

## UVSC BOARD OF TRUSTEES

February 8, 2007

7 p.m. – Canyon Park Technology Center, L102

### Board of Trustee Members Present

Dan Campbell  
Karen L. Acerson  
Janette Hales Beckham  
Jason Chaffetz  
Timothy R. Clark  
Ron Dallin  
Jeff Kahn  
Carolyn Merrill  
Doyle Mortimer  
Tom Powell  
Andrew Stone

### UVSC Regular Attendees

President William A. Sederburg  
Steve Clark, Faculty Senate President  
Cory Duckworth, Vice President Student Services  
Val Hale, Associate Vice President Advancement/Marketing  
Linda Makin, Director of Budgets  
Cameron Martin, Assnt to President for Institutional Development/Planning  
Karen Olsen, Secretary to the Board  
Merrill Oyler, PACE ? (for Louise Bridge)  
Val Peterson, Vice President Administration and Legislative Affairs  
Jared Sumsion, Coordinator Constituent Affairs  
J. Karl Worthington, Interim Academic Vice President

### UVSC Guests

Nancy Bartlett  
Mark Bezzant, Associate VP for School,  
College and University Partnerships  
Rick Griffin, Policy Task Force  
Laurie Hadley, State Director, GearUp  
Gerald Harris, Web  
Ryan Johnson, Media Technician  
Brett Michaelis  
Brent Turner, Internal Auditor

### Dinner Guests

Bruce Jackson, Director of Center for Leadership  
Kayli Bastion  
McKay Hardy  
Ashley Harper  
Kasie Hugh  
Natalie Miner  
Jordon Rushton  
Chelsea Stone  
Landon Welch

### Press

Laura Hancock, Deseret Morning News

*Student members of the Presidential Leadership Program were dinner guests. Bruce Jackson, Director of the Leadership Center, talked about the program and distributed information. Student members introduced themselves and told how they had benefited from being part of the program..*

## I. INFORMATION

**A. Internal Audit Yearly Summary.** Brent Turner, Internal Auditor, referred to the information in the agenda on internal audit activities. All of these audits are reviewed by the Trustee Audit Committee, and were recently reviewed with the Regents Audit Committee. Mr. Turned explained after he conducts an audit, a compliance review is held six months later to see if the recommendations have been implemented. The Trustee Audit Committee meets on a regular basis and reviews risk assessments at the institution, receives a report from legal counsel and occasionally the state auditors, and also works closely with the Internal Auditor. Mr. Turner is a direct liaison with the Trustees and the state auditors for a report system of any improprieties at the college. Trustee Clark said the state auditors reported at their last meeting it has been a clean, tight year, and Mr. Turner and the college teams have done an excellent job.

**B. Presidential Leadership Program.** The Presidential Leadership Program is made up of thirty-two outstanding freshman students, and will be a model for residential learning communities. Next year these students will continue as the sophomore group and a freshman cohort will be added. Trustees asked if there were other learning communities planned for the future and were told it is hoped others will be added, such as a honors group. An adjoining housing complex marketed reduced rates to honors students this year, and have been successful in housing a group of honor students together. Vice President Duckworth added they anticipate there will be over 100 applications for the 36 openings in the leadership program next year and it will continue to grow.

**C. Honors Program.** This item will be postponed until next meeting when Honors students will be invited to attend Trustees.

**D. Benefits Funding.** This item was discussed in conjunction with policy approval under Action item A2.

**E. Trustees Award of Excellence.** Trustees Acerson and Clark will be reviewing the twelve nominations for Board of Trustee Awards of Excellence. Their recommendations will be approved at the March Board of Trustees meeting. The Awards of Excellence evening will be held on March 27.

**F. Policy Task Force Report.** The Policy Task Force members Cameron Martin, Rick Griffin and Steve Clark reported on progress made. In Phase I they benchmarked UVSC policies against policies at other USHE institutions, and others including Boise State. Results were listed in a report distributed to Trustees and included findings of policies not currently in place at UVSC and those that expose the college to risk. They began the process by reviewing the policies at greatest risk, as well as those that will improve the system. They also noted the biggest gaps were under governance and organization. In Phase II they established benchmarking against national best practices by reviewing the best institutions. They also began developing a web based system, writing a policy governing system, and beginning recodification. The task force identified eight best practices: 1) policy approval process, 2) policy approval process flowchart, 3) policy office or personnel, 4) policy on policies, 5) use of policy template to insure consistencies in writing and style, 6) policy writing guide, 7) policy cover sheet, and 8) policy pipeline. With the implementation of TOPS (The Online Policy System) in March, UVSC will have the full compliment of resources. Nancy Bartlett is serving as the facilitator in the policy office.

Gerald Harris and Brett Michaelis gave a demonstration of TOPS. Nathan Gerber, who couldn't attend tonight, was also instrumental in developing the system. This system allows search by word or topic and also advanced search features. Policies have been recodified in the system. Trustees complimented the task force on their excellent work. Trustees will now have the ability to be more involved in the policy approval process by reviewing and following the policies through the process before they are brought to Trustees for final approval.

**G. President's Report.** President Sederburg noted items of interest from the Campus Highlight report: Executive 1) recent trip was taken to Northern Kentucky University to observe a national leader in economic development and community engagement. 2) State of the College address was given on January 30. The theme was "Utah, the state, needs UVSC to have university status, not just the local region", c) The bill on university status is having its second reading and debate on the senate floor at 11 a.m. tomorrow. President Sederburg and others will be meeting earlier with Senate leadership. SB70 will then go to the House with a probable hearing in a house committee. Vice President Peterson said there are concerns among legislators on the spending cap and funding, but there is general consensus on the need. SB90 contains the funding request from the Commissioner, and SB70 contains a fiscal bill of \$10 million for university. Also, 75/25 funding became the second priority item for the higher education subcommittee. Institutional Advancement and Marketing. 1) Radio ads are being broadcast on university and there will be TV ad. A copy of the newspaper insert was distributed which will run on February 20 in the Daily Herald, Salt Lake Tribune, Deseret News and Wasatch Wave to reach over 250,000 homes. 2) Fulton Challenge goal was \$313,000. This goal was passed and Ira Fulton matched all contributions and presented a check for \$512,000. A celebration was held where Mr. Fulton announced his goal to raise an additional \$10 million for university by the end of February, of which he will match \$5 million. About \$2.5 million has been raised and contributions can be made over five years. There will also be a Fulton Challenge II which will begin in March. 3) Last evening the movie "Ultimate Gift" was presented in an advance showing. Many community members were invited with around 250 attending and was a successful event. Academic Affairs. The yearly Undergraduate Research Conference was held recently with over 40% of Utah entries from UVSC. Administration and Legislative Affairs. The EDW and ODS data systems were purchased for a total price of \$330,000 before maintenance. ASUVSC. Six students stood for thirteen hours for the chance to win a Playstation 3. Student Affairs. 1) The number of students participating in internship opportunities has increased dramatically, thanks in part to the efforts of the internship coordinator Carrie Boone-Jones. 2) Trustees were invited to UVYou Days which are being held periodically on Saturday mornings to introduce students to various majors on campus. This Saturday will be Education.

#### **H. Other**

Trustees asked for an opportunity to receive information and be able to discuss items and policies of interest. One such area is academic freedom. Vice President Worthington distributed information including the 1940 statement on academic freedom written and adopted by the American Association of University Professors and used as a guideline nationally. Trustee Mortimer referred to a statement made by a study from the Association of American Colleges and Universities adopted in 2005 that indicates universities must protect academic freedom and understand educational responsibility. President Sederburg said UVSC promotes professionalism and feels the broad community is supportive of having a variety of dialogues, but in a professional manner. If this professionalism is violated there are procedures in place to deal with individual situations, including a formal grievance process. All students are given a copy of the

student rights and responsibility code during orientation and given information on whom to contact. President Sederburg added the MyUVSC link on the web page is an anonymous reporting system that has proven effective. A task force will also be created regarding spirituality on campus to provide guidelines on professionalism in this area.

Trustee Beckham motioned to move to Executive Session to discuss items permitted under the Utah Open and Public Meetings Act. Trustee Dallin seconded. Voting was unanimous.

## II. GENERAL CONSENT CALENDAR

### A. Minutes of December 14, 2006 Board of Trustees Meeting

### B. Investment Report for November and December 2006

### C. Human Resources Report for November and December 2006

**D. Multiyear Database Software for GearUp Grant.** Laurie Hadley, State Director of GearUp explained their program and the funding request. GearUp is a state-wide program for low income students. The tracking system software allows them to aggregate data and provide evaluation data for reporting to the federal government. GearUp has many individual programs for students such as peer tutoring, etc., and they are expected to track student progress. 2500 students are served state-wide at full capacity. It is very common for state-wide programs to have data systems such as is requested.

**E. Manufacturing Extension Partnership Increase for Teamworks,** Vice President Peterson said the Manufacturing Extension Partnership hires individuals, such as engineers, on a part-time basis. The request is to extend this hiring which would be an expenditure in excess of \$150,000 and thus needs Trustee approval.

Trustee Clark motioned for approval of the General Consent Calendar. Trustee Dallin seconded. Voting was unanimous.

## III. ACTION

### A. Policies

**1. Investments.** This policy previously designated who the treasurer of the college would be. The policy was changed to say the treasure of the college would be appointed based upon the recommendation of the President in consultation with the Vice President of Administration and the approval of the Board of Trustees. Policy also indicates Trustees will approve investments on a regular basis. Vice President Peterson is currently the college treasurer with an on-going appointment. Trustee Dallin motioned for approval of the Investment policy. Trustee Clark seconded. Voting was unanimous.

**2. Self-Funded Health Plan Financial Management.** This is a new policy that was written after the college went to self-insurance. It delineates the process of managing the investment pool to back up benefit claims. Policy discusses accumulations of reserves, and states that the plan would be fully funded when six months of reserves are met. If more than six months reserves are accumulated the President can utilize those funds for other purposes, as deemed appropriate. The fund is doing well at this point, and reports will be given to Trustees on a periodic basis. Linda Makin noted the claims to premium ratio is doing well. Trustee Beckham motioned for approval of the Self-Funded Health Plan Financial Management policy. Trustee Acerson seconded. Voting was unanimous.

**3. Supplemental and Adjunct/Overload Pay Methods.** This policy is a result of a quality initiative that outlined recommendations for policy. Policy outlines different ways employees are being paid, which was inconsistent in the past. It also corrects inconsistencies and defines terms. Trustees asked the fiscal impact, which is believed to be positive. Trustee Acerson motioned for approval of the Supplemental and Adjunct/ Overload Pay Methods policy. Trustee Dallin seconded. Voting was unanimous.

*Meeting adjourned at 10:15 p.m.*