

UTAH TECH UNIVERSITY MINUTES OF THE BOARD OF TRUSTEES MEETING

Friday, April 28, 2023

Zions Bank Room, Holland Centennial Commons 537
9:00 a.m. – General Session

MINUTES

TRUSTEES PRESENT

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

UTAH SYSTEM OF HIGHER EDUCATION MEMBERS PRESENT VIRTUALLY

Rick Wheeler, Utah Board of Higher Education Member

UNIVERSITY REPRESENTATIVES PRESENT

President Richard B. Williams
Christine Arlotti, Executive Assistant to Administrative Affairs
Ken Beazer, Executive Director of Athletics
Eliezer Bermudez, Dean of the College of Health Sciences
Shane Blocker, Assistant Director of Career Services
Theresa Bondad, Assistant to the President
Becky Broadbent, General Counsel
Cheryl Caplinger, Executive Director of Strategic Partnerships
Dottie Catlin, Executive Director of Career Services
Alex Chamberlain, Associate Professor of Art/Department Chair
Vinodh Chellamuthu, Associate Professor of Mathematics
Julie Chew, Faculty Senate President
Gabriela Chilom, Professor of Chemistry/Dept Chair
David Christensen, Assistant Professor of Mechanical Engineering/Department Chair
Megan Church, Director of University Events and Promotions
Bryant Flake, Executive Director of Budget and Planning Operations
Phillip Garner, Associate Professor of Economics/Department Chair
Christopher Guymon, Associate Provost for Academic Planning and Operations
Scott Jensen, Executive Director of Business Services
Michael Lacourse, Provost and Vice President of Academic Affairs
Brad Last, Vice President of Advancement/Development
Paul Morris, Vice President for Administrative Affairs
Natalie Nelson, Assistant Attorney General
Byungeun Pak, Assistant Professor of Education
Eric Pedersen, Dean of the College of Science, Engineering, and Technology
Westley Petty, Assistant to Vice President for Event Services
Kelly Peterson-Fairchild, Dean of Library and Learning Services
Travis Rosenberg, Executive Director of Human Resources
Brenda Sabey, Dean of the College of Education
Stacy Schmidt, Assistant Director of Public Relations/Publications
Nate Snow, Assistant Professor of Communication
Helen Tate, Associate Provost for Academic Success/Dean of University College

Ali Threet, Assistant Vice President and Dean of Students
Tiffany Vickers, Assistant Professor of Population Health/Program Director
Henri Walton, Assistant to the President for Government Relations
Glenn Webb, Associate Professor of Music
Kyle Wells, Dean of the College of Business
Courtney White, Associate Vice President of Executive Affairs/Chief of Staff

GENERAL SESSION

WELCOME

At 9:10 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, including Ginger Chinn, Board of Trustees Member and Rick Wheeler, Utah Board of Higher Education Member, who were joining the meeting virtually.

ACTION ITEMS

Approval of Minutes for March 10, 2023

Chair Wilson asked for a motion to approve the March 10, 2023, Board of Trustees Meeting Minutes. Motion to approve the Minutes by Betty Barnum; Motion duly seconded by Mitch Cloward. Chair Wilson asked for a discussion on the motion. Seeing none, Chair Wilson called for a vote to approve the BOT Meeting Minutes for March 10, 2023. Action: Motion approved unanimously.

Approval of Board of Trustees Meeting Dates for 2023-2024

Chair Wilson asked for a motion to approve the Board of Trustees Meeting Dates for 2023-2024. Motion to approve the Board of Trustees Meeting Dates for 2023-2024 by Danny Ipson; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

POLICIES

Larry Bergeson, Chair of the Board of Trustees Policy Steering Committee, introduced the University policies that were up for approval, and he thanked the Policy Steering Committee for their work on policies this past year.

101: Policy on Policies (Formerly, Policy Process) (Revision)

Kathleen Broeder, Co-Chair of the Policy Steering Committee, presented Policy 101: Policy on Policies, formerly "Policy Process," to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 101: Policy on Policies, formerly "Policy Process." Motion to approve Policy 101: Policy on Policies made by Larry Bergeson; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

157: Personal Conduct/Conflict of Interest (Revision)

Becky Broadbent, General Counsel, and Natalie Nelson, Assistant Attorney General, presented Policy 157: Personal Conduct/Conflict of Interest (Revision) for approval to the Board of Trustees. Chair Wilson called for a motion to approve Policy 157: Personal Conduct/Conflict of Interest (Revision). Motion to approve called by Mitch Cloward; Motion duly seconded by Dave Elkington. Action: Motion approved unanimously.

160: Intellectual Property (Revision)

Becky Broadbent, General Counsel, and Natalie Nelson, Assistant Attorney General, presented Policy 160: Intellectual Property (Revision) for approval to the Board of Trustees. Chair Wilson called for a motion to approve Policy 160: Intellectual Property (Revision). Motion to approve called by Colleen Kvetko; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

344: Tuition Waivers for Employees, Retirees, and Dependents (Revision)

Travis Rosenberg, Executive Director of Human Resources, presented Policy 344: Tuition Waivers for Employees, Retirees, and Dependents (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 344: Tuition Waivers for Employees, Retirees, and Dependents (Revision). Motion to approve called by Larry Bergeson; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

352: Staff Compensation (Revision)

Travis Rosenberg, Executive Director of Human Resources, presented Policy 352: Staff Compensation (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 352: Staff Compensation (Revision). Motion to approve called by Danny Ipson; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

448: Use of Snow/Dolowitz Cabin (Revision)

Paul Morris, Vice President of Administrative Affairs, presented Policy 448: Use of Snow/Dolowitz Cabin (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 448: Use of Snow/Dolowitz Cabin (Revision). Motion called by Danny Ipson; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

552: Student Conduct Code (Revision)

Ali Threet, Assistant Vice President and Dean of Students, presented Policy 552: Student Conduct Code (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 552: Student Conduct Code (Revision). Motion to approve Policy 552: Student Conduct Code (Revision) called by Colleen Kvetko; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

635: Faculty Workload (Revision)**635a: Workload Model (Revision)**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented Policy 635: Faculty Workload (Revision) and Policy 635a: Workload Model (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 635: Faculty Workload (Revision) and Policy 635a: Workload Model (Revision). Motion to approve Policy 635: Faculty Workload (Revision) called by Larry Bergeson; Motion duly seconded by Dave Elkington. Action: Motion approved unanimously.

641j: Faculty Portfolio Checklist (Revision)

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented Policy 641j: Faculty Portfolio Checklist (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 641j: Faculty Portfolio Checklist (Revision). Motion to approve Policy 641j: Faculty Portfolio Checklist (Revision) called by Colleen Kvetko; Motion duly seconded by Danny Ipson. Action: Motion approved unanimously.

641k: Terminal Degrees Required by Discipline (Revision)

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented Policy 641k: Terminal Degrees Required by Discipline (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 641k: Terminal Degrees Required by Discipline (Revision). Motion to approve Policy 641k: Terminal Degrees Required by Discipline (Revision) called by Larry Bergeson; Motion duly seconded by Mitch Cloward. Action: Motion approved unanimously.

703: Graduate Degree Requirements (Revision)

Christopher Guymon, Associate Provost for Academic Planning and Operations, presented Policy 703: Graduate Degree Requirements (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 703: Graduate Degree Requirements (Revision). Motion to approve Policy 703: Graduate Degree Requirements (Revision) called by Dave Elkington; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

704: Graduate Admission (Revision)

Christopher Guymon, Associate Provost for Academic Planning and Operations, presented Policy 704: Graduate Admission (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 704: Graduate Admission (Revision). Motion to approve Policy 704: Graduate Admission (Revision) called by Danny Ipson; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

637: Faculty Emeritus Status (Five-Year Review, No Changes)

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented Policy 637: Faculty Emeritus Status (Five-Year Review, No Changes) to the Board of Trustees. Chair Wilson called for a motion to approve Policy 637: Faculty Emeritus Status (Five-Year Review, No Changes). Motion to

approve Policy 637: Faculty Emeritus Status called by Larry Bergeson; Motion duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

ACADEMIC AFFAIRS

Chair Wilson invited Betty Barnum, Chair of the Academic Affairs Committee, to share her comments on what was being presented by Academic Affairs. Chair Barnum said the Academic Affairs Committee had reviewed the information being presented. There were no new degree programs, but everything else looked great, said Chair Barnum.

New Centers

Creative Studios (UTCS)

Alex Chamberlain, Associate Professor of Art and Department Chair, and Nate Snow, Assistant Professor of Communication, presented Creative Studios (UTCS), a New Center, to the Board of Trustees for approval. Alex Chamberlain said the third member of their team was Patrick Smith, Assistant Professor of Digital Film, who could not attend the meeting. Chair Wilson called for a motion to approve Creative Studios (UTCS), New Center. Motion to approve Creative Studios (UTCS), New Center, called by Dave Elkington; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

Integrative Research on Health and Societal Equity

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, Spencer Bell, Assistant Professor of Psychology, and Byungeun Pak, Assistant Professor of Education, introduced Integrative Research on Health and Societal Equity, New Center, to the Board of Trustees for Approval. After a Board of Trustees' discussion, Chair Wilson called for a motion to approve Integrative Research on Health and Societal Equity, New Center, with the request to review the proposal again during the November 2023 Board of Trustees meeting. Motion called by Danny Ipson to approve the Integrative Research on Health and Societal Equity Center with a stipulation that the program be reviewed again during the November 2023 Board of Trustees meeting; Motion duly seconded by Mitch Cloward. Action: Motion approved unanimously.

New Emphasis

Information Technology Emphasis

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the new Emphasis in Information Technology Cybersecurity to the Board of Trustees for approval. Chair Wilson called for a motion to approve the New Emphasis in Information Technology Cybersecurity. Motion called by Dave Elkington to approve the New Emphasis in Information Technology Cybersecurity; Motion duly seconded by Mitch Cloward. Action: Motion approved unanimously.

Department Name Change

Department of Education to Department of Teacher Education

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Department of Education Name Change to the Department of Teacher Education to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Department of Education Name Change to the Department of Teacher Education. Motion called to approve by Colleen Kvetko; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

Program Name Change

AAS-GTEC-IT – Information Technology Emphasis to AAS IT Information Technology

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the program name change request for AAS-GTEC-IT to AAS IT Information Technology to the Board of Trustees for approval. Chair Wilson called for a motion to approve the program name change request for AAS-GTEC-IT to AAS IT Information Technology. Motion called by Dave Elkington to approve the program name change request for AAS-GTEC-IT to AAS IT Information Technology; Motion duly seconded by Danny Ipson. Action: Motion approved unanimously.

New Certificate

Geographic Information Systems (GIS):

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Geographic Information Systems (GIS) Certificate to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Geographic Information Systems (GIS) Certificate. Motion to approve called by Dave Elkington; Motion duly seconded by Mitch Cloward. Action: Motion approved unanimously.

Third-Year Review Reports

BS in Biochemistry and Molecular Biology

Gabriela Chilom, Professor of Chemistry/Dept Chair, presented the Third-Year Review Report for BS in Biochemistry and Molecular Biology to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BS in Biochemistry and Molecular Biology. Motion called to approve by Dave Elkington; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

BS in Applied and Computational Math

Vinodh Chellamuthu, Associate Professor of Mathematics, presented the Third-Year Review Report for BS in Applied and Computational Math to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BS in Applied and Computational Math. Motion to approve called by Mitch Cloward; Motion duly seconded by Dave Elkington. Action: Motion approved unanimously.

BAS in Health Administration

Tiffany Vickers, Assistant Professor of Population Health/Program Director, presented the Third-Year Review Report for BAS in Health Administration to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BAS in Health Administration. Motion to approve called by Mitch Cloward; Motion duly seconded by Dave Elkington. Action: Motion approved unanimously.

BA/BS in Marketing

Phillip Garner, Associate Professor of Economics/Department Chair, presented the Third-Year Review Report for BA/BS in Marketing to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BA/BS in Marketing. Motion to approve called by Devon Rice; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

BS in Mechanical Engineering

David Christensen, Assistant Professor of Mechanical Engineering/Department Chair, presented the Third-Year Review Report for BS in Mechanical Engineering to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BS in Mechanical Engineering. Motion to approved called by Danny Ipson; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

Academic Course Fee

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Academic Course Fees for Fall 2023 to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Academic Course Fees for the Fall 2023. Motion to approve called by Dave Elkington; Motion duly seconded by Danny Ipson. Action: Motion approved unanimously.

Requests for Faculty Emeritus Award Approval

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented requests for the Faculty Emeritus Award for approval to the Board of Trustees for the following faculty members:

- Dr. Robert Nielson, Associate Professor of Computer Science
- Mr. Kelly Smith, Instructor of Physical Education

Chair Wilson asked for a motion to approve the Faculty Emeritus Award for Dr. Robert Nielson, Associate Professor of Computer Science, and Mr. Kelly Smith, Instructor of Physical Education. Motion by Dave Elkington; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

Approval of the 2023 Utah Tech University Graduates

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the 2023 Utah Tech University Graduates to the Board of Trustees for approval. Chair Wilson called for a motion to approve the 2023 Utah Tech University Graduates. Motion to approve called by Devon Rice; Motion duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

Approval of the 2023 Student Speaker for Commencement

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the 2023 Student Speaker for Commencement, Briley Wycoff, Valedictorian, to the Board of Trustees for approval. Chair Wilson called for a motion to approve Briley Wycoff, Valedictorian, for the 2023 Student Speaker for Commencement. Motion to approve called by Mitch Cloward; Motion duly seconded by Larry Bergeson.

BREAK

11:45 a.m. – 12:00 p.m.

ADMINISTRATIVE AFFAIRS

Deven Macdonald, Chair of the Investment Committee, provided an update to the Board of Trustees about the Investment Committee's meetings. He said they have a good strategy in place for managing funds.

Budget Report

Bryant Flake, Executive Director of Budget and Planning Operations, presented the Operating Budget for 2022-2023 to the Board of Trustees for approval. Chair Wilson called for a motion to approve the 2022-2023 Operating Budget. Motion to approve called by Colleen Kvetko; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

Investment Report

Scott Jensen, Executive Director of Business Services, presented the July 1, 2022, to March 31, 2023, Investment Report to the Board of Trustees for approval. Chair Wilson called for a motion to approve the July 1, 2022, to March 31, 2023, Investment Report. Motion to approve called by Danny Ipson; Motion duly seconded by Deven Macdonald. Action: Motion approved unanimously.

Facilities Report (Information Item)

Paul Morris, Vice President for Administrative Affairs, presented the Facilities Report to the Board of Trustees. The Facilities Report included information about the General Classroom Building, including site renderings, an update on the construction of Campus View Suites III, with aerial images of the building's layout, and an introduction to the Cox Auditorium Feasibility Study. The Facilities Report also included projected new parking lots, the Student Center Feasibility Study, and an addition to Dining Services with the construction of a new venue called, "Splash: Custom Built Drinks" in the Gardner Center.

UNIVERSITY ADVANCEMENT**Donation Report**

Brad Last, Vice President of Advancement/Development, presented the FY2022-2023 Donation Report to the Board of Trustees for approval. Chair Wilson called for a motion to approve the FY2022-2023 Donation Report. Motion to approve called by Colleen Kvetko; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

Consent Calendar

Chair Wilson said Consent Calendar Reports were accessible in the Board of Trustees' Agenda Workbook. Consent Calendar Reports include President's Report, UTSA's Report, Faculty Senate's Report, and Staff Associations' Report. Chair Wilson called for a motion to approve the Consent Calendar Reports. Motion to approve called by Colleen Kvetko; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

BOARD OF TRUSTEES COMMITTEE REPORTS

Scholarship Committee

Colleen Kvetko, Chair of the Scholarship Committee, said the committee had selected five students to each receive a one-thousand-dollar scholarship for the Fall 2023 semester. She thanked the Board of Trustees for their contributions.

Audit Committee

Colleen Kvetko, Chair of the Board of Trustees Audit Committee, reported on Audit Committee agenda items. Chair Kvetko said the committee had reviewed six audits and proposed the audit schedule for next year.

CONCLUDING REMARKS

Chair Wilson thanked everyone for attending the April 28, 2023, Board of Trustees Meeting.

MEETING ADJOURNED

At 2:04 p.m., Chair Wilson called for a motion to adjourn the April 28, 2023, Board of Trustees Meeting. Motion to adjourn called by Larry Bergeson; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

Minutes approved on September 22, 2023.