



Board of Trustees Meeting Minutes
November 21, 2022 • Richfield Campus

Trustees

Kay Christensen
Jon Cox
Randy Cox
Heather Groom
Leslie Keisel, Chair
Rick Robinson, Vice Chair
Jackson Rowley
Derek White

College Personnel

Teri Clawson, Enrollment AVP
Matthew Gowans, Faculty Senate President
Tammy Hales, Staff Association President
Carson Howell, Finance VP
Melanie Jenkins, Provost
Marci Larsen, Board Secretary
Stacey McIlff, President
Rob Nielson, External Affairs VP
Jay Olsen, Tech Ed VP
Heidi Stringham, Richfield Coordinator

Others

Jessie Anderson, State Board Vice Chair
Kurt Bradburn, Legal Counsel
Rich Christiansen, State Board Member

Welcome

Chair Keisel called the meeting to order and led the group in the Pledge of Allegiance. She welcomed everyone and thanked those who had made the arrangements for the meeting.

Minutes from the Previous Meetings

Chair Keisel entertained a motion to accept and approve the minutes from the September 7 and October 26 meetings. Trustee Christensen so moved. Trustee Jon Cox seconded the motion, and it carried unanimously.

New Trustee Oath of Office

Marci Larsen administered the Oath of Office to Trustee Derek White.

Name Change for Academic Departments

Provost Jenkins explained the challenges of having small departments and said the faculty asked to consolidate three departments (TESL, ESL, and Foreign Languages) to be more efficient and effective. Vice Chair Robinson made a motion to combine the TESL, ESL, and Foreign Language departments and name it the Language and Linguistics Department. Trustee Randy Cox seconded the motion, and it carried unanimously.

Ellucian Campus Logic

Vice President Nielson reviewed the benefits of adopting a software program to assist with the scholarship process. It provides more opportunities for students, he said, removes the archaic process of tracking data in Excel, and helps with employee turnover in the Scholarship Office. Trustee Jon Cox asked how this impacts Financial Aid and was told the programs work together. He said the end goal should be to make the process better and more accessible for students. In response to Trustee Cox's suggestion that the federal financial aid application be required, State Board Vice Chair Anderson said the system is working to streamline processes and increase FASFA applications. Because the total contact exceeds the \$200,000 threshold, trustees were asked to approve the expense. Student Body President Rowley shared his experience of applying for scholarships and other schools and said he supports the improvement. Trustee Christensen made a motion to approve the contract with Ellucian CampusLogic as presented. Trustee Rowley seconded the motion, and it carried unanimously.

Strategic Discussion: Institutional Priorities, Visual Statements, Restructure

President McIlff reminded the board of the state's priorities of access, completion, and high-yield jobs and

reviewed the internal discussions focused on Snow College's role in accomplishing these goals. To better do this, there were slight changes in the organizational structure, she said. She also reported that cabinet had met and created institutional priorities which were shared with the trustees. The priorities, she said, are reviewed regularly in cabinet meetings. She shared the statements created with cabinet members and trustees, and a more detailed discussion ensued. Trustee Jon Cox suggested the college talk about debt in terms of it not being as big of issue for Snow students because of the affordable price, and Trustee Randy Cox shared a story of an individual who met at his spouse at Snow and holds the college in high regards. Trustee White suggested highlighting the importance of the life experience gained by being on a residential campus (as opposed to accelerating their college degree while in high school), and several statistics on persistence rate of students who have a job were shared. At the conclusion of the discussion, trustees asked the administration to move forward with the aspirational statements of students graduating "debt-free with work experience and a plan for the future" and emphasizing the quote – "Students who find Snow College will find themselves" – made by a former commencement speaker. **There was a procedural vote of support to move forward with this concept; the formal action will take place at the next board meeting.**

State Board Member Christiansen said this is a major competitive advantage and thanked trustees for providing guidance and supporting the state's priorities. He also encouraged trustees and administrators to integrate completion with tech ed and the traditional college experience as they make decisions. President McIlff thanked Board Member Christiansen and Vice Chair Anderson for their advocacy and support and said the college is fortunate to have them as the assigned representatives. Both state board members shared their excitement for having the assignment to work with Snow College.

Committee Assignments & Roles for Trustees

Chair Keisel led a discussion of how trustees can support the administration in working on the state priorities and provided a summary of possible assignments. She recognized the fine line between governance and management and said the trustees' role is to advise and be informed while administration's role is to keep trustees informed and do the day-to-day work. Trustee Christensen asked how much involvement should be expected, and state Board Member Christiansen said trustees set priorities and vision and ensure accountability. Trustee Groom added the importance of fulfilling the governing role and helping make connections to advance the college. Chair Keisel thanked Board Member Christiansen for his guidance and help in clarifying the trustees' role. She also thanked President McIlff for keeping the board more informed and holding everyone accountable. Trustee Christensen also complimented President McIlff for her leadership style and work ethic, as did others. Chair Keisel asked trustees if they were willing to accept the assignments as outlined. Trustee Jon Cox said he appreciated the discussion and approach. Others agreed.

President McIlff thanked trustees and state board members for their support and passed the shared compliments onto cabinet members. She talked briefly about the newly-formed community councils and said there are many stakeholders who want to help Snow College.

Enrollment Contracts and ROI

AVP Clawson reviewed multiple contracts and the return on investment for each. Trustees thanked AVP Clawson for the information and were able to ask questions. They asked that ROI consideration be given before committing to additional contracts.

Campus Master Plan

Vice President Howell said the master plans should be updated about every five years. He said the

college is off schedule due to COVID and wanted to let trustees know he will be starting this process in the next few months. He invited board members to forward any ideas or feedback on the master plan to him.

Report from Faculty Senate

Dr. Gowans thanked the trustees for the opportunity to participate in the meeting and shared several pieces of good news from the faculty. One highlight was the Ethics Bowl success which, he noted, focuses not only on winning but on respect and team work. Chair Keisel thanked Dr. Gowans for his leadership and asked that the board's appreciation be relayed to faculty members.

Report from Staff Association

Ms. Hales gave a detailed report on recent Staff Association happenings, including everything from professional development opportunities to Halloween costume competitions. She thanked President McIlff for meeting with faculty and staff leadership and told trustees there is a better feel on campus and employees seem more satisfied. Chair Keisel thanked Ms. Hales for her work and asked her to share the board's appreciation with staff members.

Report from Student Association

Trustee Rowley updated trustees on student projects and said he is most excited about roller skating in the student center and a permanent block S added to campus. He talked briefly about the food drive competition the college participated in with local high school students and said the event raised nearly \$10,000 for the local food bank. Chair Keisel asked about Buster's Pantry (the food bank on campus), and Vice President Nielson said it is very busy and well-utilized. Trustees asked that they be kept informed if there are financial needs there to help ensure students are not hungry. Vice President Nielson thanked trustees for their generosity and thanked President Rowley and the staff in the Student Life Office for making the student center more welcoming to all students

Report from the Alumni Association

Trustee Christensen recapped Homecoming events and invited all trustees to join the President's Club.

Tech Ed Grants and Industry Partnerships

Vice President Olsen shared student success stories and complimented faculty for providing real-live, hands-on experiences at Snow College. He also reviewed the provided handout with tech ed grant funding and current enrollment numbers. To conclude, he updated the trustees on industry partnerships and pathway development.

Foundation, Athletics, and Alumni Update

Vice President Nielson thanked Trustee Christensen for his work with the alumni board. He said the college is in the process of hiring a fundraiser and alumni relations officer for the Advancement Office. In addition to giving current standings for the athletic teams, Vice President Nielson also highlighted a basketball reunion, a recognition of a former football coach, and a goal to improve academic success for all athletes. Auxiliary Services, he said, is now offering a meal card for faculty and staff which benefits employees and students because of the decreased costs for employees and the increased employee/student interactions in the college cafeteria. This initiative has been successful he said, as are the campus store and housing operations.

Leadership Certificate Update

Provost Jenkins said her office is working to embed leadership topics (such as drive, mind-set, work ethic, emotional intelligence, self-awareness, and other soft skills) and experiences throughout the entire

curriculum and college. She said a task force has met to review competencies, outcomes, requirements, and micro-credentials. The goal, she noted, is to have this leadership focus become a culture at the college.

Report from the Chair

Chair Keisel said she joined a meeting with other chairs and the governor to discuss a tuition freeze and reported the only concern from all institutions is compensation. She warned that if the freeze happens, the college will need to cover the unfunded compensation costs.

Chair Keisel also reported on the presidential search. She said she is working with the State Board of Higher Education and staff in the Commissioner's Office to identify search committee members. Once that is finalized and announced, public forums to solicit input on the job description will be held, she said.

Motion to Adjourn

Trustee Christensen made a motion to adjourn. Trustee Randy Cox seconded the motion, and it passed unanimously.



Margi Larsen, Board Secretary

Approved: January 17, 2023