

**UTAH TECH UNIVERSITY
MINUTES OF THE BOARD OF TRUSTEES MEETING**

Friday, March 10, 2023

Zions Bank Room, Holland Centennial Commons 537
8:00 a.m. – General Session

TRUSTEES PRESENT

Tiffany Wilson, Chair
Betty Barnum
Larry Bergeson
Ginger Chinn
Mitchell Cloward
David Elkington (attended virtually)
Danny Ipson (attended virtually)
Colleen Kvetko, Vice Chair
Devon Rice

TRUSTEE ABSENT

Deven Macdonald

UTAH SYSTEM OF HIGHER EDUCATION REPRESENTATIVE PRESENT

Geoffrey Landward, USHE Deputy Commissioner and Secretary to the Utah Board of Higher Education (attended virtually)

UNIVERSITY REPRESENTATIVES PRESENT

President Richard B. Williams
Christine Arlotti, Executive Assistant to Administrative Affairs
Theresa Bondad, Assistant to the President
Ron Bridge, Chief of Police
Eli Bermudez, Dean for College of Health Sciences
Becky Broadbent, General Counsel
Vince Brown, Instructor of the Practice in Political Science
Rico Del Sesto, Associate Professor of Chemistry
Travis Ficklin, Associate Professor of Exercise Science/ Department Chair
Jeff Jarvis, Dean of the College of the Arts
Scott Jensen, Executive Director of Business Services
Chris Guymon, Associate Provost for Academic Planning & Operations
Scott Jensen, Executive Director of Business Services
Michael Lacourse, Vice President of Administrative Affairs and Provost
Brad Last, Vice President of Advancement/Development
Stephen Lee, Dean for College of Humanities & Social Sciences
Joseph Lovell, Associate Professor of Recreation & Sports Management
Paul Morris, Vice President of Administrative Affairs
Matt Nickodemus, Executive Director of Institutional Effectiveness
Mike Peterson, Associate Professor of English/Department Chair
Kelly Peterson-Fairchild, Dean for Library & Open Learning Services
Travis Rosenberg, Executive Director of Human Resources
Brenda Sabey, Dean of the College of Education
Jordon Sharp, Vice President of Marketing & Communication
Brad Sutterfield, Head Mens Golf Coach
Josh Thayn, Executive Director of University Safety & Risk Management
Henrie Walton, Assistant to the President for Government & Community Relations

Mark Walton, Chief Information Officer
Glenn Webb, Faculty Senate President/Associate Professor of Music
Kyle Wells, Dean of the College of Business
Courtney White, Associate Vice President of Executive Affairs and Chief of Staff

GENERAL SESSION

WELCOME

At 8:02 a.m., Tiffany Wilson, Chair of the Utah Tech University (UT) Board of Trustees, called the meeting to order and welcomed everyone to the meeting.

ACTION ITEMS

Approval of Minutes for January 27, 2023

Chair Wilson asked for a motion to approve the January 27, 2023, Meeting Minutes. Motion to approve the Minutes by Mitch Cloward; duly seconded by Betty Barnum. Chair Wilson asked for a discussion on the motion. Seeing none, Chair Wilson called for a vote to approve the BOT Meeting Minutes for January 27, 2023. Action: Motion approved unanimously.

Early Retirement Requests

Early Retirement Requests were presented to the Board of Trustees for approval by Vice President Paul Morris for the following employees:

- Paula Alger, Business Programs Coordinator
- David Zielke, Librarian—Head of Library Operations

Chair Wilson called for a motion to approve the Early Retirement Requests for Paula Alger, Business Programs Coordinator and for David Zielke, Librarian—Head of Library Operations. Motion to approve the Early Retirement Requests by Betty Barnum; Motion duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

Policy Approvals

Chair Wilson said that Larry Bergeson, Trustee Policy Committee Chair, was tasked with working with the campus Policy Steering Committee on policies, and she reminded fellow Board Members that the policy approvals had been reviewed by the Policy Steering Committee and approved by University Council.

ADMINISTRATION

125: Email Recruitment of Survey Participants (New)

Dr. Matt Nickodemus presented Policy 125: Email Recruitment of Survey Participants (New) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 125: Email Recruitment of Survey Participants. Motion to approve by Colleen Kvetko; Motion duly seconded by Ginger Chinn. Action: Motion approved unanimously.

ADMINISTRATIVE AFFAIRS

Travis Rosenberg presented the following three (3) policy approvals to the Board of Trustees:

- **306: Equal Employment Opportunity, Affirmative Action, and Veterans' Preference (Revision)**
- **306A: Veterans' Preference Eligibility Notice (Signature Form) (Revision)**
- **343: Benefits, Payroll Deductions, and Worker's Compensation (Revision)**

Chair Wilson asked for a motion to approve Policies 306: Equal Employment Opportunity, Affirmative Action, and Veterans' Preference (Revision); 306A: Veterans' Preference Eligibility Notice (Signature Form) (Revision); and 343: Benefits, Payroll Deductions, and Worker's Compensation (Revision). Motion to approve by Ginger Chinn; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

ACADEMIC AFFAIRS

New Programs

MFA Studio Professional: Dean Jeff Jarvis presented the MFA Studio Professional degree for approval to the Board of Trustees. Dean Jarvis explained that the MFA Studio Professional is a career-focused degree with many pathways for students. The Board Members discussed comments from peer institutions and the USHE Commissioner's recommendations and asked about any associated new costs with the program. Dean Jarvis said there were no new costs and that the program would launch after the McDonald Building remodel. Chair Wilson called for a motion to approve the MFA Studio Professional degree. Motion to approve by Betty Barnum; Motion duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

MS Sports Management: Dean Eli Bermudez, Travis Ficklin, and Joseph Lovell, presented the MS Sports Management degree to the Board of Trustees for approval. Travis Ficklin explained that the degree is an accelerated program for athletic administration and sports management. The Board Members discussed comments from peer institutions and the USHE Commissioner's recommendations. Chair Wilson called for a motion to approve the MS Sports Management degree. Motion to approve called by Ginger Chinn; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

AA/AS English: Mike Peterson presented the AA/AS English to the Board of Trustees for approval. The Board Members discussed comments from peer institutions and the USHE Commissioner's recommendations. Chair Wilson called for a motion to approve the AA/AS English. Motion to approve called by Betty Barnum; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

Reaffirmation

Chair Wilson explained that USHE provided the Board of Trustees with peer review reports after the Board of Trustees had approved the following three (3) programs, AS/AAS in Hotel and Resort Operations and BS in Hotel and Resort Management, during the January 27, 2023, BOT meeting. The Executive Committee thought that it would be appropriate to reaffirm support of these programs after receiving and reviewing the peer review reports from USHE.

Provost Michael Lacourse presented the following three (3) degrees to the Board of Trustees for Reaffirmation:

- Associate of Applied Science in Hotel and Resort Operations
- Associate of Science in Hotel and Resort Operations
- Bachelor of Science in Hotel and Resort Management

The Board Members discussed comments from peer institutions and the USHE Commissioner's recommendations. Chair Wilson called for a motion to Reaffirm the following three (3) degrees: Associate of Applied Science in Hotel and Resort Operations; Associate of Science in Hotel and Resort Operations; and Bachelor of Science in Hotel and Resort Management. Motion to Reaffirm called by Colleen Kvetko; Motion duly seconded by Mitch Cloward. Action: Motion approved unanimously.

New Minor: Political Science

Vince Brown presented the Political Science Minor (New) to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Political Science Minor. Motion to approve the Political Science Minor called by Mitch Cloward; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

New Emphasis for BS Information Technology—Development Operations (DevOPS)

Provost Michael Lacourse presented the Emphasis for BS Information Technology—Development Operations (DevOPS) to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Emphasis for BS Information Technology—Development Operations (DevOPS). Motion to approve by Mitch Cloward; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

New Center: Center for Climate Resilience and Sustainability

Chair Wilson introduced the proposal for a new Center for Climate Resilience and Sustainability, saying the Board of Trustees had previously heard the proposal during the January 27, 2023, meeting, but the proposal was “tabled” until the March 10, 2023, meeting. Chair Wilson invited Dr. Rico Del Sesto to present the request for a new Center for Climate Resilience and Sustainability. Dr. Del Sesto thanked the Board of Trustees for letting them present the revised proposal. He explained that the new Center will provide students with opportunities in research, outreach, and internship projects. Chair Wilson called for a motion to approve the new Center for Climate Resilience and Sustainability. Motion to approve by Larry Bergeson; Motion duly seconded by Trustee Chinn. Action: Motion approved unanimously.

Course Fees

Provost Michael Lacourse presented the following Academic Course Fees for the Fall 2023 Semester for approval by the Board of Trustees:

- Music Private Instruction Courses
 - MUSC 1801R, 1808R, 3801R-3808R- \$300 to \$350 and MUSC 1810R-1851R, MUSC 2810R-2851R, MUSC 3810R – 3851R, MUSC 4610R –4621R, MUSC 4840R-4851R - \$425 to \$475
 - Provost Lacourse reported that the music courses fee increases from \$300 to \$350 are to increase compensation due to inflation for these one-on-one courses with a faculty member. The music fee increases from \$425 to \$475 are to increase compensation due to inflation for private instruction with a part-time faculty member.
- ESL Addition of Shorelight – ESL 0100-2800 - \$160 to \$192
 - Provost Lacourse reported that the English as Second Language (ESL) is a self-funded degree program and is not part of University tuition. The contract with Shorelight to increase international student recruitment only covers degree-seeking students. The increase in fees is due to the percentage of the tuition (in this case, the fee) paid to Shorelight-recruited international students coming to the University and taking ESL courses.
- Biology
 - IACUC Fee – BIOL 4265,4275,4355,4505 (\$50)
 - BTEC 2020, 250,3050,4040,4050,4060 (\$85, \$100 or \$120)
 - BTEC 1010, 2010, 2030, 2040, 3010, 3020 – fee added (\$25, \$85, \$100, or \$120)
 - Provost Lacourse reported that these biology course fee increases are due to the cost of using animals in class and in research.
- FAST 1145 (Bowling) fee added \$50 (Bowling Lane fee). Provost Lacourse reported that this fee increase is due to increased cost of using the bowling facility.
- Trailblazer Connections (SSC 1010) fee added (\$25) to cover required materials that students receive for an exceptional experience.

Chair Wilson called for a motion to approve the Academic Course Fees as presented to the Board of Trustees. Motion to approve by Ginger Chinn; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

BREAK

10:07 a.m. – 10:17 a.m.

Chair Wilson welcomed the Board of Trustees and meeting attendees back from the break, and she introduced the next agenda item—Performance Metrics—saying that USHE had asked the Board of Trustees to update UT’s Performance Metrics’ timely completion goal.

Performance Metrics

Dr. Matt Nickodemus presented the updated Performance Metrics to the Board of Trustees for approval. Chair Wilson called for a motion to approve the updated Performance Metrics. Motion to approve by Larry Bergeson; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

Investment Report: Scott Jensen presented the Investment Reports for December 2022, and January 2023, to the Board of Trustees for approval. Chair Wilson called for a motion to approve the

Investment Reports as presented by Scott Jensen. Motion approved by Colleen Kvetko; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

Tuition Approval for New Programs and Tuition and Fees: Paul Morris, Vice President of Administrative Affairs, presented the Differential Tuition Approval for the following New Programs: MS Sport Management, Master of Science in Nursing: Education/Leadership, and Occupational Therapy Doctorate (OTD). Vice President Morris said there would not be a request for undergraduate tuition increases, nor would there be a request for general student fees increases for the upcoming academic year. Chair Wilson called for a motion to approve the New Programs Tuition for MS Sport Management, Master of Science in Nursing: Education/Leadership, and Occupational Therapy Doctorate (OTD). Motion to approve by Mitch Cloward; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

Black Desert Resort Golf Lease Agreement: Vice President Paul Morris presented the Black Desert Resort Golf Lease Agreement to the Board of Trustees, and he invited Brad Sutterfield, Head Mens Golf Coach, to discuss the Lease Agreement with the Board of Trustees. Brad Sutterfield said the Black Desert Resort Lease Agreement would benefit Utah Tech's Golf Program by providing UT Golf Teams with their own practice facility. Vice President Morris explained the process of approval for extended leases and noted that UT's Office of General Counsel (OGC) was working through final details of the Lease Agreement. Chair Wilson called for a motion to approve the Black Desert Resort Golf Lease Agreement based on the terms stated in the Board of Trustees' (hardcopy) packet and subject to Natalie Nelson, Assistant Attorney General assigned to UT, and Vice President Morris working out the indemnification language in the Lease Agreement. Motion to approve by Colleen Kvetko; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

University Advancement Donation Report: Vice President Brad Last presented the Donation Report for July 1, 2022 – January 1, 2023, to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Donation Report for July 1, 2022 – January 1, 2023. Motion to approve called by Mitch Cloward; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

Consent Calendar

Chair Wilson said the Consent Calendar Reports would be approved together, with one motion, and she reminded Board Members that the "Consent Calendar" is something newer they were implementing to streamline the various reports offered at each meeting. Chair Wilson called for a motion to approve President's Report, Faculty Senate's Report, and the Staff Association's Report. Motion to approve by Colleen Kvetko; Motion duly seconded by Larry Bergeson.

BOARD OF TRUSTEES COMMITTEE REPORTS

Audit Committee

Colleen Kvetko, Chair of the Board of Trustees Audit Committee, reported that the Audit Committee had not received any finalized audits since the Board of Trustees' last meeting. Chair Kvetko also commended Mike Pinegar, Executive Director of Internal Audit, for doing a great job with audits.

Dixie Technical College

Danny Ipson, Chair of Dixie Technical College (DTC) Trustee Committee, reported that he attended the DTC Board meeting yesterday (March 9, 2023). Chair Ipson said there were a couple of items that came up in the conversations. One item was related to open seats in the Pharmacy Tech Program and a second item was related to creating a fee structure to bring some of the benefits of student life to DTC students.

MEETING ADJOURNED

At 11:10 a.m., Chair Wilson called for a motion to adjourn the March 10, 2023, Board of Trustees Meeting. Motion to adjourn called by Larry Bergeson; Motion duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

Minutes approved on April 28, 2023.