



**Agenda for the Snow College Board of Trustees**

**Wednesday, October 29, 2008**

**Noyes Building \* Snow College Campus**

**Public Meeting and Lunch at 12:30 p.m. \* Executive Session at 1:00 p.m.**

- I. Welcome (2 minutes) ..... Eddie Cox
- II. Action Item: Approval of Minutes (3 minutes) ..... Eddie Cox
- III. Report from the Chair (5 minutes) ..... Eddie Cox
- IV. Report from the Student Body President (5 minutes) ..... Dan Anderson
- V. Executive Session

**Official Minutes of the  
Snow College Board of Trustees  
October 9, 2008 Meeting  
Noyes Building**

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**Members Present:** Theresa Alder, Dan Anderson, Tim Barney, Eddie Cox, Mary Greathouse, Dan Jorgensen, Jessie Pace, John Willmore

**Members Excused:** Doug Barton, Tim Blackham

**College Personnel Present:** Marvin Dodge, Jim Kittlesrud, Marci Larsen, Craig Mathie, Ted Olson (partial), Rick Wheeler, Brad Winn (partial), Scott Wyatt

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**Welcome**

Chair Cox welcomed the group and thanked everyone for their attendance.

**Approval of Minutes**

Chair Cox entertained a motion to approve the minutes from August 26, 2008 meeting. Trustee Willmore made a motion to approve the minutes. Trustee Alder seconded the motion, and it passed unanimously.

**Report from the Chair**

Chair Cox reviewed his involvement with the budget reduction process and commended President Wyatt for his strong leadership. President Wyatt thanked Chair Cox and Vice Chair Alder for their support and willingness to attend various meetings.

**Report from the Audit Committee**

Committee Chair Jorgensen reported that he had made contact with a Brent Peterson who was willing to help draft auditing policies, pro bono. Mr. Peterson, Trustee Jorgensen reported, had recruited help from one of his colleagues, Mr. Howard, and said that he was confident of their ability to do a good job. Vice President Dodge thanked Dan for his help and commented on how pleased he was with the approach being taken by Mr. Peterson and Mr. Howard.

Trustee Alder asked about the internal auditor position, and VP Dodge reported that because of the mandated budget cuts the administration had put a "soft freeze" on all hiring but indicated that he and President Wyatt felt strongly that this particular position needed to be filled. Trustee Jorgensen thanked the president and Marv for keeping the position a priority, and he thanked VP Dodge and John Ruell for their good work.

**Report from the Student Body President**

Dan Anderson reported that it was Homecoming week and invited Trustees to attend any of the activities. He said he and his officers were working on a student survey for suggestions on how to make the Student Center more student-friendly. Vice President Mathie added that the student senators were working with the division deans to help students succeed academically as well as socially.

**Report from the President**

President Wyatt shared the following good news:

- Snow College is about to celebrate its 120<sup>th</sup> birthday. Details on Founders Day celebrations will be coming soon, he reported.
- The library project is slowly moving along. He reported that final documents went to DFCM about 30 days ago and should be out to bid soon.
- Enrollment numbers are slightly up this year as compared to last year, President Wyatt happily reported. He complimented the current students and the student body leaders.
- He informed the group that several hundred alumni returned home for the Science Alumni Reunion in September. Trustee Willmore commended organizers of the event, and Trustee Greathouse expressed appreciation for the Alumni Avalanche newsletter.

**Budget Discussion**

President Wyatt reviewed recent happenings regarding the mandated budget cut. He reminded the group that the Legislature met in a Special Session and announced a 4 percent budget reduction and cautioned that more cuts would likely be announced at a later date. President Wyatt reported that he then held a cabinet meeting to decide what Snow should do. As a group, President Wyatt said, the administration decided to target an 8% cut for the following reasons:

1) the cut will be more than 4 percent and it seems more compassionate to tell employees as soon as possible of eliminated positions so they have time to adjust/seek other employment; 2) if program changes are going to be made, they want to tell students now to ensure their academic success; 3) if they cut some now and some later the anxiety on campus is higher for longer and morale suffers longer; and 4) they feel they can be more strategic looking at the whole number rather than portions now and portions later. Trustee Barney asked if the administration felt comfortable capping the target at 8 percent, and Trustee Greathouse also asked if they felt like this would be enough, given the current economy. President Wyatt said that it was the best guess they could make and noted that they didn't want to cut deeper than necessary because so much of Snow's budget is tied to personnel. Trustee Jorgensen expressed concern that the Legislature may ask for more and suggested that the College get assurance from Leadership that they wouldn't penalize the College for being proactive. During this discussion it was noted that the 4 percent reduction for the current year would be taken from one-time funds and the permanent reductions would take effect July 1, 2009.

President Wyatt said that the administration had spent many hours reviewing the current budget, line-by-line. The purpose, he explained, was to better understand where money is currently being spent in order to make better-informed decisions. He also told the group that he had requested a lot of data from the Institutional Research Office to assist with the decision making process. Decisions on where to cut, he said, would be made strategically rather than implementing an across-the-board 4 percent reduction or simply laying off the newest hires. This strategic approach, the group agreed, would result in an improved Snow College in the long run. And that, President Wyatt said, is his focus: Snow College must be better after the budget reduction than it is currently.

President Wyatt told the Trustees that he was committed to implementing the reduction as positively as possible. In discussions, he said, he had asked for strengths (not weaknesses) and is focusing on priorities for the institution. That said, he noted - because nearly 80 percent of the budget is tied to personnel costs - some positions will have to be eliminated. He said that he did not know the number but assured the group that the cuts would be "roughly proportionate" for faculty/staff and Ephraim/Richfield. He said that some departments may be dissolved and others may be unscathed. He reported that some had suggested salary cuts and - after serious consideration - the administration determined that was not a viable option.

President Wyatt continued the time-line of happenings and told the group that after the day-long cabinet meeting, he met briefly with Trustee Chair Cox and Vice Chair Alder. They then joined him in a campus wide forum which was held in Ephraim that afternoon. He noted that a similar meeting was held in Richfield the following day. At the campus-wide meetings, President Wyatt reviewed the situation and outlined the College's plan for addressing the budget cut. Of this meeting, Jim Kittlesrud, Staff Association President, said he appreciated President Wyatt's leadership and direct, honest approach to the budget challenge. Vice President Mathie also thanked President Wyatt for making the effort to meet in person with employees on both campuses.

To conclude the discussion, President Wyatt outlined the next steps. He informed the Trustees that 1) effective immediately purchases exceeding \$1000 will need to be approved by Marvin and no open positions will be filled while budget-related decisions are being made; 2) his cabinet would spend every other day in meetings with various employees/groups; 3) the administration would meet with elected representatives from the Faculty, Staff, and Student Associations and Faculty Senate; and 4) a plan of action would be presented to the Trustees for their consideration and approval. He said he hoped to have the entire process finished by the first week in November.

President Wyatt asked if there were any additional questions or concerns. Trustee Barney asked if the cabinet was united in the decision to move forward with the proposed process. The answer was an absolute, "yes." Chair Cox also asked if there were additional comments. Several Trustees offered their support and agreed to make themselves available for assistance when needed. While no formal action was required, Chair Cox asked for an informal vote of support of the College's proposed approach to addressing the mandated budget reduction. Everyone agreed that the presented, proactive approach is most appropriate for the given situation.

#### **Next Meeting**

The next meeting was scheduled for the afternoon of Wednesday, October 29.