

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

**Tuesday, April 22, 2025**  
Zions Bank Room, Holland Centennial Commons 537

**MEETING MINUTES**

**TRUSTEES PRESENT**

Deven Macdonald (Served as Chair for this meeting)  
Betty Barnum  
Ginger Chinn (Virtual)  
Dave Elkington (Virtual)  
Richard Holmes  
Patricia Jones (Virtual)  
Bella Estes

**TRUSTEES NOT PRESENT**

Mitch Cloward  
Colleen Kvetko, Vice Chair  
Tiffany Wilson, Chair

**STATE BOARD REPRESENTATIVES AND SPECIAL GUESTS**

Angie Stallings, Deputy Commissioner, Utah System of Higher Education (Virtual)  
Shane Smeed, Incoming Utah Tech University President (Virtual)  
Andy Hunter, 2025-26 UTSA Student Body President (In Person)

**UNIVERSITY REPRESENTATIVES PRESENT**

Courtney White, Interim President  
Christine Arlotti, Executive Assistant to Administrative Affairs  
Ken Beazer, Director of Athletics  
Eli Bermudez, Dean for College of Health Sciences  
Theresa Bondad, Assistant to the President  
Gabriela Chilom, Professor of Chemistry  
Jennifer Ciaccio, Faculty Senate President Elect  
Jamie Daley, Staff Association President Elect  
Matt Devore, 2024-25 Staff Association President  
Darlene Dilley, Associate Provost for Enrollment Management  
Bryant Flake, Executive Director of Budget and Planning Operations  
Christopher Guymon, Associate Provost for Academic Programs  
Samira Hall, Assistant Director of Curriculum and Graduate Studies  
Nancy Hauck, Associate Provost for Academic Community Engagement  
Jeff Jarvis, Dean of the College of Arts  
Scott Jensen, Assistant Vice President Auxiliary and Business Services

Michael Lacourse, Provost and Vice President of Academic Affairs  
Brad Last, Vice President of Advancement  
Stephen Lee, Dean for the College of Humanities and Social Sciences  
Natalie Nelson, Assistant Attorney General  
Mat Nickodemus, Executive Director of Institutional Effectiveness  
Westley Petty, Executive Director of Event Services  
Michael Pinegar, Executive Director of Audit, Risk, and Compliance  
Travis Rosenberg, Executive Director of Human Resources  
Brenda Sabey, Dean for College of Education  
Helen Tate, Associate Provost for Academic Success/Dean of University College  
Ali Threet, Assistant Vice President and Dean of Students  
Henrie Walton, Interim Chief of Staff/Secretary to the Board of Trustees  
Mark Walton, Chief Information Officer  
Linda Yu, Dean for College of Business

## **GENERAL SESSION**

### **WELCOME**

At 9:04 a.m., Trustee Deven Macdonald called the meeting to order, welcomed everyone to the meeting, and thanked Angie Stallings, Deputy Commissioner of the Utah System of Higher Education, Trustee Ginger Chinn, Trustee Dave Elkington, Trustee Patricia Jones, and Incoming President Shane Smeed for attending the meeting virtually. Trustee Deven Macdonald announced that President Shane B. Smeed's first day on the job would be May 1, 2025, and he invited Incoming President Smeed to address the Board. Incoming President Smeed provided brief remarks and thanked Trustee Deven Macdonald and the Board of Trustees.

Trustee Deven Macdonald also welcomed Incoming UTSA President Andy Hunter to the meeting.

## **ACTION ITEMS**

### **Approval of Minutes for March 7, 2025**

Trustee Deven Macdonald called for a Motion to approve the March 7, 2025, Board of Trustees Meeting Minutes. Motion to approve the Minutes called by Trustee Bella Estes. Trustee Deven Macdonald asked for a Second to the Motion. Trustee Betty Barnum Seconded the Motion. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, "aye," and those not in favor to say, "no." Action: Motion approved unanimously.

### **Approval of Board of Trustees Meeting Dates for 2025-2026**

- Friday, September 19, 2025
- Friday, November 14, 2025
- Friday, January 30, 2026
- Thursday, March 5, 2026
- Friday, April 24, 2026

Trustee Deven Macdonald presented the proposed 2025-2026 Board of Trustees Meeting Dates to the Board of Trustees. During discussions on the Meeting Dates, the September 26, 2025, Meeting Date was rescheduled to Friday September 19, 2025, and the Friday, March 6, 2026, Meeting Date was rescheduled to Thursday, March 5, 2026. The revised Meeting Dates (see above) were accepted by the Board of Trustees. No Action was taken to approve the 2025-2026 Board of Trustees Meeting Dates.

## **POLICIES**

### **Policy 346: Staff Leave and Absences (Revision)**

Travis Rosenberg, Executive Director of Human Resources, presented Policy 346: Staff Leave and Absences (Revision) to the Board of Trustees for approval. Trustee Deven Macdonald called for a Motion to approve Policy 346: Staff Leave and Absences (Revision). Motion to approve Policy 346: Staff Leave and Absences (Revision) made by Trustee Richard Holmes. Trustee Deven Macdonald asked for Second on the Motion. Trustee Bella Estes seconded the Motion. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, "aye," and those not in favor say, "no." Action: Motion approved unanimously.

### **Policy 349: Family and Medical Leave (Revision)**

Travis Rosenberg, Executive Director of Human Resources, presented Policy 349: Family and Medical Leave (Revision) to the Board of Trustees for approval. Trustee Deven Macdonald called for a Motion to approve Policy 349: Family and Medical Leave (Revision). Motion to approve Policy 349: Family and Medical Leave (Revision) made by Trustee Richard Holmes. Trustee Deven Macdonald asked for Second on the Motion. Trustee Bella Estes seconded the Motion. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, "aye," and those not in favor to say, "no." Action: Motion approved unanimously.

**ACADEMIC AFFAIRS** (Michael Lacourse, Provost and Vice President of Academic Affairs)

### New Post-Baccalaureate Certificates

#### **Graduate Certificate in Applied Artificial Intelligence and Machine Learning**

Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Graduate Certificate in Applied Artificial Intelligence and Machine Learning to the Board of Trustees for approval. Trustee Deven Macdonald called for a Motion to approve the Graduate Certificate in Applied Artificial Intelligence and Machine Learning. The Motion to approve was made by Trustee Betty Barnum. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second was made by Trustee Richard Holmes. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, "aye," and those not in favor to say, "no." Action: Motion approved unanimously.

### **Graduate Certificate in Machine Learning for Life Sciences**

Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Graduate Certificate in Machine Learning for Life Sciences to the Board of Trustees for approval. Trustee Deven Macdonald called for a Motion to approve the Graduate Certificate in Machine Learning for Life Sciences. The Motion to approve was made by Trustee Richard Holmes. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second was made by Trustee Betty Barnum. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, “aye,” and those not in favor to say, “no.” Action: Motion approved unanimously.

### New Undergraduate Certificates

#### **Public Discourse Certificate**

Stephen Lee, Dean of the College of Humanities and Social Sciences, presented the New Undergraduate Public Discourse Certificate. Trustee Deven Macdonald called for a Motion to approve the New Undergraduate Public Discourse Certificate. The Motion to approve was made by Trustee Betty Barnum. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second was made by Trustee Bella Estes. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, “aye,” and those not in favor to say, “no.” Action: Motion approved unanimously.

#### **Interpersonal Communication Certificate**

Stephen Lee, Dean of the College of Humanities and Social Sciences, presented the New Undergraduate Interpersonal Communication Certificate. Trustee Deven Macdonald called for a Motion to approve the New Undergraduate Interpersonal Communication Certificate. The Motion to approve was made by Trustee Bella Estes. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second was made by Trustee Betty Barnum. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, “aye,” and those not in favor to say, “no.” Action: Motion approved unanimously.

### Course Fees

Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Course Fees for approval to the Board of Trustees. Trustee Deven Macdonald called for a Motion to approve the Course Fees. Motion to approve made by Trustee Patricia Jones. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Richard Holmes. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, “aye,” and those not in favor to say, “no.” Action: Motion approved unanimously.

### Faculty Emeritus Award

**Dr. Michelle McDermott, Professor of Nursing and Associate Dean for College of Health Sciences**

Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Faculty Emeritus Award for Dr. Michelle McDermott, Professor of Nursing and Associate Dean for College of Health Sciences, to the Board of Trustees for approval. Trustee Deven Macdonald called for a Motion to approve the Faculty Emeritus Award for Dr. Michelle McDermott. Motion to approve made by Trustee Bella Estes. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Betty Barnum. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, “aye,” and those not in favor to say, “no.” Action: Motion approved unanimously.

### Three-Year Report

#### **AS in Pharmacy Preparation Three-Year Report**

Dr. Gabriela Chilom, Professor of Chemistry, presented the AS in Pharmacy Preparation Three-Year Report to the Board of Trustees for approval. Trustee Deven Macdonald called for a Motion to approve the AS in Pharmacy Preparation Three-Year Report. The Motion to approve was made by Trustee Betty Barnum. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second was made by Trustee Bella Estes. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, “aye,” and those not in favor to say, “no.” Action: Motion approved unanimously.

### 2025 Utah Tech University Graduates and Valedictorian Speakers

#### **2025 Utah Tech University Graduates**

Michael Lacourse, Provost and Vice President of Academic Affairs, presented the 2025 Utah Tech University Graduates to the Board of Trustees for approval. Trustee Deven Macdonald called for a Motion to approve the 2025 Utah Tech University Graduates. Motion to approve made by Trustee Bella Estes. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Betty Barnum. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, “aye,” and those not in favor to say, “no.” Action: Motion approved unanimously.

#### **2025 Valedictorian Speakers for Commencement**

Michael Lacourse, Provost and Vice President of Academic Affairs, presented the 2025 Valedictorian Speakers for Commencement to the Board of Trustees for approval. Trustee Deven Macdonald called for a Motion to approve the 2025 Valedictorian Speakers for Commencement. Motion to approve made by Trustee Bella Estes. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Betty Barnum. Trustee Deven Macdonald asked for a discussion on the Motion. Hearing none, Trustee Deven Macdonald asked those in favor of the Motion to say, “aye,” and those not in favor to say, “no.” Action: Motion approved unanimously.

### Consent Calendar

#### **Consent Calendar**

Trustee Deven Macdonald introduced the Consent Calendar, which was previously disseminated in the Board of Trustees' Workbook. As time permitted, Trustee Deven Macdonald asked Interim President White, UTSA Student Body President, Staff Association President, and Faculty Senate President to provide a brief summary of the reports contained within the Consent Calendar. Trustee Deven Macdonald asked for a Motion to approve the Consent Calendar. Motion to approve made by Trustee Bella Estes. Trustee Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Betty Barnum. Trustee Deven Macdonald asked those in favor of the Motion to say, "aye," and those not in favor to say, "no." Action: Motion approved unanimously.

## **BOARD OF TRUSTEES COMMITTEE REPORTS**

**Audit Committee** (Trustee Deven Macdonald): No updates were provided.

**Dixie Technical College** (Chair Patricia Jones): Trustee Patricia Jones thanked Trustee Betty Barnum for filling in for her with the Dixie Technical College Board. No updates were provided.

### Swearing In

#### **Andy Hunter, 2025-2026 UTSA Student Body President and UTSA Executive Council Members**

Trustee Bella Estes, 2024-2025 UTSA Student Body President, administered the UTSA Student Body President Oath to Andy Hunter, 2025-2026 UTSA Student Body President and to 2025-2026 UTSA Executive Council Members.

## **CONCLUDING REMARKS**

Trustee Deven Macdonald thanked everyone for attending the March 7, 2025, Board of Trustees Meeting. In closing, Trustee Deven Macdonald thanked Interim President Courtney White for providing a steady hand and leadership to Utah Tech University.

## **MEETING ADJOURNED**

At 10:10 AM, Trustee Deven Macdonald called for a Motion to adjourn the April 22, 2025, Board of Trustees Meeting. Motion to adjourn was made by Trustee Betty Barnum. Trustee Deven Macdonald called for Second to the Motion. Motion to Second was called by Trustee Bella Estes. Action: Motion approved unanimously.

## **CALENDAR OF UPCOMING MEETINGS AND EVENTS**

- Commencement – Thursday, May 1, and Friday, May 2, Burns Arena
  - Thursday, May 1, 7:00 pm, Associate's
  - Friday, May 2, Bachelor's and Master's
    - 9:00 am, College of the Arts; College of Humanities and Social Sciences
    - 2:00 pm, College of Education; College of Health Sciences
    - 7:00 pm, College of Business; College of Science, Engineering, & Technology

## **NEXT BOARD OF TRUSTEES MEETING**

Trustee Deven Macdonald said the Board of Trustees would meet sometime during the summer to administer the Oath of Office to incoming Trustees and to hold Officer Elections.