



Board of Trustees Meeting Minutes

June 17, 2013

Individuals in Attendance

Trustees: Theresa Alder, Doug Barton, Scott Bushnell, Eddie Cox, DeVere Day, Mary Greathouse, Dan Jorgensen, Zac Parker
College Personnel: Marvin Dodge, Stacey McIlff, Craig Mathie, Michael Medley, Gary Smith, Whitney Ward, Scott Wyatt
Recording Secretary: Marci Larsen

Welcome

Chair Alder welcomed the group and called the meeting to order. Because there were new faces in the room, she asked everyone to give a brief introduction.

Meeting Minutes

Chair Alder entertained a motion to approve the minutes from the March 15, 2013, meeting. Trustee Day noted a typo on the last page (printed as 1255th anniversary, not 125th anniversary), and Trustee Jorgensen asked that Student Body President Ingram's specific research (all 22 students asked about prayers at commencement – excluding a Muslim and Buddhist student – supported having the “expression of choice”) be included. With those changes, Trustee Day moved approval. Trustee Greathouse seconded the motion, and all voted in favor.

Workforce Preparation Advisory Committee

President Wyatt distributed copies of the suggested composition of the Workforce Preparation Advisory Committee, noting the area economic development directors had nominated the group listed. He asked for feedback on committee membership, and Chair Alder entertained a motion to approve the six individuals listed. Trustee Cox so moved. Trustee Barton seconded the motion, and it passed unanimously.

Academic Programs - Manufacturing Technology, Nail Technology, Business, CIS, and Outdoor Leadership

Dr. Smith said the Workforce Preparation Advisory Committee discussion was a nice transition into the next several agenda items. He said the College is in the process of updating programs and responding to industry needs. He welcomed three faculty members – Stacey McIlff, Michael Medley, and Whitney Ward – who have spent a great deal of time on the programs being considered. He then turned the time to Trustee Bushnell who acted as the interim academic subcommittee chair. Trustee Bushnell gave an overview of each program and then asked the respective faculty member to share more details about the proposed programs. Faculty members explained the “stackable credentials” concept and noted the significant role advisory committees had in preparing the program proposals. After reviewing the provided information and discussing each of the programs, the following action was taken:

- Trustee Greathouse made a motion to approve the Certificate of Proficiency in Industrial Manufacturing Technology, the Certificate of Completion in Industrial Manufacturing Technology, and the AAS in Industrial Manufacturing Technology. Trustee Cox seconded the motion; all voted in favor.
- Trustee Cox made a motion to approve the Certificate of Proficiency in Nail Technology. Trustee Day seconded the motion, and it passed unanimously.
- Trustee Jorgensen made a motion to approve the Certificate of Proficiency in CDL. Trustee Barton seconded the motion, and it passed unanimously.
- Trustee Barton made a motion to approve the Certificate of Proficiency in Networking Technologies, the Certificate of Proficiency in Advanced Networking Technologies, the Certificate of Proficiency in Server Administration, and the Certificate of Proficiency in Advanced Server Administration. Trustee Cox seconded the motion, and it passed unanimously.
- Trustee Parker made a motion to approve the five Certificates of Proficiency in Marketing: the Certificate of Proficiency in Business and Music Technology, the Certificate of Proficiency in Entrepreneurship, the Certificate of Proficiency in Outdoor Leadership and Entrepreneurship, and the Certificate of Proficiency in Agribusiness. Trustee Day seconded the motion; all voted in favor.
- Trustee Greathouse moved approval of Associate of Science in Outdoor Leadership and Entrepreneurship and Associate of Arts in Outdoor Leadership and Entrepreneurship. Trustee Barton seconded the motion, and it passed unanimously.

Chair Alder thanked Ms. McIlff, Mr. Medley, and Mr. Ward again for their efforts and expressed her excitement for the new, great additions to what the College currently offers.

Investment Report

Vice President Dodge referred the Trustees to Tab V, which included February, March, and April investment reports. He answered Trustee Day's question from a previous meeting about cash/cash equivalent and showed which investments fit specific categories. Trustee Bushnell asked about totals in the endowment, and Trustee Jorgensen asked about the Wells Fargo investment. He volunteered to help contact executives there to help negotiate better rates. Hearing no more questions or comments, Trustee Cox made a motion to approve the report as presented. Trustee Jorgensen seconded the motion, and it passed unanimously.

Account Write Offs

Vice President Dodge introduced the topic of writing off bad debt and reminded the group this decision comes before the Board each year. He reviewed the timeline of actions and noted a hold is placed on each of these students' transcripts until the debt is paid. Vice President Dodge said this is the highest amount requested (\$312,000) in the last five years but said it is not surprising to see a little jump because nationally schools are seeing a hike in default loan rates too. When asked if any of this money would eventually be collected, Vice President Dodge said the College may see one-third of it after the process is complete. Trustee Cox made a motion to accept and approve the report as presented. Trustee Parker seconded the motion, and it passed unanimously.

Report from the President

President Wyatt gave his report, which included the following pieces of information, earlier in the meeting to accommodate schedules.

- President Wyatt announced the College just received notice the "The Best Colleges" ranked Snow College eighth in the nation. This recognition, plus CNN Money's #6 ranking and the Aspen Institute's distinction of being a Top 10 school, speaks to the College's quality. And, President Wyatt reminded the group the College didn't seek out or apply for any of the recognitions.
- Enrollment, President Wyatt said, is looking much better than expected. He reminded the Trustees of the anticipated decline due to the LDS mission age change, but noted the significant decrease is not looking likely. Trustee Jorgensen asked how the College is tracking students who did leave for missions, and President Wyatt said the admissions staff has a plan in place and told the Board he hosted a farewell party for departing missionaries and encouraged them to return to the College after their service. He also said he had traveled to Africa for a recruiting trip and reported enrollments for international students are increasing when compared to the last several years.
- President Wyatt informed Trustees of the art camp, the Juilliard workshops, and the Civil War seminar scheduled for this summer and said all of them have a recruitment component to them.
- President Wyatt told the Trustees of an exciting proposal for Ednet courses, which was presented by a group of rural superintendents. He said they asked if the College would be willing to be the sole provider of Ednet classes for them, and he reported on the discussion and follow-up meetings taking place. Trustees were interested in and supportive of the idea.
- Dr. Gary Smith has announced his retirement, President Wyatt said, noting the College is engaged in a search to replace him.
- To conclude, President Wyatt said how thrilled he is to have the new Student Body President elected and to have him meeting with the Board. He expressed his confidence in Zac and thanked him for his energy and leadership.

Report from the Student Body President

Trustee Parker said his team is in place and is setting goals for the year. They plan to focus on involving international students and collaborating with departments to encourage students to declare a major he said. He also jokingly added they plan to have a *little bit* of fun. Vice President Mathie said helping students declare a major is a wonderful goal. Trustee Day reminded the group of the alumni career day and said the feedback they received from students indicated a preference to have the event in the fall. Trustee Bushnell commended President Parker and his team for their work in increasing awareness and making connections.

Proposed 2013-14 Budget

Vice President Dodge distributed a document summarizing the proposed changes for the FY14 budget. He reviewed sources of revenues and demands on the budget and thanked the faculty for their work in generating significant savings when presented with probable budget shortfalls. Vice President Dodge noted the funds held in reserve, and said the administration would review the budget numbers in December to compare estimated and collected revenue amounts. He also mentioned his intention to create the annual budget book and said the numbers provided today would be used to prepare the budget documents and write the related narrative.

Trustee Day asked about housing, and Vice President Dodge briefly discussed each residence hall and told the group about a new "Badger Bucks" program where meal plan money can now be accepted at various locations on campus. He said that has made the rooms with meal plans more attractive. When asked if it was a cost issue, he noted the most expensive rooms always fill first. He assured the Trustees the bond has been paid for the year and expressed no concern for that aspect of the new Suites. In addition to the new Badger Bucks program, he told Trustees of the plan to leave the second floor of the Suites vacant and rent the rooms there to visiting athletic teams, youth conference groups, and other College guests. Trustees liked this idea and thanked Vice President Dodge for his good work.

Hearing no more questions or comments, Trustee Cox made a motion to approve the presented budget. Trustee Bushnell seconded the motion, and it passed unanimously.

Strategic Planning Report

Vice President Dodge referred the group to Tab XYZ and reviewed recent happenings with the strategic planning process. He told Trustees of the many meetings and specifically discussed the SWOT (strengths, weaknesses, opportunities, and threats) analysis being completed across the College. He shared a link containing all strategic planning information (www.snow.edu/vision) and invited Trustees again to be as involved as they would like with the process.

Audit Committee Report

Trustee Jorgensen reported on the Audit Committee meeting, which was held prior to the regular board meeting. He said there are several routine audits in process and commended Hayden Arnold, the internal auditor, for his work.

Academic Committee Report

Vice President Smith again thanked the faculty members involved in the new program development and shared his optimism for the future of Snow College. He recognized the efforts of the strategic planning committee and mentioned the College having the state lead on a music course. Overall, he said, the academic affairs at Snow College are in very good shape. He briefly referenced the Carnegie Classification – Community Engagement article provided with the agenda packet and encouraged Trustees to read it.

Report from the Chair

Chair Alder said she and Vice Chair Greathouse attended a meeting with other board officers and reported they are trying to have more regular meetings to keep communication open. Trustee Greathouse said the group knows the College is a very progressive school, and Chair Alder said she has enjoyed telling the College's story and successes.

Adjournment

Before the meeting adjourned, President Wyatt thanked the Trustees for their service. He said several members' terms were expiring on June 30 and reported the College did not yet know what the Governor planned to do for appointments. Gifts of appreciation were given to Chair Alder, Trustee Barton, Trustee Cox, Trustee Day, and Trustee Greathouse. President Wyatt also noted the work of Trustee Cardon and Trustee Shank. They were unable to attend the meeting but have recently completed their service on the Board as well. After comments from several Board members, Trustee Day made a motion to adjourn the meeting. Trustee Greathouse seconded the motion. Hearing no objection, the meeting was adjourned.