



Board of Trustees Meeting Minutes January 10, 2020 • Ephraim, Utah

Trustees

David Christensen
Kay Christensen
Jon Cox
Randy Cox
Jeff Kahn
Leslie Keisel, Chair
Erma Kaye May
Rick Robinson, Vice Chair
Ben Scheffner
Karen Soper

College Personnel

Wayne Bushman, Internal Auditor
Teri Clawson, Enroll Assistant VP
Brad Cook, President
Josh Hales, HR Director
Beckie Hermansen, IR Director (partial)
Steve Hood, Provost
Carson Howell, Finance VP
Melanie Jenkins, Academic Assoc Provost
Marci Larsen, Board Secretary
Derrin Owens, Econ Dev Dir

Larry Smith, Faculty Senate President
Heidi Stringham, Richfield Exec Dir
Meagan White, Controller (partial)

Others

None

Welcome and Pledge of Allegiance

Chair Keisel called the meeting to order and led the group in the pledge of allegiance. She thanked Trustee Christensen for the treats and expressed appreciation to Marci Larsen for her preparation for the meeting.

Minutes from the Previous Meeting

Chair Keisel called for approval of the September 20, 2019 and November 6, 2019 minutes. Trustee Jon Cox so moved, and Trustee Kahn seconded the motion. The motion carried unanimously.

Honorary Degree and Commencement

President Cook said he is still working on securing a speaker for Ephraim's commencement ceremony, and the group discussed possible speakers. Trustee Jon Cox made a motion to accept President Cook's recommendation to invite Alan Hall to speak in Richfield and to give Francis Gibson an honorary degree in Ephraim. Trustee Soper seconded the motion, and all voted in favor.

Report from the Finance and Facilities

Committee Chair Randy Cox asked Dr. Howell to summarize the August, September, and October investment reports, which he did. He focused primarily on the October 2019 report, which was provided at the meeting. Josh Hales briefly summarized the Performance Evaluation Policy, the Nepotism Policy, and the Restrictions on Relationships Policy. Trustee Kay Christensen made a motion to approve the policies and the investment reports. Trustee Kahn seconded the motion, and it carried unanimously.

Academic and Student Affairs Committee

Committee Chair Soper said they had an informative meeting. She made a motion to grant final tenure, effective July 1, 2020, to the following faculty: April Anderton (Nursing), Andrew Bahlmann (English), Bridget Bennett (Nursing), Udambor Bumandalai (ESL), Kathy Fellers (English), Steve Hart (Math), Diane Hill (Math), Bryant Jones (Chemistry), Philip Kuehn (Music), Kade Parry (English), Adrian Peterson (Biology), Kyle Rowley (Engineering), Dennis Schugk (Criminal Justice/Social Work), and Kellyanne Ure (English). Trustee David Christensen seconded the motion, and it carried unanimously. Trustee Soper also made a motion to approve the proposed changes, as detailed in the R401 documents, to the Diesel and Heavy Duty Mechanics Technology program and the Automotive Technology program. Trustee Kahn seconded the motion, and it carried unanimously.

Trustee Soper briefly summarized the informational items, noting that faculty see the value in the foundation classes and that there is still some work to do in helping students see the connections between the three disciplines. She also informed the group of a mental health summit that is currently being planned and said those involved with the Richfield housing project continue to work through details of the complicated process.

Audit Committee Report

Committee Chair Robinson said the audit committee met in November. He referenced the documents included in the meeting agenda and moved approval of Internal Audit Letter- R541 Investment Report. Trustee David Christensen seconded the motion, and all voted in favor. Trustee Robinson next reviewed the Board of Trustees Audit Committee Charter, which tells where the

committee gets its authority, and the Internal Audit Charter, which governs the work of the Internal Audit Office. Trustee Randy Cox made a motion to approve both charters. Trustee Kay Christensen seconded the motion, and it carried unanimously. Trustee Robinson thanked Wayne Bushman for his good work, and Mr. Bushman returned the compliments by sharing a compliment the USHE internal audit offered after the last audit committee meeting. Trustee Robinson noted the preliminary audit schedule that is a working document and will be presented as an action item at a future meeting.

Accreditation Update

Dr. Beckie Hermansen joined the meeting and presented three documents: Institutional Effectiveness, Environmental Scan, and the draft version of the Self Evaluation. She showed the trustees the dashboard feature and shared changes with the Northwest Association. Upon President Cook’s request, she told the trustees about the Aspen Award. She said the college has been nominated again. Trustees expressed appreciation for the wealth of information.

Report from the Student Body President

President Scheffner said the Student Life Office is in the process of starting elections for next year’s officers and shared an update on recent student activities including Wellness Wednesdays, a lip sync for leadership teams, and facilitating help with the census process. He said student leaders continue to work with Richfield and try to be personal in their invitations. He asked if there were questions and invited trustees to share feedback anytime. Chair Keisel thanked Trustee Scheffner for his leadership.

Report from the Alumni Association

Trustee Kay Christensen shared details of the Alumni Family Scholarship Program, saying the goals are 1) to tie parents, grandparents, and great grandparents to Snow College and encourage them to invite their posterity to attend Snow College and 2) to have parents, grandparents, and great grandparents establish a scholarship in the name of the giving parents, grandparents, or great grandparents to encourage their posterity to attend Snow using a family scholarship fund. Trustee Kahn asked who sets the criteria for the scholarships, to which Trustee Kay Christensen said the family does. President Cook shared an alumni success story highlighting Mr. Nakao in Japan.

Report from the Chair

Chair Keisel said how much she appreciated the opportunity to meet with staff, like the group did today during lunch. She also congratulated the college on the #1 ranking and asked President Cook to take her time to talk about this honor.

Report from the President

President Cook gladly accepted the invitation to brag and said this incredible news was the first item for his report. President Cook announced the Chronicle of Higher Education’s #1 ranking and said how proud he is of the college. He took no credit for the recognition but, instead, complimented the faculty, staff, and those who have served in the past. He noted we cannot understate the importance of this ranking. A copy of the announcement President Cook sent to stakeholders and employees, as well as slides from this PowerPoint presentation, is archived with the meeting minutes.

President Cook next informed the trustees of the statewide discussion happening around higher education governance and asked the trustees for their input. He asked if they were supportive of the idea of using Richfield to grow CTE. Trustee Jon Cox paused and asked if the intent is to do that in Richfield and keep Ephraim doing what it does well. He cautioned the college to be careful with dual mission and not neglect one area. Overall, there was support for the proposal to grow CTE, add on-line options, work with concurrent enrollment students, and continue to be the best at face-to-face delivery.

President Cook next shared the college's legislative budget priorities (detailed below), which trustees supported.

**FY2021 Performance Funding Request
Snow College (\$1,007,000)**

• 1 Year Associates Degree (Online)	\$150,000
• Faculty Lines for Bottleneck courses (2 FTE)	\$170,000
• Student Success Advisor	\$ 75,000
• Predictive Analytics	\$ 90,000
• Student Mental Health/Wellness	\$ 80,000
• Controller’s Office/Facilities	\$167,000
• Efficient and Effective Use of Space	\$ 50,000
• Competency-based Education	\$200,000
• Title IX	\$ 25,000
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• Advancement and Tenure (Tuition)	\$150,000
• 25% Salary and Benefit increases (Tuition)	\$223,632
• Planning \$ for Building	

**FY2021 Technical Education Funding
Snow College (\$617,300)**

• CTE Tuition Offset	\$266,300
• Expand CTE Programs	\$128,000
• New CTE Programming	\$ 98,000
• FT CTE Director	\$125,000

Sharing an update on the strategic planning process was the next item in President Cook's report. Dr. Howell, who is co-chairing the task force with Stacey McIff, said the group had first meeting and will be building on what has already been done. He said they will divide up into accessibility, affordability, and quality groups to continue to move forward with the regents' priorities. President Cook said the process is off to a strong start, and he commended Dr. Howell and Professor McIff for their leadership.

To conclude, the briefly mentioned other initiatives including partnering with universities for additional offerings, exploring options for delivering programs to the prison, contracting with a company to help with online education, researching possibilities for improved student health care services, and preparing to launch the Student Success Associate Provost search. Trustee Jon Cox commended the president for his bold, smart initiatives. Trustee Kay Christensen encouraged the administration to remember the college's role of being a junior college, and Trustee Robinson supported the growth-focused vision. Chair Keisel, as well as other trustees, also voiced their support for the initiatives. President Cook asked Teri Clawson to share an update on enrollment, and she said she is "optimistically pleased" the numbers for fully admitted students are up significantly for the fall. President Cook reported that while international student enrollments are up for this current term, the overall enrollment numbers are down when compared to last year. Because of this, he told trustees he is asking everyone to take a more conservative financial approach until the enrollments are realized.

Adjournment

Prior to adjourning the meeting, Chair Keisel reviewed the calendar, and the decision was made to cancel the February 14 meeting. President Cook also asked for feedback on the board meetings, and suggestions were noted. Trustee Jon Cox made a motion to adjourn. Trustee May seconded the motion, and all voted in favor.



Marci Larsen, Board Secretary

Pending Approval: March 18, 2020



January 7, 2020

Dear Friends,

We just received some incredible news. Snow College is ranked #1 in the nation for student success, according to an unsolicited report by the *Chronicle of Higher Education*, higher education's premier publication. The report, "ranks colleges that mainly serve students who are seeking an associate degree or preparing to transfer to a four-year institution by the percentage of first-time, full-time students who completed within 150 percent of the normal time [i.e., three years for an associates degree], transferred to another higher-education institution, or were still enrolled at the original college." As identified by the *Chronicle*, Snow College has an 85% student success rate.

This kind of success does not happen by chance. It is an incredible testament to the Spirit of Snow and the hard-working, committed faculty, staff, board members and supporters we have here. When students choose to come to Snow, they are placing themselves in the very best position possible to succeed. There is no better choice in the entire country for our category of institution. Let that sink in for a minute. When it comes to student care and high-touch support, no one in America does this better than Snow College. Snow is truly best in its class. And here is the best part. The best is yet to come.

A heartfelt thank you to all who throw themselves so fully into this work. It's an honor to work with you.

The report can be seen in its entirety at <https://www.chronicle.com>.

Bradley J. Cook

President

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[President's Office](#)

4-year public colleges that primarily offer associate degrees

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Rank	Institution	Adjusted cohort entering in 2012	Completers within 150 percent of normal time	Transfer-out students	Still enrolled, 2018	No longer enrolled, 2018	Completed, transferred, or still enrolled
1	Snow College	1,108	44.9%	39.5%	0.6%	14.9%	85%
2	Foothill College	1,040	62.7%	11.1%	6.3%	20.0%	80%
3	Alfred State College	976	53.5%	25.9%	0.1%	20.5%	80%
4	State U. of New York College of Technology at Delhi	820	42.7%	35.0%	0.2%	22.1%	78%
5	East Georgia State College	1,171	10.8%	66.0%	0.0%	23.2%	77%
6	Santa Fe College	1,274	57.3%	15.3%	2.4%	25.0%	75%
7	South Georgia State College	965	12.5%	61.0%	0.9%	25.5%	75%
8	Cypress College	678	30.4%	17.6%	24.2%	27.9%	72%
9	Brazosport College	330	20.0%	22.1%	30.0%	27.9%	72%
10	Vermont Technical College	140	55.0%	15.7%	0.0%	29.3%	71%

