



A meeting of the  
Snow College  
Board of Trustees

To be held  
Wednesday, April 14, 2004  
Public Meeting at 4:30 p.m.  
Dinner with Spouses at 6:15 p.m.  
Theatre's Production of "The Foreigner" at 8:00 p.m.

On the  
Snow College Campus  
Noyes Building/Eccles Center  
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  
Snow College Board of Trustees  
April 14, 2004 • Ephraim, Utah  
Public Meeting at 4:30 p.m. – Noyes Building  
Dinner with Spouses at 6:15 – Noyes Building  
Theatre's Production of "The Foreigner" at 8:00 p.m. – Eccles Center

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Welcome .....	Scott Wyatt
Action Item: Approval of Minutes from Last Meeting (Tab R) .....	Scott Wyatt
Report from the Chair .....	Scott Wyatt
Report from the Student Body President .....	Justin Chandler
Report from the President .....	Michael Benson
Action Item: Commencement/Honorary Degree .....	Michael Benson
Action Item: Investment Report (Tab S) .....	Gary Arnoldson
Action Item: Culinary Arts Certificate of Proficiency (Tab T) .....	Brad Winn/Rick White

We will gladly provide lodging accommodations if you would like to spend the night. We'll also have child care services available for those of you with small children. We will contact you to confirm your plans.



Official Minutes of the  
Snow College Board of Trustees  
March 10, 2004 Meeting  
Ephraim, Utah

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Members Present: Carl Albrecht, Tim Barney, Doug Barton, Tim Blackham, Jed Christensen, Kay Greene, Jerold Johnson, Gwen McGarry, and John Willmore

Members Excused: Scott Wyatt

College Personnel Present: Michael Benson, Claudia Jarrett, Marci Larsen, Rick Wheeler, Rick White, and Brad Winn

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Call to Order/Welcome

Vice Chair McGarry called the meeting to order and welcomed everyone. She noted that Chair Wyatt was unable to attend and asked that he be excused.

Minutes

Vice Chair McGarry entertained a motion to approve the minutes from the February 3 meeting. Tim Blackham made a motion to approve the minutes. Kay Greene indicated that she missed the housing discussion and asked for a brief update. Carl Albrecht asked why the minutes reported a Trustee approval of 4.5% for second-tier tuition and the *Salt Lake Tribute* reported that the data was unavailable. President Benson briefly explained the Legislature's involvement in tuition costs and informed the group that he wanted to readdress the issue today. With these clarifications, Kay Greene seconded the motion to approve the minutes, and it passed unanimously.

Report from the Chair

Vice Chair McGarry commended Snow College employees and students for the way they conduct their lives. She noted that after being in Utah's Dixie for several months she appreciated Snow even more.

Report from the Student Body President

Jed Christensen reported that several students had recently participated in a statewide "Run the Extra Mile for Higher Ed" activity to show appreciation to faculty, staff, and administrators. Jed also noted that a group of students attended the basketball game in Twin Falls and that two students had been awarded scholarships for their involvement in the campus' organ donation campaign.

Jed next discussed future events and projects. He informed the group that the students are planning to have the world's largest pillow fight, and he invited everyone to participate. Future/ongoing projects Jed hopes to finish up before this term expires include atomic clocks on campus and electronic teacher evaluations.

Jed concluded his report by announcing his successor, Justin Chandler. Jed reported that Justin won the election (which had 52% voter turnout) and would attend the next board meeting. Vice Chair McGarry thanked Jed for his service as student body president; President Benson echoed Gwen's appreciation and complimented Jed and his entire team of officers.

Report from the President

President Benson began his report by sharing recent campus happenings. He first reported that he had traveled to Twin Falls to watch the basketball teams play in the tournament. He noted that the teams played very well and that the men's average GPA is 3.38. Next, President Benson informed the Board

that the College had recently received the single largest scholarship donation in its history. He reported that the Serina Knudsen Staalensen Jorgensen family donated the money in her honor for rural, needy students. It was also reported that the College had agreed to name the Eccles Center concert hall in Ms. Jorgensen's honor. Another piece of good news – that Zions Bank and the *Desert News* had agreed to sponsor a Snow College bowl game – was the next update made by President Benson. He followed the good news by informing Trustees that he had met with Mark Stoddard and Dr. Willmore regarding the health center. He explained that an official RFP had been distributed and that the Board would be consulted before final decisions are made. President Benson commended Tim Blackham on a successful Moroni Feed Banquet and expressed appreciation to him for the company's partnership.

On a different note, President Benson reported that two employees in the Theater Department, Kim Christison and Kathleen Hansen, had recently experienced personal challenges. He informed the Board that Dr. Kim had been placed on medical leave and that Kathleen's daughter had passed away. He wished both employees well as they deal with their circumstances.

President Benson reported that the tournaments in Richfield were well-attended, and he asked Rick White to talk to the Trustees about the tournament and other Richfield happenings. Rick expressed his satisfaction with the tournaments. He reported that – with the exception of a delayed game due to a leaky roof – all went well. He also discussed the parking challenges of the Sevier Valley Center and provided copies of campus maps. Jerold Johnson also expressed his frustration with the parking situation.

This parking discussion – and the need for more space – led to the Lowe property discussion. Rick White reviewed the entire process and reported that, as of this morning, the Lowe family had accepted an offer from a developer. He informed the group that the developer has had previous conversations with former campus officials about trading parcels of land. Carl Albrecht encouraged Rick to continue these discussions with the developer and investigate possibilities to obtain the Lowe property. President Benson concurred and directed Rick to talk to the developer and work to find an agreeable solution for both parties.

President Benson next asked Rick Wheeler to discuss the Activity Center project and give an update on Legislative outcomes. With regards to the AC, Rick reported that Layton Construction had been selected to complete the project and that they planned to finish their work by mid-August. Rick noted that several companies submitted bids, but reported that Layton had the quickest time frame and included adding air conditioning to the facility. He informed the Trustees that while the College had originally planned to bond for the financing, Larry Christensen proposed that the College self-fund the project with quasi-endowment monies, noting that the accounts would be reimbursed and paid interest. Rick reminded the group that the increased student fees (2003-04) would be the revenue source for repayment. Rick reported that Larry had talked to the State Auditor's Office and received permission to self-fund, and the Trustees were asked to approve such action.

Because this was not a listed action item, Carl Albrecht made a motion to suspend the rules and add "AC Funding" to the agenda. Tim Barney seconded the motion, and it passed unanimously. Carl Albrecht then made a motion to borrow the necessary money for the AC remodel project from the accounts discussed and pay it back at a competitive interest rate. Tim Barney suggested that the College get written permission from the State Auditor before proceeding. All agreed this was a good idea. Jerold Johnson seconded the motion, and it passed unanimously.

Rick Wheeler concluded his report by briefly reporting on the Legislature. He commented that it was a tough year for higher education in general but noted that Snow came out okay. He summarized the budget implications for Snow and announced that the best news was the \$50,000 the College received for a nursing program and that Campus Compact had received \$100,000. Rick had copies of the summary sheet for those who were interested.

It was reported that the tuition debate was the hot topic for the system, and Rick explained the reallocation plan. He explained that the Higher Ed Committee decided to reallocate \$40 million within the institutional budgets to fund fuel/power, operation/maintenance, and unfunded growth. He continued to explain that the revenue source for the reallocation would be reimbursed overhead monies and second-tier tuition. Hence, Rick continued, the need to readdress tuition with the Trustees.

President Benson reported that the Legislature had lowered first-tier tuition to a 3% increase and reminded the Trustees that they had previously approved a 4.5% second-tier increase (making the then-total increase 9%). With this change in events, he asked Board members how they would feel about keeping the net increase at 9% (3% for first-tier and 6% for second-tier). Carl Albrecht asked if the cabinet members were unified in this recommendation, and President Benson reported that they were. Carl also suggested that the College negotiate power rates with Ephraim City. Tim Barney commented that he supported the 9% increase because of the small dollar amount and because of the economic needs of the College.

Jerold Johnson made a motion to add "Second-Tier Tuition Decision" to the agenda as an action item. Doug Barton seconded the motion, and it passed unanimously. Tim Blackham then made a motion to amend the original motion (approving a 4.5% second-tier increase) which passed unanimously at the last meeting. His amendment called for an increase of 6% for second-tier tuition and a total tuition increase of 9%. Kay Greene seconded the motion, and it passed unanimously.

President Benson and Rick publicly thanked Senator Blackham and Representative Johnson for their support and asked the Trustees to communicate their appreciation to the legislators as well.

#### Mission and Roles Update

Brad Winn referred the Trustees to the mission and role materials provided in their packets. He reminded the Board that they approved the mission in November and explained that the Commissioner's Office staff and CAOs had had numerous discussions since that time. He reviewed the minor changes made – based upon the associate commissioners and CAOs' recommendations – and asked the Board to approve the amended document. President Benson reported that the mission and role statement would be presented to the Board of Regents later this week.

Hearing no objections to the changes, Vice Chair McGarry entertained a motion to approve the modified mission and role statement as presented. Tim Blackham so moved, and Kay Greene seconded the motion. It passed unanimously.

Vice Chair McGarry complimented the administration and involved employees for their work on this project, and President Benson thanked Brad for his leadership throughout the process.

#### Personnel Policies

Claudia Jarrett reminded Board members of the shared governance model they approved in their June meeting and asked that *Personnel Policy 13.1.4: Changing or Establishing General Personnel Policies*, which had been modified to incorporate personnel policy changes into the new governance model, be approved. Tim Barney made a motion to approve Personnel Policy 13.1.4 as presented. Jerold Johnson seconded the motion, and it passed unanimously.

Claudia next referred the group to *Personnel Policy 13.2.1: Employment Policies* and reported that she had been instructed to merge this policy for the two campuses. She noted that the biggest change was the time-frame required for non-exempt positions. This modified policy, Claudia explained, called for a fifteen-day search, rather than a thirty-day search, for such positions. Rick White asked about the portion of the policy that outlines current guidelines for writing letters of recommendation, and Claudia explained that the waiver mentioned is for the protection of the employee and the College. Hearing no more

discussion, Tim Blackham made a motion to approve Policy 13.2.1 as presented. Kay Greene seconded the motion, and it passed unanimously.

#### Advancement and Tenure Recommendations

Brad Winn briefly reviewed the candidates for advancement in rank and/or tenure status and noted their teaching disciplines. He asked the Trustees if they would like additional information in the future and committed to provide them with the requested information. Brad commented that he had never associated with a better faculty and reported that he had no reservations in recommending the listed faculty members. Carl Albrecht made a motion to approve the advancement and tenure recommendations. Kay Greene seconded the motion, and it passed unanimously.

#### Comments from Board Members

Vice Chair McGarry asked if there were additional comments.

- Tim Blackham asked about the status of the library, and Rick Wheeler reported that he continues to meet with various groups to make the partnership happen.
- Jed Christensen asked about Commencement, and President Benson reported that he is waiting for a final answer from the White House. It was noted that Commencement is tentatively scheduled for Wednesday, May 12, but may change depending on President Bush's schedule.
- Carl Albrecht informed the group that he had heard that the final outcome of Kimble Blackburn's parole hearing was thirty months, not forty-seven months. Rick White confirmed this.
- Doug Barton showed the group a flyer his daughter had received for a career conference at UVSC and asked if Snow has a similar program. President Benson reported that the College does invite the local sixth graders to campus for a day-long workshop and noted that more needed to be done.
- Jerold Johnson expressed his disappointment in Snow's recruitment efforts at the tournaments in Richfield. Rick White reported that he would check into the situation.
- Gwen McGarry thanked the responsible party for the press packets. She indicated that she enjoyed reading the news; President Benson reported that he would pass along the compliment to Rick Pike.

#### Adjournment

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