

UVSC
BOARD OF TRUSTEES MEETING
Thursday, December 11, 2003
7 p.m., SC213c

Board Members Present

Karen Ashton
Melanie Bastian
Dan Campbell
Jonathan C. Coon
Ron Dallin
Tom Heal
Michael Mower
Swen Swenson
John Zenger

UVSC Staff Regular Attendees

William A. Sederburg, President
Brad Cook, Vice President Academic Affairs
Cory Duckworth, Vice President Planning and Student Services
Ellen Hall-Loveland, Faculty Senate President-Elect
Linda Makin, Director of Budgets
Cameron Martin, Assistant to the President
Karen Olsen, Secretary to the Board
Val Peterson, Vice President Administration and External Affairs
Shad Sorenson, PACE President
Ian Wilson, Vice President Institutional Advancement and Marketing

Board Member Excused

David Bradford

Guests and Other UVSC Personnel

Nancy Bartlett, Human Resources Director/Equity Officer
Sam Rushforth, Dean of the School of Science and Health
Holly Zenger

Chair Jack Zenger called the meeting to order at 7:10 p.m. Trustee members and their guests were hosted at a holiday reception along with the UVSC Foundation Board at the President's home earlier this evening.

I. INFORMATION

- A. President's Report. a) President Sederburg has met with 13 of the 16 Utah County Legislators to discuss issues for the upcoming legislative session and has attended an Interim Session at the Capitol, b) an update of progress on the baseball field was given, c) the Human Resources portion of Banner will go live beginning January 1, d) the quality improvement initiative is going forward and will be discussed later in the meeting with one of the first projects being the performance evaluation initiative, e) the administrative suite is in the process of re-design (funding discussion to follow), f) the relationship between UVSC and the MATC is in discussion. It is felt the MATC should become more independent.

Institutional Advancement and Marketing. a) The UVSC Foundation has contracted with the local Merrill Lynch office to manage the College endowment fund that was previously managed by Communfund, b) new Foundation Board members are Steve Gibson, Stephen M.R. Covey, Tom Whitaker, and Bill Raymond, c) the fall edition of Sequel alumni magazine has been published and distributed, d) recent significant donations to the College were listed, including Orin Woodbury, R&B Inc., Mary D. Nelson, Leslie D. Mower, and Nadine Gilmore.

Student Affairs and Strategic Planning. a) over \$2,000 was raised for Quarters for Christmas and Athletics are sponsoring ten Sub-for-Santa families, b) the One-Stop-Shop (Quick Stop) will begin January 5, 2004, and will help students move quickly

through the process, c) Dean Tom McFarland and Cory Duckworth will co-chair the Tuition Waiver and Scholarship Task Force who will be reporting to the Trustees at the March meeting.

ASUVSC. a) Students will provide Christmas for around 100 families and spent an early morning shopping at WalMart, b) student government sponsored a dinner with local legislators and the Lieutenant Governor to make them more aware of student issues, c) UVSC student government leaders were featured in the recent issue of *Student Leader*, a national leadership magazine. Copies were given to the Trustees.

Academic Affairs. a) Vice President Cook reported on Governor Walker's higher education budget report which was presented to the Board of Regents this afternoon. She is asking for a 4% increase for higher education which translates to \$39 million (\$16 million for benefits and compensation). She is asking for \$2.5 million for enrollment growth which is only 5.7% of unfunded growth), \$1.5 million for operations and maintenance (UVSC is asking for \$1.3 million to cover our unfunded O&M), and \$1 million for the engineering initiative. The recommendation was made that all remedial and developmental education in higher education become self-funded. Vice President Cook indicated approximately 46% of our students who enter from high school need remediation, and these are typically the same students who can least afford it. Governor Walker is also discussing an academy for remediation, which further delineates remedial students. President Sederburg indicated it was heartening to note the state will not have a negative budget, and Budget Director Makin noted 4.5% of the increase will be funded from tuition and 3.65% from tax funds, so students are still bearing the burden. b) information was listed on the handout on upcoming events at the Woodbury Art Museum and federal appropriations secured.

Faculty Senate. Ellen Hall-Loveland, Faculty Senate President-elect, was asked to report on Faculty Senate. a) Recommendations made on the Information Grievance Resolution have been approved and will now go to an ad hoc committee that will include PACE and the Adjunct Council, b) they are revising the Constitution and By-Laws to bring them in line with policies that have been redone, including the Tenure Policy, c) Faculty Senate will become more engaged by agreeing to increase the amount of reassigned time for the Faculty Senate President, which will also allow the Senate President to attend meetings during the summer. d) The Academic Vice President and President will be removed as voting members of the Senate, and PACE and the Adjunct Council will have voting members.

- B. Trustee Program Review - Report for the School of Science and Health. Vice President Cook introduced Sam Rushforth, Dean of the School of Science and Health, who presented a brief summary of the program review prepared for the Board of Trustees. Dean Rushforth distributed a more accurate copy of the report. He explained the School of Science and Health is growing and robust. Thirty students graduated with Bachelor degrees in Biology - 11 have been accepted to medical school and 6 to dental school. 100% of their graduates are being accepted into professional schools. This year 20

students entered dental school before graduation. The School is hiring faculty that are extremely well qualified. They have also hired a new Associate Dean, Bill Evanson, who is an internationally acclaimed physicist. IHC is very supportive of our Nursing program and have given major contributions to the program the past several years. They have also sponsored a summer cohort of students to be trained for the Wasatch County area. Trustee members asked several clarification questions on the report and expressed appreciation for the information.

- C. Commencement Speaker. Vice President Wilson distributed a list of nominees for Commencement speakers that was prepared last year, with additional nominees from Academics. Dr. Wilson indicated the speaker should have name recognition, be able to inspire the students, be respected, and be able to continue ties with the college. His suggestions were for Senator Bob Bennett; Gordon Gee, President of Vanderbilt University who has local ties; Terry Tempest Williams, a writer and speaker on environmental issues; or Garrison Keillor, author and radio host. Other names suggested were Steve Young and Sheri Dew. Trustees indicated their first choice would be Senator Bennett. He will be contacted and if unavailable a second choice will be identified in the January meeting.

Honorary Degrees. Vice President Wilson presented the names of Boyd and Jill Smith as honorary degree recipients. They have sponsored a foundation at the College to fund minorities from the Palo Alto area. They have established two elementary schools in the Palo Alto area for disadvantaged young people, and have been very involved in the community. Trustee Ashton motioned approval of honorary degrees for Boyd and Jill Smith to be presented at Commencement. Trustee Swenson seconded and voting was unanimous.

President Sederburg said Utah is hosting the Utah/Russian games here in February. In attendance will be Mayor Luskov from Russia and former Governor Leavitt. Mayor Luzhkov will be invited to speak on campus at that time. President Sederburg suggested honorary degrees be presented to Mayor Luzhkov and Governor Leavitt at this time. Trustee Mower motioned these two individuals be awarded honorary degrees in February if they are able to be in attendance. Trustee Bastian seconded. Voting was unanimous.

- D. Report on Quality Improvement Initiatives. Director Nancy Bartlett distributed a report on the UVSC Quality Improvement Initiative. Five Year Goals were listed including increasing the quality of the UVSC experience, incorporating continuous quality improvement into the culture, improving quality in all processes and empowering employees. The one-year plan was identified and Trustees part was noted. Trustees will be asked to provide an outside view of where UVSC should engage quality improvement on campus, and review policy revisions resulting from quality improvement initiatives.

Tomorrow the College Leadership Council will be meeting with a consultant for an afternoon of training. Each Vice President will be asked to identify 1-2 projects which will be on-going. Current projects include the One-Stop-Shop, web improvement, and performance management. Chair Zenger noted the success of some of America's greatest

companies has been an outcome of taking quality seriously, and he is very pleased to see the College embarking on this initiative. Trustee Campbell agreed and asked if a bidding process for consulting had taken place and the cost. President Sederburg explained four firms were invited to present. These firms will be on the RFP and may be used by anyone on campus as consultants in their specific areas. Petrous will be doing a one-time presentation tomorrow. He estimates the total cost will be around \$25-50,000, and will be done piecemeal.

II GENERAL CONSENT CALENDAR.

- A. Minutes of November 13, 2003 Board of Trustees Meeting
- B. Human Resources Report for October 2003
- C. Investment Report for Month ending October 31, 2003.
Motion was made by Trustee Mower to approve the general consent items listed above. Trustee Ashton seconded. Voting was unanimous.
- D. Institutional Interest Income Transfer. Director Makin explained one of the comments after an audit of the Institutional Interest Income account were expenses were not aligning with the purpose. For this reason she is requesting the following funds be transferred with Trustee approval. a) \$15,000 from Faculty Development be transferred to Faculty Travel. This reflects proper use of the funds, b) \$15,000 budgeted for Moving Expenses be transferred to Furniture. This request is made to use unexpended funds to purchase chairs for the concourse leading into the Liberal Arts building. Trustee Bastian motioned approval of the request to transfer Institutional Interest Income funds as listed above. Trustee Campbell seconded. Voting was unanimous.

III ACTION.

- A. Merge Departments of Business Systems Administration and Education and Business Computer Information Systems. Vice President Cook explained these two programs are closely aligned and the request will eliminate duplication and redundancy, and be cost effective. The Executive Assistant-Medical Emphasis degree will be eliminated, and other minor name changes will take place. Trustee Ashton motioned the request for merger of these two departments be approved, Trustee Dallin seconded. Voting was unanimous.
- B. Move Culinary Arts Institute from the School of Business to the School of Technology, Trades and Industry. Trustee Campbell motioned the request to move the Culinary Arts Institute to the School of Technology, Trades and Industry be approved. Trustee Swenson seconded. Voting was unanimous.
- C. Institutional Interest Income Budget for Administrative Suite Furniture and Remodeling. Vice President Peterson requested money from the Institutional Interest Income budget be used to update the Administrative Suite. This area has not been remodeled since it was built in 1984.

The funds will be used for new carpet, paint and furnishings. Existing furniture will be used in other areas in the College. Trustee Heal motioned the request to use Institutional Interest Income funds for administrative suite furniture and remodeling be approved. Trustee Ashton seconded. Voting was unanimous.

President Sederburg noted the Capital Adviser plaque will be moved from the hallway outside the Administrative Suite, and Trustees will be recognized in this area.

Trustee Bastian was congratulated on the birth of her new granddaughter and was excused from the November Trustee meeting as her granddaughter was born that day.

Ron Hammond, former Faculty Senate President has written several books. Trustee members were given a signed copy of his latest book *Bill's Secret Wise Man*.

Trustee members expressed thanks for the updates on College activities and for receiving the student newspaper.

President Sederburg noted the Heber Valley community will be meeting in a summit on January 7 and 16th for strategic planning, including the importance of the UVSC site. This group has challenged UVSC to present them a five-year plan. Chair Zenger is on the Heber Valley committee, and President Sederburg will be working on a proactive plan over the holidays to present to that meeting. He will e-mail the Trustees this information before the meeting and asked for any input.

Regular meeting adjourned at 8:05 p.m.

Chair Zenger motioned for approval to move to Executive Session to consider other matters as permitted by the Utah Open and Public Meetings Act.