



*Snow College
Board of Trustees*

Next meeting:

September 1, 2000 ♦ 10:00 a.m.
Great Basin Environmental Education Center
Snow College ♦ Ephraim, Utah
Lunch will be served

Includes agenda for the next meeting and minutes from
the July 25, 2000 meeting.

If you desire special accommodations in order to participate in this meeting,
please contact Marci Larsen at (435)283-7010.

0

0

0

Snow College Board of Trustees' Agenda
Friday, September 1, 2000 ♦ 10:00 a.m.
Great Basin Environmental Educational Center
Snow College ♦ Ephraim, Utah

Welcome	Mark Stoddard
Unfinished Business**	
Action Item: Minutes of May 18, 2000 Meeting	Mark Stoddard
Action Item: Investment Report	Gary Arnoldson
Action Item: Preliminary 2000-2001 Budget Approval	Larry Christensen
Action Item: Minutes of July 25, 2000 Meeting (Tab P)	Mark Stoddard
Chairman's Report	Mark Stoddard
Student Body President's Report	Jacob Christensen
Action Item: Investment Report (Tab Q)	Gary Arnoldson
Action Item: Personnel Policies**	Claudia Jarrett
13.1.3: Confidentiality and Employee Access to Records	
13.1.7: Extra, Overload, and Overtime Compensation	
13.2.1: Employment Policies	
13.2.3: Disciplinary Sanctions of Staff Personnel	
13.2.9: Probationary Period	
13.2.15: Working Hours – hand carried to the meeting	
13.2.16: Sexual Harassment – hand carried to the meeting	
13.3.10: Coordination of Disability Benefits – hand carried to the meeting	
13.5.5: Early Retirement Program	
13.5.9: Death Benefits	
13.6.1: College Property – hand carried to the meeting	
13.6.4: Personnel Records	
13.7.1: Discrimination/Grievance Complaint Procedure – hand carried to the meeting	
13.7.4: Grievance Procedure	
Financial Audit Review (Tab R)	Gerald Day
President's Report	Gerald Day
Executive Session if Needed	

**Please remember to bring the materials you
were given before and during our May meeting.

0

0

0

**Snow College Board of Trustees
Official Minutes from July 25, 2000
Snow College South Conference Center
Richfield, Utah**

Members Present: Carl Albrecht, Rick Bartholomew, LuAnne Brown, Jacob Christensen, Jerold Johnson, Robyn Kremer, Gwen McGarry, Mark Stoddard, Richard Waddingham, and Scott Wyatt

Advisory Board Members Present: Cami Horton, Nancy Jensen, Linda Ogden, and Stan Wood

College Personnel: Gary Arnoldson, Noel Bailey, Kimble Blackburn, Larry Christensen, Patsy Daniels, Gerald Day, Carl Holmes, Claudia Jarrett, Lisa Johnson, Marci Larsen, Craig Mathie, Andy Morgan, Stan Nielson, Leigh Ann Wheeler, Rick Wheeler, and Rick White

Welcome

Chairman Stoddard called the meeting to order and welcomed everyone.

Discussion with Snow College South Advisory Board

Chairman Stoddard invited the Snow College South advisory board members to express concerns and make suggestions to the board. Maintenance of the technical programs of the south campus, open exit/entry procedures, compensation for the advisory board members, the relationship between the employees of the two campuses, and the degree of faculty integration were the issues raised by advisory board members. Chairman Stoddard thanked the members for their insight and concern, and he reminded the group that the Board of Trustees will continue to work to best meet the needs of the students of both campuses.

Update on Applied Technology Education Task Force

President Day briefly explained the background and recent happenings of the Applied Technology Education task force. He summarized his personal interpretation of the possible future ATE governance in the state: (1) governance will remain as it currently is (2) the task force will make a recommendation that all adult education be governed by one body or (3) a third board, specifically for ATE, will be created.

President Day informed the board members that this task force will definitely affect both campuses of Snow College, and he encouraged the members to stay informed of the happenings.

Snow South Report

Carl Holmes addressed the Multi-Events Center, student performances, and housing. He informed the board that a company had conducted research regarding the Multi-Events Center, and copies of the company's executive summary were provided to board members. Carl briefly reviewed the document and shared a separate funding summary sheet. He reported that a decision had been made to go forward with the bond, and he commended his staff members for the time and effort they continue to contribute to this project.

Carl also commended the south campus students for the successes they are experiencing. Several students have received national recognition, and he informed the board members that he planned to host a luncheon for the honored students.

Housing was the final topic Carl discussed with the board. He provided copies of the advertisement for the project house, and he updated the board on the student housing project. Evergreen will be the general contractor, and they will be one year behind the projected schedule.

Personnel Policies

Claudia Jarrett referred the board to Tab U, and the board members discussed each policy in detail. A few words and typographical errors were changed, and the following actions were taken:

- Policy 13.2.5, Reduction in Force: Motion to approve made by Scott Wyatt, seconded by Richard Waddingham, and passed unanimously. Effective date: July 1, 2000
- Policy 13.2.14, Payment in Lieu of Notice of Termination: Motion to approve made by Carl Albrecht, seconded by Gwen McGarry, and passed unanimously. Effective date: July 1, 2000
- Policy 13.2.15, Working Hours: Motion to approve made by Robyn Kremer, seconded by Jerold Johnson. Motion failed. Scott Wyatt suggested that President Day and Carl Holmes revisit this policy, considering the philosophy of being one institution. He then moved to table this policy until the next meeting. Richard Waddingham seconded the motion, and it passed unanimously.
- Policy 13.5.10, Qualifications and Wages for Substitutes: Motion to approve made by Scott Wyatt, seconded by Carl Albrecht, and passed unanimously. Effective date: July 1, 2000
- Policy 13.6.1, College Property: Motion to table made by Robyn Kremer, seconded by Scott Wyatt, and passed unanimously.
- Policy 13.7.1, Discrimination/Grievance Complaint Procedure: Motion to table made by Richard Waddingham, seconded by Gwen McGarry, and passed unanimously.

Non-credit Course Approval

Carl Holmes presented the revised syllabi for the Culinary Arts program. He explained that before SCS can receive non-credit course funding from the Regents, the program must be approved by the governing board. Carl Albrecht moved to approve the proposed curriculum for the Culinary Arts department. Robyn Kremer seconded the motion, and it passed unanimously.

Tour of Shop Expansion

Carl Holmes and his assistant vice presidents conducted a tour of the newly finished shop expansion.

Amend Agenda

Due to time constraints, LuAnne Brown made a motion to amend the agenda and move the remaining items to the next meeting. Gwen McGarry seconded the motion, and it passed unanimously.

Adjourn to Executive Session

Jerold Johnson moved to adjourn to executive session for a discussion concerning personnel matters. The motion was seconded by Carl Albrecht, and all voted in favor of the motion.

Executive Session Discussion

Based on the the executive session discussion, Carl Albrecht moved to accept the proposed salaries for the Snow College administrators. Gwen McGarry seconded the motion, and it passed unanimously.

Adjournment

Carl Albrecht moved to adjourn the meeting. Richard Waddingham seconded the motion, and it passed unanimously.

Next Meeting

The next meeting will be held on Friday, September 1, 2000, at 10:00 a.m. The Trustees will gather on the north side of the Noyes Building and car pool to the GBEEC.

