

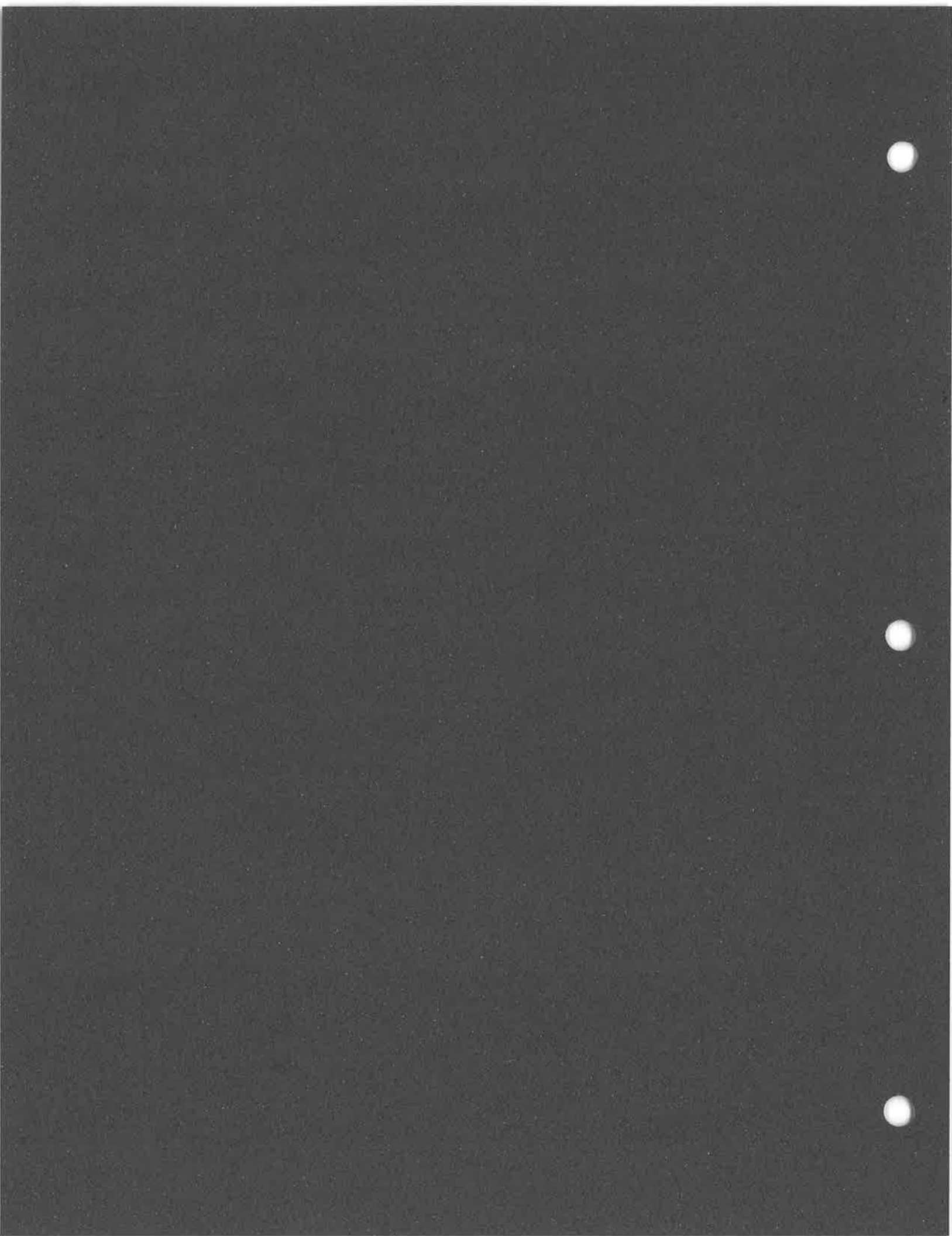


A meeting of the
Snow College
Board of Trustees

To be held
Monday, January 31, 2005
Lunch with Legislators at 12:00 p.m.
Public Meeting at 1:00 p.m.

In the
Law Office of Snow, Christensen, and Martineau
10 Exchange Place - 11th Floor
Salt Lake City, 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 Snow College Board of Trustees

Monday, January 31, 2005

Lunch with Legislators at 12:00 p.m.

Public Meeting at 1:00 p.m.

Snow, Christensen, and Martineau Law Office

- I. Welcome Scott Wyatt ✓
- II. Action Item: Approval of Minutes (Tab Mc) Scott Wyatt ✓
- III. Report from the Chair Scott Wyatt ✓
- IV. Report from the Student Body President Casey Dyreng ✓
- V. Report from the President Michael Benson
- VI. Action Item: Election of New Board Chair Scott Wyatt
- VII. Action Item: Personnel Policy 13. 2.6 (Tab N) Claudia Jarrett
- VIII. Action Item: Academic Policies 15.1-15.5 (Tab O) Bradley Winn
- IX. Action Item: Investment Reports (Tab P) Larry Christensen
- X. Action Item: Football Stadium Construction Approval Michael Benson
- XI. Second Tier Tuition Discussion Michael Benson
- XII. Student Fees Discussion Michael Benson
- XIII. Admission/Tuition Collection Follow Up Larry Christensen
- XIV. Documentation of Potential Conflict of Interest Disclosure Scott Wyatt
- XV. Comments from Board Members Board Members
- XVI. Meeting Schedule for 2005 Scott Wyatt

A van will leave Ephraim at 9:30 for those who are interested. Please let Marci know if you would like to ride with the group.

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Official Minutes of the
Snow College Board of Trustees
November 9, 2004 Meeting
Richfield, Utah

Members Present: Tim Blackham, Casey Dyreng, Jerold Johnson, Gwen McGarry, John Willmore, and Scott Wyatt

Members Excused: Carl Albrecht, Tim Barney, Doug Barton, and Kay Greene

College Personnel Present: Michael Benson, Larry Christensen, Marci Larsen (partial/via phone), Craig Mathie, Stan Nielson, Rick Wheeler, Rick White, Brad Winn, and Troy Young

Others Present: Brian Foisy - USHE

Call to Order/Welcome

Chair Scott Wyatt called the meeting to order and welcomed everyone. He thanked the Richfield staff for hosting the meeting.

Approval of Minutes from the Last Meeting

Chair Wyatt entertained a motion to approve the minutes from the September 30 meeting. Jerold Johnson so moved. Tim Blackham seconded the motion, and it passed unanimously.

Report from the Chair

Chair Wyatt had nothing to report.

Report from the Student Body President

Casey Dyreng, newly appointed student body president, was introduced to the group. He expressed his excitement for the opportunity to be involved. He also briefly reviewed student happenings and thanked President Benson and his administration for their support.

The Trustees had been previously contacted to inform them of the students' decision to impeach former student body president, Justin Chandler. President Benson reported that the hearings had taken place and noted that Justin chose to remain enrolled in his classes. He wished Justin the best.

Report from the President

Due to time constraints, President Benson kept his report brief. He shared the following updates with the Board:

- He reported that the library project is slowly progressing. He informed the group that he had another conversation with the federal government concerning a grant for the facility, and he reported that his staff continues to work with state and local groups.
- He next invited Trustees to attend the inaugural Zions Bank Top of the Mountain Bowl Classic on December 4 at Rice Eccles Stadium. He informed the group that Snow needed to win its next game in order to play in the bowl game and reported that he had taken the team to a movie to motivate them to do so.
- President Benson referred the Board to the "FPASS" document which was distributed with the meeting agenda. He reported that the College has received more donations since December 2001 than it has in its previous 116-year history. He also noted that he has had to spend money

in order to raise money. With this in mind, he informed the Board of the decision to set aside a portion of each donation for administrative costs. President Benson reported that he had discussed this with the chair of the Foundation Board and had his support. Tim Blackham asked if this "fee" would apply to all donations, and President Benson indicated that it would. President Benson explained that most - if not all - other state institutions have this practice, and he stated that the maximum amount taken from the donations would be five percent. He also reported that donors would be notified of this change in practice.

- President Benson asked Rick White to give an update on Richfield happenings. Rick noted that the Trustees should have received their copies of the annual UCAT report. He reminded the group that there had been some discussion regarding the ATE service given by Snow, and he informed those in attendance that the final UCAT report did not accurately reflect the current situation. Rick reported that from the College's point of view, the merger is working and services have not diminished. He informed the Trustees that the College's partners, i.e., superintendents and ATE directors, are very satisfied with the current offerings. Jerold Johnson reported that he attended a UCAT meeting (for Carl Albrecht) where the report was discussed. He told the group that in the meeting he too had expressed his concern for the inaccurate information.
- President Benson reminded the group that he had been asked if a Trustee could also be a state legislator. He asked Rick Wheeler to give an update on the issue. Rick reported that he had talked to Bill Evans and Harden Eyring and that they were putting together a work group to address the issue. Chair Wyatt said he had researched the question and found that legislators could not hold "offices of trust." Rick said he would follow through and give an answer to the Board as soon as one was available.
- Brad Winn was also given a few minutes during President Benson's report. His comments focused on the merger, specifically the merging of the two campuses' faculty members. He reported that committees had spent an entire year working on advancement and tenure issues and that their work was nearing completion. Brad thanked Rick White, Troy Young, and Stan Nielson for their help on the complicated issue and commented on the general merger success. He stated that many are questioning the progress being made, but he reiterated his commitment to making the merger succeed.

President Benson took the opportunity to introduce Troy Young to the group and noted that his Assistant to the Provost appointment was an example of the increased interaction between campuses. He commended Troy for his work. Jerold Johnson stated that he believes the success of the merger will depend a lot on how much the state supports the efforts. Gwen McGarry asked if any press releases focusing on the merger success had been sent, and Jerold asked if a greater recruitment effort could be made for the Richfield campus. Brad Winn agreed to visit with Rick White and see what more can be done.

Report from the Audit Committee

Audit Committee Chair, Carl Albrecht, was unable to attend due to a death in the family, so Jerold Johnson led the discussion. He reported that Chair Albrecht had asked Brian Foisy, Internal Auditor housed in the Commissioner's Office, to address the Trustees, and he asked Brian to give his presentation.

Brian first introduced himself and then explained that his role as an internal auditor is to help protect against fraud. He commented on the recent cases throughout the state and noted that these cases present a serious breach of trust. Brian gave a large packet of information to the Trustees and reviewed the information with them. He focused on ways to prevent fraud – specifically employees' behaviors – and Brad Winn asked what steps the administration could/should take to prevent fraudulent actions. Brian suggested that having a confidential way to report suspicion and hiring committed employees who have

integrity are the two best ways to prevent negative behaviors. Rick Wheeler reminded everyone that the state does have a hotline where suspicions can be reported, and President Benson reported that, after the fraudulent situation in Richfield, he sent a message to campus re-stating employee expectations. Brian commented that fraud is unfortunately difficult to detect until it has been experienced, and he encouraged the administration to continue to do what is necessary for adequate internal controls. He also invited the Trustees to contact him if they have questions or concerns.

Investment Report

Larry Christensen referred the Trustees to the investment reports and reviewed the investment activity for June, July, and August. He commented that interest rates were a little better, and he asked if there were questions. Hearing none, a motion to accept and approve the reports was made. Tim Blackham so moved. Jerold Johnson seconded the motion, and it passed unanimously.

Comments from Attendees

- Stan Nielson, ATE Division Dean, stated that he has noticed great progress being made between the two campuses. He commented that some have tried to stifle that progress, but he noted that he tries to remind others that Snow is an academic and vocation school. He stated that he hopes to see a continuation of the coordinated efforts.
- As follow up to an earlier discussion, Larry Christensen provided more information on SUU and USU's admission and tuition collection policy. He also made a recommendation for Snow and asked the Trustees to review the given information. Larry also reported that the College has now collected \$52,500 of the \$192,000 original write-off request. He noted that when compared to the other state schools, Snow is in the "middle of pack" when it comes to the amount of tuition written off for the last fiscal year.
- John Willmore stated that he would like to see the College offer courses, particularly health care courses, in Nephi when resources are available.

Adjournment

Gwen McGarry made a motion to adjourn the meeting. Tim Blackham seconded the motion, and it passed unanimously.

