

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

Friday, November 21, 2025
Zions Bank Room, Holland Centennial Commons 537

DRAFT MINUTES

TRUSTEES PRESENT

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

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

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

ESTEEMED GUEST

Kyle Whitehead, St. George Police Department Chief of Police

UNIVERSITY REPRESENTATIVES PRESENT

Shane B. Smeed, President
Kiran Andrews, Executive Assistant for Academic Affairs
Christine Arlotti, Assistant to the VP for Administration and Policy
Del Beatty, Vice President of Student Affairs
Cidnee Beazer, P/T President's Office Assistant
Ken Beazer, Director of Athletics
Lance Brown, Chief Advancement Officer
Jennifer Ciaccio, Faculty Senate President
Jamy Dahle, Staff Association President
Isaac Esplin, Media Systems Coordinator
Bryant Flake, Executive Director of Budget and Planning Operations
Mandy Gulbrandsen, Assistant to the President
Christopher Guymon, Interim Provost and Vice President for Academic Affairs
Jyl Hall, Director of Public Relations
Samira Hall, Asst. Director of Curriculum and Graduate Studies Operations
Scott Jensen, Assistant Vice President of Auxiliary and Business Services
Brad Last, Special Asst. to the President for Government and Community Relations

Wes LiCalzi, Utah Tech University Police Department Chief of Police
Paul Morris, Vice President of Administrative Affairs
Natalie Nelson, General Counsel
Michael Pinegar, Executive Director of Risk, Compliance, and Audit
Douglas Sainsbury, Instructor in the Practice of Biotechnology
Helen Tate, Associate Provost for Academic Success/Dean University
College
Lucia Taylor, Professor of Spanish and Co-Associate Dean of CHASS
Henrie Walton, Chief of Staff and Secretary to the Board of Trustees
Mark Walton, Chief Information Officer
Suzette Yaezenko, Chief Human Resources Officer

EXECUTIVE SESSION

At 8:09 a.m., Chair Deven Macdonald asked for a Motion to move the Board of Trustees meeting into Executive Session. Motion made by Trustee Rick Atkin. Motion Seconded by Trustee Lincoln Nadauld. Chair Deven Macdonald stated 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 9:22 a.m., Chair Deven Macdonald welcomed in-person attendees and Utah Board of Higher Education’s General Counsel and Secretary to the Board Alison Adams, who was joining the meeting virtually, to the Board of Trustees General Session.

Chair Deven Macdonald introduced St. George Police Department Chief of Police and Regional Vice Chair of the Utah Chiefs of Police Association (UCOPA) Kyle Whitehead and invited him to present Utah Tech Police Department’s (UTPD) UCOPA reaccreditation to UTPD Chief of Police Wes LiCalzi and the Utah Tech Police Department.

ACTION ITEMS

Approval of Minutes for September 19, 2025

Chair Deven Macdonald asked for a Motion to approve the September 19, 2025, Board of Trustees Meeting Minutes. Motion to approve the Minutes by Trustee Patricia Jones Horton. Chair Deven Macdonald asked for a Second to the Motion. Trustee Daniel 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.

Policies (Chair of the Board of Trustees Policy Committee Shawn Guzman and Director of Athletics Ken Beazer)

Chair Shawn Guzman reported that Policy 328: Athletic Staffing had been approved by President Smeed on 10/27/25, in compliance with University Policy 101: Policy on

Policies under extraordinary circumstances. Policy 328: Athletic Staffing was presented to the Board of Trustees for ratification by the Board of Trustees. In addition, Chair Shawn Guzman provided a report on policies in the policy review workflow process for this academic year, and Chair Guzman thanked members of the University's Policy Steering Committee.

328: Athletic Staffing (Request to Ratify)

Director of Athletics Ken Beazer presented Policy 328: Athletic Staffing to the Board of Trustees for ratification. Chair Deven Macdonald called for a Motion to ratify Policy 328: Athletic Staffing. Motion to ratify made by Trustee Shawn Guzman. 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.

ACADEMIC AFFAIRS (Chair of the Academic Committee Lincoln Nadauld, Provost Michael Lacourse)

Chair Deven Macdonald invited Chair of the Academic Committee Lincoln Nadauld and Interim Provost and Vice President of Academic Affairs Christopher Guymon to present the Academic proposals. Chair Lincoln Nadauld said he supported the Academic proposals, specifically noting the BS in Biotechnology, which would provide vital technology education for students entering the work force.

New

BS in Biotechnology

Interim Provost and Vice President of Academic Affairs Christopher Guymon and Instructor in the Practice of Biotechnology Douglas Sainsbury presented the new BS in Biotechnology for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the new BS in Biotechnology. Motion to approve 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.

Name Change for Administrative Unit

Community and Global Engagement to Academic Community Education

Interim Provost and Vice President of Academic Affairs Christopher Guymon presented the Name Change for Community and Global Engagement to Academic Community Education. Chair Deven Macdonald called for a Motion to approve the Name Change. Motion to approve the Name Change made by Trustee Patricia Jones Horton. 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.

Name Change for Academic Program

Post Baccalaureate Certificate in Machine Learning in Life Sciences to Post Baccalaureate Certificate in Machine Learning in Biomedical Sciences

Interim Provost and Vice President of Academic Affairs Christopher Guymon presented the Name Change for Post Baccalaureate Certificate in Machine Learning in Life Sciences to Post Baccalaureate Certificate in Machine Learning in Biomedical Sciences. Chair Deven Macdonald called for a Motion to approve the Name Change. Motion to approve made by Trustee Lincoln Nadauld. 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.

Credit Change

Post Baccalaureate Certificate in Machine Learning in Biomedical Sciences

Interim Provost and Vice President of Academic Affairs Christopher Guymon presented the Credit Change for Post Baccalaureate Certificate in Machine Learning in Biomedical Sciences. Chair Deven Macdonald called for a Motion to approve the Credit Change. Motion to approve made by Trustee Lincoln Nadauld. 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.

Minor in Military Science

Interim Provost and Vice President of Academic Affairs Christopher Guymon presented the Credit Change for Minor in Military Science. Chair Deven Macdonald called for a Motion to approve the Credit Change. Motion to approve made by Trustee Shawn Guzman. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Daniel 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.

CIP Code Change

Nurse Educator Post-Graduate Certificate: Classification of Instruction Program (CIP) Code Change

Interim Provost and Vice President of Academic Affairs Christopher Guymon presented the Nurse Educator Post-Graduate Certificate CIP Code Change for approval to the Board of Trustees. Chair Deven Macdonald called for a Motion to approve the CIP Code Change. Motion to approve made by Trustee Patricia Jones Horton. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Lincoln Nadauld. 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

Interim Provost and Vice President of Academic Affairs Christopher Guymon presented the Academic Fees for approval to the Board of Trustees. Chair Deven Macdonald asked for a Motion to approve the Academic Fees as outlined by Provost Chris Guymon. Motion to approve made by Trustee Lincoln Nadauld. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Kristan Norton-Ipson. 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. Chair Macdonald added a caveat that a plan be presented to the Board of Trustees to improve transparency around course fees and to provide justification for any new course fees charged to students.

ADMINISTRATIVE AFFAIRS (Chair of the Investment Committee Rick Atkin, Vice President of Administrative Affairs Paul Morris, Assistant Vice President of Auxiliary and Business Services Scott Jensen, and Executive Director of Budget and Planning Operations Bryant Flake)

Operating Budget Report

Vice President of Administrative Affairs Paul Morris and Executive Director of Budget and Planning Operations Bryant Flake presented the Operating Budget Report to the Board of Trustees for approval. Chair Deven Macdonald called for a Motion to approve the Operating Budget Report. Motion to approve called by Trustee Shawn Guzman. 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 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.

Discretionary Funds Report

Vice President of Administrative Affairs Paul Morris and Assistant Vice President of Auxiliary and Business Services Scott Jensen presented the Discretionary Funds Report to the Board of Trustees for approval. Chair Deven Macdonald called for a Motion to approve the Discretionary Funds Report. Motion to approve called by Trustee Natalie Ashby. 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 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.

Auxiliary Operations Report

Vice President of Administrative Affairs Paul Morris and Assistant Vice President of Auxiliary and Business Services Scott Jensen presented the Auxiliary Operations Report to the Board of Trustees for approval. Chair Deven Macdonald called for a Motion to approve the Auxiliary Operations Report. Motion to approve called 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 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.

Investment Report

Vice President of Administrative Affairs Paul Morris and Assistant Vice President of Auxiliary and Business Services Scott Jensen presented the Investment Report to the Board of Trustees for approval. Chair Deven Macdonald called for a Motion to approve the Investment Report. Motion to approve called by Trustee Daniel Nielson. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second made by Trustee Rick Atkin. 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.

Reports (No Action)

The following reports were presented to the Board of Trustees as informational:

- Year End 2025 Financial Statements Report, presented by Vice President of Administrative Affairs Paul Morris and Assistant Vice President of Auxiliary and Business Services Scott Jensen.
- Campus Safety Update, presented by Utah Tech Police Department Chief of Police Wes LiCalzi.

UNIVERSITY ADVANCEMENT (Chief Advancement Officer Lance Brown)

Donation Report

Chief Advancement Officer Lance Brown presented the Donation Report to the Board of Trustees for approval. Chair Deven Macdonald called for a Motion to approve the 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 Daniel Nielson. 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.

Consent Calendar (Chair Deven Macdonald)

Chair Deven Macdonald invited President Shane B. Smeed, Utah Tech Student Association President and Trustee Andy Hunter, Faculty Senate President Jennifer Ciaccio, and Staff Association President Jamy Dahle to provide a brief summary of their Consent Calendar reports to the Board of Trustees. The reports were presented as informational items. Action: None.

BOARD OF TRUSTEES COMMITTEE REPORTS

Executive Committee (Chair of the Executive Committee Deven Macdonald): Chair Deven Macdonald reported that the Executive Committee, which included Chair Deven Macdonald, Vice Chair Patricia Jones Horton and Trustee Rick Atkin, had been meeting every other week. Chair Deven Macdonald thanked the Executive Committee for their input and participation on the committee.

Academic Committee (Chair of the Academic Committee Lincoln Nadauld): Chair Lincoln Nadauld noted that Utah Tech had achieved its highest retention rate in the past five years. The committee was working on creating credentials that could be

achieved in less than 120 hours, and they were reviewing ongoing Academic Dean searches.

Audit Committee (Chair of the Audit Committee Richard Holmes): Chair Richard Holmes commended the University for having zero incidences of non-compliance, and he appreciated the work they were doing in overseeing the University.

Dixie Technical College (Dixie Technical College Board Member Daniel Nielson): Dixie Technical College Board Member Daniel Nielson reported that he had met with President of Dixie Technical College Jordan Rushton last week, and the next Dixie Technical College Board meeting would be held in two weeks.

Heritage Committee (Chair of the Heritage Committee Natalie Ashby): Chair Natalie Ashby said the Heritage Committee had met, and the overall outlook was positive in moving forward with ideas for further discussion.

Honoree Selection Committee (Chair of the Honoree Selection Committee Kristan Norton-Ipson) Chair Kristan Norton-Ipson reported that the committee would be meeting in January 2026.

Investment Committee (Chair of the Investment Committee Rick Atkin): Chair Rick Atkin said the committee had not met recently.

Policy Committee (Chair of the Policy Committee Shawn Guzman): Chair Shawn Guzman said that in addition to what he had reported earlier in the meeting, he invited everyone to review and comment on policies out for public comment. Chair Guzman also reported on upcoming public comments that would be associated with the Northern Corridor Project, which would impact the University.

CONCLUDING REMARKS

Chair Deven Macdonald thanked everyone for attending the November 21, 2025, Board of Trustees meeting

MEETING ADJOURNED

At 11:58 a.m., Chair Deven Macdonald asked for a Motion to adjourn the November 21, 2025, Board of Trustees Meeting. Motion to adjourn called by Trustee Lincoln Nadauld. Chair Deven Macdonald asked for a Second to the Motion. Motion to Second called by Trustee Rick Atkin. 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

- Trailblazer Tree Lighting Celebration – Wednesday, December 3, 5:00 p.m., Holland Building Teardrop
- Utah Tech Day on the Hill – Friday, January 23, 11:00 a.m. – 2:00 p.m., Utah State Capitol
- 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
- 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

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