

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

**Friday, September 19, 2025**  
Zions Bank Room, Holland Centennial Commons 537

**DRAFT MINUTES**

**TRUSTEES PRESENT**

Deven Macdonald, Chair  
Patricia Jones Horton, Vice Chair  
Natalie Ashby  
Rick Atkin  
Richard Holmes  
Andy Hunter  
Lincoln Nadauld  
Dan Nielson  
Kristan Norton-Ipson

**TRUSTEES NOT PRESENT**

Shawn Guzman

**UTAH BOARD OF HIGHER EDUCATION REPRESENTATIVE PRESENT  
(VIRTUAL)**

Alison A. Adams, General Counsel and Secretary of the Board

**UNIVERSITY REPRESENTATIVES PRESENT**

Shane B. Smeed, President  
Christine Arlotti, Assistant to the VP for Administration and Policy  
Del Beatty, Vice President of Student Affairs  
Cidnee Beazer, Assistant to the President (Part-time)  
Vince Brown, Instructor of the Practice in Political Science  
Eli Bermudez, Dean of the College of Health Sciences  
Dottie Catlin, Executive Director of Career Services  
Jennifer Ciaccio, Faculty Senate President  
Isaac Esplin, Media Systems Coordinator  
Bryant Flake, Executive Director of Budget and Planning Operations  
Christopher Guymon, Associate Provost for Academic Programs  
Jyl Hall, Director of Public Relations  
Jeff Jarvis, Dean for the College of Arts  
Scott Jensen, Assistant Vice President of 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  
Paul Morris, Vice President of Administrative Affairs

Natalie Nelson, General Counsel  
Jamy Dahle, Staff Association President  
Greg Esplin, Interim Executive Director of Human Resources  
Brenda Sabey, Dean of the College of Education  
Helen Tate, Associate Provost for Academic Success/Dean University  
College  
Henrie Walton, Chief of Staff/Secretary to the Board of Trustees

## **EXECUTIVE SESSION**

At 8:01 a.m., Chair Deven Macdonald asked for a Motion to move the Board of Trustees meeting into Executive Session. Motion made and Seconded. Chair Deven Macdonald said the Motion on the table was to move the Board of Trustees meeting into Executive Session. Those in favor, say “Aye.” Any opposed say, “No.” Action: Motion approved unanimously.

## **GENERAL SESSION**

### **WELCOME**

At 9:15 a.m., Chair Deven Macdonald welcomed in-person attendees and USHE’s General Counsel Alison Adams, who was joining the meeting virtually, to the Board of Trustees General Session.

Chair Deven Macdonald invited faculty and staff members in attendance to briefly introduce themselves to the Board.

### **MISSION AND VISION**

Chair Deven Macdonald introduced UT’s Mission and Vision, and he asked Trustees to reflect on UT’s Mission and Vision during each Board of Trustees meeting.

## **ACTION ITEMS**

### **Approval of Minutes for August 4, 2025**

Chair Deven Macdonald reminded Trustees they have had a chance to review the August 4, 2025, Board of Trustees Meeting Minutes. Chair Deven Macdonald asked for a Motion to approve the August 4, 2025, Board of Trustees Meeting Minutes. Motion to approve the Minutes by Trustee Andy Hunter. Chair Deven Macdonald asked for a Second to the Motion. Trustee Dan Nielson Seconded the Motion. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in favor to say, “Aye,” and those not in favor to say, “No.” Action: Motion approved unanimously.

### **Early Retirement Requests (Vice President Paul Morris)**

- Roberta Cole, Financial Aid Counselor
- Tyese Gray, Accounts Receivable Specialist
- Brenda Sabey, Dean for the College of Education

Paul Morris, Vice President of Administrative Affairs, presented the Early Retirement Requests for Roberta Cole, Tyese Gray, and Brenda Sabey to the Board of Trustees

for approval. Chair Deven Macdonald asked for a Motion to approve the Early Retirement Requests. Motion to approve the Early Retirement Requests was called by Trustee Rick Atkin. Chair Deven Macdonald asked for a Second to the Motion. Trustee Kristan Norton-Ipson Seconded the Motion. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, "Aye," those not in favor to say, "No." Action: Motion approved unanimously.

**Policies** (Chair Shawn Guzman and Vice President Paul Morris)

**104: Strategic Reinvestment Plan** (Information Item)

Vice President Paul Morris presented Policy 104: Strategic Reinvestment Plan as an information item to the Board of Trustees. Policy 104: Strategic Reinvestment Plan was implemented by Special Presidential Approval on May 1, 2025, in compliance with UT Policy 101: Policy on Policies to effectuate the Strategic Reinvestment Plan as required by Utah Code 53B-7-107, Higher Education Strategic Reinvestment. Policy 104: Strategic Reinvestment Plan will expire three years after the approval date on May 1, 2028, in accordance with Utah Code 53B-7-107. Action: None.

**ACADEMIC AFFAIRS** (Chair Lincoln Nadauld, Provost Michael Lacourse)

Chair Deven Macdonald reported that Chair of the Academic Affairs Committee Lincoln Nadauld had been excused from the meeting at 9:30 a.m. due to a prior engagement.

**New**

**BA in Politics, Policy and Law**

Provost and Vice President of Academic Affairs Michael Lacourse and Vince Brown, Instructor of the Practice in Political Science, presented the new BA in Politics, Policy and Law for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the new BA in Politics, Policy and Law. Motion to approve made by Trustee Kristan Norton-Ipson. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Patricia Jones Horton. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, "Aye," those not in favor to say, "No." Action: Motion approved unanimously.

**Discontinuance**

**BS Population Health - Long Term Care Administration Emphasis**

Provost and Vice President of Academic Affairs Michael Lacourse and Eli Bermudez, Dean for the College of Health Sciences, presented the discontinuance of the BS Population Health – Long Term Care Administration Emphasis for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the discontinuance of the BS Population Health – Long Term Care Administration Emphasis. Motion to approve the discontinuance made by Trustee Rick Atkin. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Richard Holmes. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in

favor of the Motion to say, “Aye,” those not in favor to say, “No.” Action: Motion approved unanimously.

### **BA/BS Integrated Studies – Long Term Care Administration Emphasis**

Provost and Vice President of Academic Affairs Michael Lacourse and Eli Bermudez, Dean for the College of Health Sciences, presented the discontinuance of the BA/BS Integrated Studies – Long Term Care Administration Emphasis for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the discontinuance of the BA/BS Integrated Studies – Long Term Care Administration Emphasis. Motion to approve the discontinuance made by Trustee Richard Holmes. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Dan Nielson. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, “Aye,” those not in favor to say, “No.” Action: Motion approved unanimously.

### **Long Term Care Administration Minor**

Provost and Vice President of Academic Affairs Michael Lacourse and Eli Bermudez, Dean for the College of Health Sciences, presented the discontinuance of the Long Term Care Administration Minor for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the discontinuance of the Long Term Care Administration Minor. Motion to approve the discontinuance made by Trustee Dan Nielson. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Andy Hunter. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, “Aye,” those not in favor to say, “No.” Action: Motion approved unanimously.

### **Advanced Emergency Medical Technician (EMT) Certificate**

Provost and Vice President of Academic Affairs Michael Lacourse and Eli Bermudez, Dean for the College of Health Sciences, presented the discontinuance of the Advanced Emergency Medical Technician (EMT) Certificate for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the discontinuance of the Advanced Emergency Medical Technician (EMT) Certificate. Motion to approve the discontinuance made by Trustee Rick Atkin. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Patricia Jones Horton. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, “Aye,” those not in favor to say, “No.” Action: Motion approved unanimously.

### **Emergency Medical Technician (EMT) Certificate**

Provost and Vice President of Academic Affairs Michael Lacourse and Eli Bermudez, Dean for the College of Health Sciences, presented the discontinuance of the Emergency Medical Technician (EMT) Certificate for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the discontinuance of the Emergency Medical Technician Certificate. Motion to approve the discontinuance made by Trustee Rick Atkin. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Kristan Norton-Ipson. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair

Deven Macdonald asked those in favor of the Motion to say, “Aye,” those not in favor to say, “No.” Action: Motion approved unanimously.

## **Program Suspension**

### **BA/BS Theater Education Emphasis**

Provost and Vice President of Academic Affairs Michael Lacourse and Jeff Jarvis, Dean for the College of Arts, presented the program suspension for the BA/BS Theater Education Emphasis for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the program suspension for the BA/BS Theater Education Emphasis. Motion to approve the program suspension made by Trustee Andy Hunter. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Patricia Jones Horton. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, “Aye,” those not in favor to say, “No.” Action: Motion approved unanimously.

### **BA/BS Theater Directing Emphasis**

Provost and Vice President of Academic Affairs Michael Lacourse and Jeff Jarvis, Dean for the College of Arts, presented the program suspension for the BA/BS Theater Directing Emphasis for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the program suspension. Motion to approve the program suspension made by Trustee Richard Holmes. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Dan Nielson. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, “Aye,” those not in favor to say, “No.” Action: Motion approved unanimously.

### **BA/BS Spanish Education Emphasis**

Provost and Vice President of Academic Affairs Michael Lacourse and Stephen Lee, Dean for the College of Humanities and Social Sciences, presented the program suspension for the BA/BS Spanish Education Emphasis for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the program suspension for the BA/BS Spanish Education Emphasis. Motion to approve the program suspension made by Trustee Rick Atkin. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Dan Nielson. Chair Deven Macdonald asked for a discussion on the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, “Aye,” those not in favor to say, “No.” Action: Motion approved unanimously.

## **Academic Fees**

### **Spring 2026 Course Fees**

Provost and Vice President of Academic Affairs Michael Lacourse presented the Spring 2026 Course Fees for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the Spring 2026 Course Fees. Motion to approve called by Patricia Jones Horton. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Andy Hunter. Chair Deven Macdonald asked for a discussion to the Motion. Hearing none, Chair Deven

Macdonald asked those in favor of the Motion to say, “Aye,” and those not in favor to say, “No.” Action: Motion approved unanimously.

**ADMINISTRATIVE AFFAIRS** (Trustee Rick Atkin, VP Paul Morris, Assistant VP Scott Jensen)

### **Investment Report**

Vice President of Administrative Affairs Paul Morris and Assistant Vice President of Auxiliary and Business Services presented the July 1, 2024-February 28, 2025, July 1, 2024-March 31, 2025, July 1, 2024-April 30, 2025, July 1, 2024-May 31, 2025, July 1, 2024-June 30, 2025, and the July 1, 2025-July 31, 2025, Investment Reports to the Board of Trustees for approval. Assistant Vice President Jensen pointed out an error (typo) on the July 1, 2025-July 31, 2025, Investment Report involving the calendar year, month, and day, which was submitted in the BOT workbook as July 1, 2025-June 30, 2026. Chair Deven Macdonald called for a Motion to approve the Investment Reports. Motion to approve called by Trustee Kristan Norton-Ipson. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Richard Holmes. Chair Macdonald asked for a discussion to the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, “Aye,” and those not in favor to say, “No.” Action: Motion approved unanimously.

**ADVANCEMENT** (Vice President of Advancement Brad Last)

### **Donation Report**

Vice President of Advancement Brad Last presented the University Advancement July Donation Report and the FY 2025-2026 Donation Report to the Board of Trustees for approval. Chair Deven Macdonald called for a Motion to approve the University Advancement Donation Report. Motion to approve called by Trustee Patricia Jones Horton. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Dan Nielson. Chair Macdonald asked for a discussion to the Motion. Hearing none, Chair 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** (Chair Deven Macdonald)

- President’s Report
- UT Student Association Report
- Faculty Senate Report
- Staff Association Report

Chair Deven Macdonald reminded Trustees that written reports from each of the groups listed were included in the workbook materials. Chair Deven Macdonald thanked UTSA-Student Government, UT Staff Association, UT Faculty Senate, and President’s Cabinet for submitting their reports in the Consent Calendar, and he invited President Shane B. Smeed, Trustee Andy Hunter, Faculty Senate President Jennifer Ciaccio, and Staff Association President Jamy Dahle to each share a brief update from their written reports.

Chair Deven Macdonald asked for a Motion to approve the Consent Calendar. Motion to approve called by Trustee Rick Atkin. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second called by Trustee Kristan Norton-Ipson. Chair Macdonald asked for a discussion to the Motion. Hearing none, Chair 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**

**Executive Committee** (Chair Deven Macdonald): Chair Deven Macdonald reported that the Executive Committee, which included Chair Deven Macdonald, Vice Chair Patricia Jones Horton and Trustee Rick Atkin, would meet every other week throughout the academic year.

**Academic Committee** (Chair Lincoln Nadauld): No update.

**Audit Committee** (Chair Richard Holmes): Chair Richard Holmes said the Audit Committee had not met yet as they were waiting for state audit reports, which were just about finished. Chair Richard Holmes said he had been in communication with Executive Director of Audit, Risk, and Compliance Michael Pinegar, who would be setting up the next Audit Committee meeting.

**Dixie Technical College** (Chair Dan Nielson): Chair Dan Nielson reported that he had attended the Dixie Technical College Board meeting. Chair Dan Nielson reflected on the discussions, which focused on student safety as a priority, and noted that the Dixie Technical College Board were very supportive of the continuing collaboration between Utah Tech University and Dixie Technical College

**Heritage Committee** (Chair Natalie Ashby): Chair Natalie Ashby said the Heritage Committee had been in communication, but there were no new updates for the Board at this time.

**Investment Committee** (Chair Rick Atkin): Chair Rick Atkin said Assistant Vice President Scott Jensen was doing a great job with the Investment Committee.

**Policy Committee** (Chair Shawn Guzman): No update.

## **CONCLUDING REMARKS**

Chair Deven Macdonald expressed his appreciation to the Trustees for their willingness to serve Utah Tech and the broader community on the Board.

## **MEETING ADJOURNED**

At 11:10 a.m., Chair Deven Macdonald asked for a Motion to adjourn the September 19, 2025, Board of Trustees Meeting. Motion to adjourn called by Trustee Patricia Jones Horton. Chair Deven Macdonald asked for Second to the Motion. Motion to Second called by Trustee Richard Holmes. Chair Deven Macdonald asked for a discussion to the Motion. Hearing none, Chair Deven Macdonald asked those in favor of the Motion to say, "Aye," and those not in favor to say, "No." Action: Motion approved unanimously.

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

- Presidential Inauguration – Friday, October 24, 10:30 a.m., Eccles Mainstage Theatre
- Trailblazer Village – Saturday, October 25, 3:30-5:30 p.m., Atwood Innovation Plaza Parking Lot
- Homecoming Game vs. Southern Utah – Saturday, October 25, 6:00 p.m., Greater Zion Stadium
- Board of Trustees Meeting - Friday, November 21, 8:00 a.m. – 11:30 a.m., Zions Bank Room
- Trailblazer Tree Lighting Celebration: Wednesday, December 3, 5:00 p.m., Holland Teardrop on Trailblazer Blvd.
- Board of Trustees Meeting: Friday, January 30, 8:00 a.m. – 11:30 a.m., Zions Bank Room
- Board of Trustees Meeting: Thursday, March 5, 8:00 a.m. – 1:30 a.m., Zions Bank Room
- Fire and Ice Gala: Friday, March 20, 5:30 – 8:00 p.m., Burns Arena
- Strategic Plan Annual Achievement Update: Tuesday, April 7, 9:00 a.m. – 1:00 p.m., Zions Bank Room
- Board of Trustees Meeting: Friday, April 24, 8:00 a.m. – 11:30 a.m., Zions Bank Room
- Commencement: Wednesday, May 6, and Thursday, May 7, time TBA, Burns Arena

## **NEXT BOARD OF TRUSTEES MEETING**

Friday, November 21, 2025, 8:00 a.m. – 11:30 a.m., Zions Bank Room