



Board of Trustees Meeting Minutes March 24, 2017 • Ephraim, Utah

Trustees Attending

Theresa Alder, Chair
Scott Bushnell
David Christensen
Bailey Dalton
Leslie Keisel
Erma Kaye May
Michael McLean
Rick Robinson

Trustees Absent

Doug Barton
Emilee Kuchenmeister

College Personnel Attending

Wayne Bushman, Internal Auditor
Gary Carlston, President
Jacob Dettinger, Finance VP
Steve Hood, Academic VP
Marci Larsen, Board Secretary
Craig Mathie, Student Success VP
Meagan White, Controller

Others Attending

Allie Bridges, Job Shadower
Cambrya Cox, Job Shadower
Morris Haggerty, Legal Counsel

Welcome and Minutes from Previous Meeting

The group was welcomed, and the meeting was called to order. It was noted that two students from Ephraim Middle School were in attendance as part of their job shadowing assignment, and a special welcome was extended to them. Chair Alder entertained a motion to approve the minutes from the January 2017 meeting as presented. Trustee Keisel made a motion to approve the minutes. Trustee McLean seconded the motion, and it carried unanimously.

Committee Meetings

Trustees met in committee meetings and then reconvened for lunch and the college highlight.

College Highlight – Ethics Bowl

Dr. Hood welcomed faculty members Greg Wright, Mike Salitrynski, Matt Jackson, and four students who recently won the junior college national Ethics Bowl. He congratulated them, and trustees joined him in recognizing their accomplishment. Representative Keith Grover was on a campus visit with his family, and he stopped by the lunch meeting. He briefly addressed the trustees, President Carlston thanked him, and Trustee McLean sang an impromptu song to his daughter about the benefits of becoming a badger. Following the recognition, the faculty members and students excused themselves.

Report from the Finance and Facilities Committee Report

Trustee Rick Robinson chaired the committee meeting in Chair Barton's absence and summarized the following discussion points:

- He moved approval of the February 2017 investment report. Trustee Christensen seconded the motion, and it passed unanimously.
- He made a motion to approve the administration's request for a 2.5% first-tier tuition increase (nothing for a second-tier increase) and the student fee board's recommendation of a \$10 fee increase to cover costs of a new wellness counselor. Trustee McLean seconded the motion, and all voted in favor.
- He moved approval of the cash handling policy, which has not existed prior to this time. Trustee Christensen seconded the motion, and it passed unanimously.
- Trustee Robinson asked Wayne Bushman, Internal Auditor, to review his work with the Board. His report resulted in the following action:
 - The presidential travel audit was conducted in accordance to regent and college policy, and there were no findings. Trustee Robinson made a motion to approve the audit report. Trustee Keisel seconded the motion, and it carried unanimously.

- Because there were no significant findings with the investment audit, Trustee Robinson moved approval of the report as presented to the committee. Trustee Christensen seconded the motion, and it passed unanimously.
- Noting the need to stay compliant, an updated audit plan was presented and approved via a motion made by Trustee Robinson. Trustee May seconded the motion, and it passed unanimously.

Report from the Academic and Student Affairs Committee

Trustee McLean summarized the discussion from the Academic and Student Affairs Committee by song titles.

- “Good Speed the Right” – The difficult effort on the workload policy continues.
- “The Time is Far Spent” – The college is still waiting for final documents on the Social Science Division review
- “How Wondrous and Great” – Trustee Dalton was praised for her good work as the student body president, with special thanks given for her concern for students’ mental health
- “Apostasy and Restoration and All is Well” – It was noted that the director of Residence Life had left her employment at the college but returned a few weeks later; it was reported that this is a benefit to the college.

2017 Commencement Speakers and Honorary Degrees

President Carlston reviewed the biographies for the suggested commencement participants. Trustee McLean made a motion, which was seconded by Trustee Christensen and carried unanimously, to approve the following:

- Richfield Ceremony: David and Verla Sorensen receive the honorary degree and Tami Pyfer speak
- Ephraim Ceremony: Mark and LeAnn Stoddard and Spencer and Abby Cox receive honorary degrees and Lt. Governor Cox speak

Legislative Session Report

President Carlston reviewed the summary sheets provided and highlighted the Snow-specific legislation.

- He thanked Rob Nielson, the Athletic Director, for his work on the student athlete appropriation
- He reported that the land-bank request (for the homes north of the residence halls) was approved
- Bills of interest included the concealed carry amendments, the rural tax credit, mental health issues, and higher education governance revisions, which give trustees authority to approve new academic programs
- He acknowledged Rosie Connor’s efforts and said she developed good relationships with legislators
- He thanked local legislators for their support and encouraged trustees to thank them if they had the chance
- He shared the interest Representative Grover and others have in doing something significant for the college during the next legislative session

Compensation Study Report

Vice President Dettinger reminded the group of the Compensation Committee that was organized more than a year ago. He said the college contracted with a third-party HR consultant who analyzed 15 different salary surveys, and he reviewed the handout that summarized the committee’s recommendation to the president. He said the goal was to get all employees to at least 85% of the national median, and he gladly reported the college was able to do that with the money which had been set aside for compensation. It was noted that the college would need another \$1.2 million to get everyone’s salary to 100% of the national median. Vice President Dettinger said this progress is a step in the right direction and is a testament to President Carlston’s commitment to compensation. President Carlston said some people have worried if they are over the 100% mark that they may not every get another raise, and he added that this is not true. He said the plan is to the give all employees the 2% increase this year. President Carlston thanked Vice President Dettinger and the committee for their work and added that challenges of this kind of project are correctly identifying job titles, matching up job duties, and clearly communicating the findings and process.

Report from the Alumni Association

Chair Alder reported that Trustee Kuchenmeister recently gave birth to her baby daughter and was therefore unable to attend the meeting. Trustees expressed their congratulations.

Report from the Student Body President

President Dalton thanked the group for letting her be a part of the board. She said the new student body president had been elected, but quickly added that her team is not finished yet. Chair Alder thanked President Dalton for her leadership, and Vice President Mathie added his commendation for a job well done.

Report from the Chair

Chair Alder reminded the trustees of the upcoming commencement dates and informed the board that Trustee Robinson will represent the Board of Trustees on the Sevier Valley Center board.

Report from the President

President Carlston shared the following information with the board:

- He invited all trustees to attend Leadercast, a leadership conference hosted by the college on May 5.
- Updating the trustees on capital improvement projects, he said the lights are installed at the stadium. He reported that the turf was a lot more expensive than expected but added the improvement will be able to be made due to state and donor support. He also said the Graham Science Center is on schedule and should be completed on August 8.
- The legislators' road tour will stop in Gunnison, and he has been asked to speak with them.
- As an update on the budget, he credited Jake's leadership for obtaining a better understanding of what happened. The plan for now, he said, is to build next year's budget on 0% growth or 1% enrollment loss to build back up financial reserves. He said the soft hiring freeze is still in effect and added no one has been terminated at this point. He said employees have been supportive, but the situation has created some anxiety.
- The international students asked for an appointment to question why the international flags were removed from the Student Center nearly five years ago. President Carlston said the meeting ended up being held in Founders Hall with many students, faculty, and staff, where – at the conclusion of the meeting – he announced that the flags will be hung up in a prominent spot in the Student Center. He said it was a positive experience for all attendees.

Executive Session

Trustee May made a motion to move into an executive session to discuss one of the topics allowed by the Open and Public Meetings Act (Section 52-4-104) for the sole purpose of discussing the professional competence of individuals. Trustee Robinson seconded the motion, and it passed unanimously.

Advancement and Tenure Recommendations

Trustee Robinson made a motion to approve the president's advancement and tenure recommendation (which were forwarded from the Advancement and Tenure Committee and detailed below). Trustee Christensen seconded the motion, and it passed unanimously.

- Malynda Bjerregarrd – Final Tenure
- Sheryl Bodrero – Advancement to Professor
- Trent Hanna – Final Tenure
- Stacey McIff – Advancement to Associate Professor
- Richard Squire – Final Tenure
- Milinda Weeks – Advancement to Associate Professor
- Bradford Young – Final Tenure and Advancement to Assistant Professor
- Steve Zollinger – Final Tenure

Adjournment

The meeting adjourned.