



## Board of Trustees Meeting Minutes DRAFT

March 18, 2022 • Noyes Building Founders Hall

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### *Trustees*

Kay Christensen  
Jon Cox  
Randy Cox  
Brady Curtis  
Heather Groom  
Jeff Kahn  
Leslie Keisel, Chair  
Rick Robinson, Vice Chair  
Karen Soper

### *College Personnel*

Teri Clawson, Enrollment AVP  
Brad Cook, President  
Sherri Hansen, Budget Director  
Carson Howell, Finance VP  
Melanie Jenkins, Provost  
Diane Johnson, Online AVP  
Marci Larsen, Board Secretary  
Stacey McIlff, Tech Ed VP  
Rob Nielson, Assistant to the President  
Larry Smith, Faculty Senate President  
Rachelle Holbrook, Wellness Advocate

### *Others*

Hollie Andrus, State Auditor's Office  
Abby Potter, State Auditor's Office

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### Welcome

Chair Keisel called the meeting to order, commented on how nice it was to be meeting again in person now that COVID-19 guidelines allow group gatherings, and expressed sympathy to Karen Soper and Teri Clawson on the recent deaths of family members.

### Minutes from the Previous Meeting

Chair Keisel noted one correction made in the February 25, 2022 minutes where "formal" needed to be changed to "former" in defining the internal auditor. With that edit, Trustee Soper entertained a motion to approve the minutes. Trustee Kahn seconded the motion, and it carried unanimously.

### State Financial Statement Audit Report

Holly Andrus and Abby Potter from the State Auditor's Office reviewed the Government Auditing Standards Report for the year ending June 30, 2021 and reported one finding and recommendation. They said they watch procurement practices at all institutions and noted one area of concern with the president committing to a contract prior to board approval. Trustees said they were aware of the contract prior to the formal approval, as stated in the response letter, and asked for a cleaner process in the future. The auditors said there would be changes in standards that the Controller's Office will need to do as well. Vice Chair Robinson thanked the auditors for their work and complimented Vice President Howell for fostering positive relationships with the state office. Chair Keisel added her appreciation, and Vice Chair Robinson made a motion to accept and approve the audit report as presented. Trustee Kahn seconded the motion, and it passed unanimously.

### 2022-23 Tuition

Student Body President Curtis and Vice President Howell reviewed the tuition approval process and asked trustees to approve a 5% tuition increase. They said there was no proposed fee increase. The trustees discussed the relationship between being able to claim "least expensive college" and enrollment numbers, and Trustee Christensen and Trustee Groom emphasized the importance of articulating the value proposition of a Snow College education. Trustee Randy Cox asked how the proposed tuition increases would impact compensation. Vice President Howell elaborated on the preliminary compensation plan, and board members asked the administration to keep compensation as a top priority when allocating the additional funds received from the legislature. Trustee Christensen made a motion to

approve the tuition and fees as recommended. Trustee Kahn seconded the motion, and it passed unanimously.

#### Key Issuance Policy

Vice President Howell presented the key issuance policy, noting it had been through the established process and all questions had been addressed. With that assurance, Trustee Jon Cox made a motion to approve the Key Issuance policy. Trustee Soper seconded the motion, and it passed unanimously.

#### Tobacco and Vape Free Campus

Student wellness advocates, Jaelyn and Cole, explained their student-led initiative to create a vape-free campus. Their advisor, Rachelle Holbrook, shared statistics and practices at other institutions and said Snow College already is a tobacco-free campus. Trustee Christensen made a motion to approve the Tobacco and Vape Free Campus policy. Trustee Curtis seconded the motion, and it passed unanimously. Trustee Groom suggested that “they why” be shared as the policy is and announced and enforced.

#### Advancement Recommendations

Provost Jenkins reminded trustees of the advancement and tenure process at Snow College and recommended the following actions: Jonathan Bodrero be advanced to Professor (Math), Chad Dewey be advanced to Associate Professor (Natural Resources), Steven Hart be advanced to Associate Professor (Physics), Rachel Keller be advanced to Professor (English), and Danni Larsen be advanced to Associate Professor (Home and Education). Vice Chair Robinson made a motion to approve the list of presented names. Trustee Jon Cox seconded the motion, and it passed unanimously.

#### Commencement Speakers

President Cook asked for final approval on commencement recognitions. Trustee Soper made a motion to confer an Honorary Doctorate of Humane Letters on Evan Vickers, Stuart Adams, and Deidre Henderson. Vice Chair Robinson seconded the motion, and it passed unanimously. Trustees also have the responsibility to approve students recommended for graduation. Candidates’ names were presented, noting degrees would only be granted to those who completed the graduation requirements. Trustee Soper moved approval for the provided names. Trustee Jon Cox seconded the motion, and it passed unanimously.

#### Sevier Valley Center Naming Opportunity

President Cook reminded the trustees of Ralph Okerlund’s help in securing the additional, ongoing legislative funding and recommended naming the Sevier Valley Center the Ralph Okerlund Center (the ROC) in his honor. Vice Chair Robinson so moved, and Trustee Christensen seconded the motion. The motion carried unanimously.

#### Student Body President Report

President Curtis reported on end-of-year activities and reflected on his experience as the student body president. He expressed his appreciation to the trustees, and they echoed their appreciation for his work and leadership.

#### Alumni Association Report

Trustee Christensen updated the board of alumni activities and invited trustees to be involved with the association’s events. He shared a story told at the Distinguished Alumni event that highlighted Trustee Cox’s character and – to reward the kindness he had shown in elementary school to younger classman who is now an alumni board member – gave him a long-overdue jar of candy.

### President's Report

President Cook congratulated Coach Rob Nielson for earning a trip to the national tournament with his basketball team and commended him on a successful coaching career. Trustee Soper added her thanks to Coach Nielson for supporting the high school swim team, and others added their compliments as well. President Cook also thanked Senator Owens and other local legislators for their work with the legislative session and commented the college was treated very well with legislative funding. The one disappointment he noted, was not receiving funding for the Rural Development Center on campus.

To conclude, President Cook asked Rob Nielson to give a report of the summer youth program that will take place on campus. Mr. Nielson reported that the college will host 10 sessions (2/week) For the Strength of Youth (FSY) program organized by the Church of Jesus Christ of Latter-day Saints. He said there will be nearly 1,500 participants per week and shared his excitement for this opportunity for the youth and for the college. He said the college can share college marketing materials with the participants, and trustees asked that the college utilize and share recruitment resources as appropriate.

### Enrollment Report

Teri Clawson, AVP for Enrollment Management, reported that numbers look good for Fall Semester. She said there has been a positive response to the registration survey and initial rates of FASFA filings are higher than past years. Both are healthy indicators for increased enrollment, she said. AVP Clawson also reported that the recruitment team has a plan in place to promote the college during FSY and has received positive feedback from the newly-implemented counselor preview days.

### Academic and Student Affairs

Provost Jenkins shared USHE's food scarcity report which provided unsettling information about the number of Snow College students who self-report hunger. Trustee Kahn said when he learned of this concern, he committed \$10,000 to address the issue and invited other trustees to contribute as they are able. President Cook thanked Trustee Kahn for his generosity and assured trustees that the college would find ways to help these students in need. In other USHE news, Provost Jenkins updated the board on the course fees audit and said her office would be compiling information to present to the trustees. Provost Jenkins next told trustees about a recognition night where 76 faculty members who have received tenure and the rank of Professor had dinner and received a nice keepsake.

Faculty Senate President Smith also commented on the recognition night and thanked the administration for holding the event. He shared Senate's purpose and mission and thanked the trustees for their support. Dr. Smith said senate leadership would change for Fall Semester and added this could be his last trustee meeting. Trustee Christensen asked President Smith to relay the board's appreciation to faculty, and several in attendance thanked Dr. Smith for his steady leadership and reliable meeting attendance.

Trustee Kahn asked for an update on the leadership certificate being created through Academic and Student Affairs, and Provost Jenkins replied by informing the group that this is a work in progress and will involve multiple components. Trustee Christensen asked specifically that the student alumni club be included in the opportunities that will be made available.

### Richfield Campus & Tech Ed Report

Vice President McIlff shared the newly-created "THIS is college" video and said this campaign is attempting to combat apathy and help students see different options for college. She also talked about the Business Club's experiential learning in Disneyworld and the completer's day, where 150 prospective students who aren't planning to pursue a four-year degree, were each awarded a \$500 tech ed

scholarship. To conclude, Vice President McIlff reviewed a summary of the money appropriated and spending plan for technical education.

Administrative Services Report

Vice President Howell gave a brief report on his areas of responsibility. He specifically discussed the budget process and said the college is looking for ways to be more efficient. He highlighted the Office of Institutional Effectiveness, the improved Wi-Fi on campus, and the work of the Risk Management Office, who keeps the college's premiums and claims significantly lower than other schools.

Motion to Adjourn

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

A handwritten signature in black ink that reads "Marci Larsen". The signature is written in a cursive, flowing style. Below the signature is a horizontal line.

Marci Larsen, Board Secretary

Approved: June 13, 2022