. He said both the housing project and the gift will help move the college forward.

Technical Education Update

Vice President McIlff gave a brief update on technical education happenings. Specifically, she reported on the Great Basin Station work day and thanked those who participated in that event. She also said she is working with various groups to finalize the development and implementation of the EMS program and Learn & Work 2.0 initiative.

Academic Affairs Update

Provost Jenkins referred to the agenda and reviewed the new 2021 faculty members. She said the student success team has met and is proposing innovative projects that will provide just-in-time services to help students with unique challenges. She said the Academic Affairs team is working with faculty on post-COVID teaching strategies, enhancing traditional online, improving quality and consistency of AOL, and venturing into new territory for CBE format. As part of the Academic Affairs update, Provost Jenkins invited AVP Johnson to give a brief update on online learning and Faculty Senate President Larry Smith to address the board. Dr. Smith thanked the trustees and said faculty know they are fortunate to be teaching at Snow. He invited trustees to come to his class if they wanted a student experience. He also said he's working with the Faculty Association to do a survey and shared a URL to give the trustees an opportunity to learn more about free speech and academic freedom.

Finance and Administrative Services Update

Vice President Howell quickly summarized all that has been happening in finance which had already been

addressed during the meeting – write-offs, budget, urgent care center, Richfield housing, CIO search – and jokingly said other than that, he's trying to find time to clean off his desk. He noted this is Josh Hales' last meeting as HR Director and wished him well as he returned to the classroom.

Enrollment Management Update

AVP Clawson said enrollment numbers are up 12 percent and said the college is working with SUU on a "Snowbird" partnership. She also shared feedback from the hired enrollment consultant and commented on the real estate challenge students and employees are experiencing as enrollment numbers increase.

Adjournment

Prior to the meeting adjourning, Trustee Kahn invited trustees to participate in the upcoming golf tournament and dinner. Both events, he said, will raise money for student scholarships. Chair Keisel then made a motion to adjourn the meeting. Trustee Christensen seconded the motion, and it carried unanimously.


Marci Larsen, Board Secretary

Approved: September 10, 2021