



Board of Trustees Meeting Minutes
January 17, 2023 • Zoom

Trustees

Kay Christensen
Jon Cox
Randy Cox
Heather Groom
Jeff Kahn
Leslie Keisel, Chair
Rick Robinson, Vice Chair
Jackson Rowley
Karen Soper
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
Kenley Steck, Continuing Ed Coordinator

Others

Kurt Bradburn, Legal Counsel
R&R Communications Representatives

Welcome

Chair Keisel called the meeting to order. Given the weather, the group met via Zoom.

Minutes from the Previous Meetings

Chair Keisel entertained a motion to accept and approve the minutes from the November 21, 2022 meeting. Trustee Kahn so moved. Trustee Randy Cox seconded the motion, and it carried unanimously.

Commencement Speakers and Recognition

Chair Keisel said the executive committee had met and approved the request from administration to proceed with inviting commencement speakers. She entertained a motion to ratify the decision to have Congressman Chris Stewart speak at the Ephraim Ceremony and former-President Gerald Day speak in Richfield. Both speakers, plus LuAnn Day, would receive honorary degrees, she said. Trustee Soper so moved. Trustee Groom seconded the motion, and it carried unanimously.

Training

Kelsey Richardson and Matt Discroll, representatives from R&R Partners, shared information on crisis communication and the trustees' involvement with guiding the institution through difficult situations. President McIlff summarized by reminding board members that incidents will happen and assuring trustees that college leadership will continue to take necessary steps to be as prepared as possible for emergency situations. That preparation, she noted, includes developing a team who can respond quickly, being mission-based in decisions, having accurate information, and utilizing resources such as R&R if needed.

The recent death of a student, Paige Rydalch, is one example of these kinds of unexpected situations, President McIlff said. She expressed sympathy to the family and thanked those involved with handling the communication and care-giving needs throughout the tragedy. Trustees also thanked administration for keeping them informed in this tragic situation.

Statewide Attainment Goals

President McIlff reviewed statewide attainment goals and said there has been confusion at the state level on reported numbers. She said she would continue to work with USHE and return to the trustees with final numbers.

Institutional Aspiration Statement

President McIlff reviewed the aspirational statement and answered questions. After clarifying that the bullet points on the provided document were for defining what an aspirational statement is, Trustee Christensen made a motion to approve the following statement: “Students graduate debt free, gain work experience, and develop a plan for the future. Those who find Snow College will find themselves.” Trustee Randy Cox seconded the motion, and it passed unanimously.

Report from Student and Academic Affairs Committee

Trustee Kahn made a motion to approve the Medical Assistant Certificate and Certificate in Digital Marketing. Trustee Christensen seconded the motion, and it passed unanimously. Trustee Kahn also updated the group on enrollment (which is up for fall and down for spring), and Trustee White and Vice President Olsen shared more details on the increased interest and need for digital marketing. Provost Jenkins shared student success tactics and the positive impact they are making.

Report from Finance and Facilities Committee

Trustee Randy Cox said exciting things are happening with the finance and facilities committee. He asked Vice President Howell to talk briefly about the property in Indianola and student health center, which he did. Vice President Nielson gave an update on FSY, auxiliary services, and the interest in health services and sports medicine, per Trustee Cox’s request. Trustee Randy Cox made a motion to proceed with the sale of the discussed property in Indianola. The motion was seconded by Trustee Christensen and carried unanimously.

Report from the Audit Committee

Trustee Robinson reported on shared service agreement with USHE for the audit function. He made a motion to approve the 2023 audit plan and updated internal audit charter. Trustee Soper seconded the motion, and all voted in favor.

Report from Faculty Senate

Dr. Gowans commented on the hard work, support, and positive environment at Snow College. He said there’s a good culture of faculty providing care for students and noted that is not common at other institutions. He thanked faculty for creating those kinds of positive relationships with students, and Chair Keisel complimented faculty on their personal attention to students.

Report from Staff Association

Ms. Hales talked about some of the recent activities for Staff Association. She also thanked faculty leadership for inviting her to meet with them and collaborate.

Report from Student Association

Trustee Rowley said there is a sadness among students with Paige’s death. He shared his personal connection with her and informed the board of the vigil scheduled to honor her and the life she lived. President Rowley said student leaders cancelled the scheduled inaugural skate night out of respect for those grieving and reported on the block S project he is hoping to complete this year.

Report from the Alumni Association

Trustee Christensen recently met with the alumni board and said he is looking forward to a very active 2023, which will include a golf tournament. He announced that Karl Rostron will be the new alumni president effective July 1 and asked that he be invited to a Board of Trustee meeting prior to taking office. Trustee Kahn thanked Trustee Christensen for his work.

Report from the President

President McIlff updated the board on institutional goals. She said student service staff members are working on a Latino/Hispanic enrollment and support plan and happily announced that all employees are now compensated at 95% of CUPA data. She highlighted tasks that will be the next priority for reaching goals and thanked cabinet members for their work. To conclude, President McIlff shared a legislative preview and invited trustees to join college leadership at the first-ever Snow Day on the Hill. Chair Keisel thanked President McIlff for her energy, enthusiasm, and vision.

Report from the Chair

Chair Keisel updated the board on the presidential search process. She noted the upcoming public forums and invited everyone to attend and submit comments online. She outlined USHE's requested timeline and emphasized the committee would take the necessary time to find the best person for the job.

Motion to Adjourn

Before adjourning, Trustee White asked for a contact to discuss Richfield housing and offered his resources to help with digital marketing. He also talked about Silicon Slopes opportunities and offered to help there as well. President McIlff thanked him for his generosity.

Trustee Christensen made a motion to adjourn. Trustee Karen Soper 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: March 17, 2023