



A meeting of the  
Snow College  
Board of Trustees

To be held  
Monday, June 20, 2011  
Committee Meetings at 12:00 p.m.  
Regular Board Meeting at 1:00 p.m.

In the  
Noyes Building  
Snow College  
Ephraim, Utah

This packet includes the agenda for the next meeting and minutes from the last meeting.  
If you desire special accommodations in order to participate in this meeting,  
please contact the Office of the President at (435) 283-7010.



# Agenda for the Board of Trustees

Monday, June 20, 2011 \* 1:00 p.m.  
Lorenzo and Erastus Snow Conference Room  
Noyes Building

1. Welcome.....Theressa Alder
2. Action Item: Approval of Minutes (Tab A).....Theressa Alder
3. Action Item: Academic Program Changes (Tab B).....Theressa Alder
  - a. Name Change – TSFL to TESL
  - b. Curriculum Change – Practical Nursing Certificate of Completion
  - c. Addition – Associate of Fine Arts, Visual Studies
4. Action Item: Academic Program Suspensions.....Scott Wyatt
  - a. Collision Repair
  - b. Drafting
  - c. Culinary Arts
  - d. Graphic Arts
5. Action Item: Investment Reports (Tab C) .....Marvin Dodge
6. Action Item: General Budget 2011-2012 (Will be Emailed).....Marvin Dodge
7. Action Item: Audit Committee Items (Tab D).....Dan Jorgensen
  - a. Report
  - b. Internal Audit Department Charter
  - c. Internal Audit Standards
8. Report from the Alumni Association .....Holly Penrod
9. Report from the Student Body President .....Joshua Burt
10. Report from the President .....Scott Wyatt



## Minutes for the Board of Trustees

Friday, April 29, 2011 \* 10:00 a.m.

Snow College Richfield Campus

*Trustees: Theresa Alder, Tim Barney, Doug Barton, Joshua Burt,  
Eddie Cox, Mary Greathouse, John Willmore*

*College Personnel: Marvin Dodge, Spencer Hill, Craig Mathie, Gary Smith, Scott Wyatt  
Secretary to the Board: Marci Larsen*

### Welcome

Chair Cox welcomed the group and called the meeting to order. He thanked VP Craig Mathie and other employees in Richfield for hosting the meeting.

### Approval of Minutes

Chair Cox referred the Trustees to Tab V of the agenda and entertained a motion to approve the minutes of the February 16, 2011 and the March 23, 2011 meetings. Trustee Greathouse made a motion to approve both sets of minutes. Vice Chair Alder seconded the motion, and it passed unanimously.

### A.A.S. in General Technology

Vice President Smith reviewed the proposed curriculum for a new Associate of Applied Science Degree in General Technology and noted the proposal had been approved by the required College groups. He said the State Board of Regents strongly encouraged each school to create and offer such a degree. Hearing no objection or discussion from the Trustees, Chair Cox entertained a motion to approve the proposed A.A.S. in General Technology. Vice Chair Alder made the motion, and Trustee Willmore seconded it. All Trustees voted in favor of offering the new program.

### Advancement/Tenure Recommendations

Dr. Smith expressed great pleasure for the opportunity to present fourteen faculty members for rank advancement or tenure status. He commented on the rigorous, seven-year process faculty must go through to be granted tenure status, and Trustee Barney asked him to expound on the process. Vice President Smith said teaching is the starting point and focus of the process and added that service work, peer review, additional assignments, and – of course – student evaluations play into the comprehensive process. He also reported Snow is the only institution he's been associated with that conducts a mid-year review. Trustee Greathouse commended the College for including this important aspect in the tenure process. President Wyatt agreed it is nice to conduct the mid-year review so faculty members can receive helpful, important feedback on their tenure progress.

To conclude the discussion, Trustee Barney made a motion to approve the following: advance to Assistant Professor – Omel Contreras, Michael Medley, and Nick Marsing; advance to Associate Professor – Erick Faatz, Russell Johnson, Brian Newbold, Brent Reese, Brad Taggart, and Yvonne Williams; grant tenure status, effective 2011-12 – David Allred,

Scott Allred, Stacey McIlff, Travis Schiffman, and Brent Smith. Trustee Barton seconded the motion, and it passed unanimously.

#### Property Purchase

Vice President Dodge reported the dorm project is moving along nicely and said the next step is acquiring land to be used for parking. He said he had obtained appraisals (totaling \$452,000) and made offers (totaling \$463,000, plus a discounted lot for one family) on three houses located on 200 East. He noted the Regents generally don't approve purchases over the appraised price and said he and President Wyatt had had a conversation with Regent Karras, who chairs the Finance Committee for the State Board of Regents, explaining the situation to him. They all agreed the purchases would be fine if the College used quasi-endowment funds for the difference in purchase and appraised price.

Trustee Barton asked if this acquisition would provide enough parking for the new housing project, and VP Dodge said it would. Chair Cox noted this would be the first College-owned housing built since 1969, and Student Body President Josh Burt said the housing is desperately needed. When asked how long the project should take to complete, VP Dodge said rooms should be available for students in the fall of 2012. Hearing no other questions, Chair Cox entertained a motion to act on this agenda item. Trustee Greathouse moved approval of expending up to \$483,000 plus closing costs to purchase the three homes discussed. Trustee Barney seconded the motion, and it passed unanimously. VP Dodge thanked the Trustees for their support, giving special thanks to Vice Chair Alder for helping with the necessary paperwork and purchase transactions.

#### Student Success Follow Up and Report

Vice President Craig Mathie gave a brief update on two issues raised during the previous meeting. He first reported, per the academic program review recommendations, his Student Success staff had met with faculty members to better communicate about requirements for students with a declared major. Both his staff and faculty members felt like the discussions were helpful, VP Mathie said. Next, he informed the group that Jake Dettinger, newly-hired Internal Auditor, had reviewed the financial aid audit and was helping staff members make the necessary minor adjustments in their work. He, again, reminded the group there was no misuse of funds, just slight changes in the current processes. Chair Cox thanked Vice President Mathie for his work, and President Wyatt commended Craig for his leadership.

#### Report from the Chair

Chair Cox took the opportunity to thank the administration for their strong leadership. He specifically thanked President Wyatt for being willing to address difficult issues and strive to continually improve the College.

#### Report from the Audit Committee

Because Trustee Jorgensen was unable to attend, no report was given.

#### Report from the Alumni Association

Because Trustee Penrod was unable to attend, no report was given.

#### Report from the Student Body President

The 2011-2012 Student Body President, Joshua Burt, introduced himself to the group and gave the student report. He first relayed greetings and thanks from Tucker Smith, the 2010-2011 Student Body President. He briefly reported (in behalf of Tucker) on each of the student body officers' goals for the concluding year, mentioning specifically their desire to leave a tangible difference. President Burt said they had purchased big screens for publicity to replace the A-frame boards and said they should go up around campus next week. He also reported on Tucker's successful all-night, final activity where nearly 1500 students attended. He thanked Tucker for his example and friendship and said he looked forward to the next year. Chair Cox welcomed Josh to the group and wished him well as he worked to finalize his team of officers. Vice President Mathie commented on the high quality of this year's team of officers and also welcomed Josh into his new role.

#### Report from the President and Budget Update

President Wyatt began his report with great news: Snow College is a semi-finalist in the prestigious Aspen Prize for Community College Excellence. The criteria for the award, he said, is student success, completion of programs, and improvement over time. President Wyatt noted Snow is one of 120 schools eligible for the final consideration and again expressed how proud he is of Snow College's reputation. He committed to continue to tell Snow's success stories to regents, legislators, parents, and others.

The next item President Wyatt discussed was the legislative session. He shared portions of one presentation he was asked to make to the higher education subcommittee and spent the remainder of his report discussing legislative expectations (efficiencies, enrollment, and outcomes specifically) with the Trustees. President Wyatt said he and his vice presidents needed to extensively review the available data, collect more information, and decide what programs have the highest likelihood of placement and/or graduation. He said he is taking this assignment very serious and is putting forth great effort to get data (i.e. tracking down nearly 900 former students) and meet with the appropriate people (i.e. economists, Workforce Service officials, others) to help in making decisions. He shared examples based on projections made by the State and said he feels a responsibility and need to shift resources, "right fit" programs, and help the economy in Central Utah. Indicating this approach could end up with several people losing their jobs while others are hired in new programs, he asked the Trustees for their suggestions, input, and feedback.

During the discussion which followed, Trustees clearly voiced their support for this course of action. Trustee Barney said he has been asked about the viability of the Richfield campus by Regents and others. He expressed the need to be proactive and put the greatest resources towards helping the economy. Trustee Willmore and Chair Cox agreed, noting it will be difficult for employees. Speaking from his own experience in business and resource allotment, Trustee Barton concurred with the opinion of others.

President Wyatt thanked the Trustees for their guidance and advice. He said, based upon their discussion, he would proceed and do his best to be a good steward with the responsibilities he'd been given. He outlined the process for making programmatic changes and welcomed any of the Trustees to participate if they'd like. Chair Cox again thanked President Wyatt and his vice presidents for their vision and willingness to make the best decisions for the College. President Wyatt expressed confidence in the future of Snow College and this opportunity to add value to Central Utah.

#### Adjournment

The meeting was adjourned and most in attendance participated in the Richfield Campus graduation ceremony.