

**DIXIE STATE UNIVERSITY**  
**MINUTES OF THE BOARD OF TRUSTEES MEETING**  
**Friday, March 5, 2021**

Zions Bank Room, Holland Centennial Commons 537  
Livestream  
8:30 am – General Session

**TRUSTEES PRESENT:**

David Clark, Chair  
Julie Beck, Vice Chair  
Larry Bergeson  
Colleen Kvetko  
Deven Macdonald  
Penny Mills  
Jon Pike  
Kelli Prince  
Tiffany Wilson

**TRUSTEE ABSENT:**

Tony Christensen

**UNIVERSITY REPRESENTATIVES PRESENT:**

President Richard B. Williams  
Christine Arlotti, Executive Assistant for Administrative Affairs  
Theresa Bondad, Assistant to the President  
Becky Broadbent, General Counsel  
Darlene Dilley, Associate Provost for Enrollment Management  
Bryant Flake, Executive Director of Planning and Budget  
Scott Jensen, Executive Director of Business Services  
Pam Cantrell, Associate Provost for Academic Planning and Budget  
Michael Lacourse, Provost and Vice President of Academic Affairs  
Paul Morris, Vice President of Administrative Affairs  
Courtney White, Chief of Staff

**OTHERS PRESENT:**

Commissioner David Woolstenhulme (virtual attendee)  
UBHE Member Pat Jones (virtual attendee)

**GENERAL SESSION**

At 8:30 a.m., David Clark, Chair of the Dixie State University (DSU) Board of Trustees, welcomed attendees to the meeting, including Commissioner Woolstenhulme and Board Member Pat Jones, who were attending remotely.

Chair Clark introduced and welcomed Dr. Meena Iyer, Founding Director of the Occupational Therapy Program.

Darlene Dilley, Associate Provost for Enrollment Management, introduced the recipients of the DSU Board of Trustees Scholarship recipients. The following scholarship recipients thanked the Board of Trustees: Chris Chipman, Morgan Chipman, and Leonardo Lupiano. A thank you statement was read from Christin Olson, who could not be at the meeting in person.

## **PRESIDENT'S REPORT**

President Williams reported that the Utah legislative session will end tonight at midnight. The legislature fully funded the requests for the land bank, \$1,100,000 ongoing performance funding, and \$1,848,000 ongoing growth funding. The \$300,000 one-time appropriation was also funded for the Park Data App. The legislature provided \$300,000 in ongoing funding to provide courses through concurrent enrollment for incarcerated youth. President Williams noted that the number of COVID-19 cases on campus has decreased to 7 this week from 16 last week. The men's basketball team has not had to cancel any games due to COVID-19. The team split the first two games of the Old Hammer Rivalry with UVU. DSU successfully hosted the WAC Women's Swimming Championships. The Athletics Hall of Fame Ceremony will be held virtually later in March. The football team won its first Division I football game last Saturday against Tarleton State. DSU's new mission includes being an Open Education institution and events were held this week. Construction and renovations are on-time at the SET Building, Campus View Suites II, the Sports Medicine Center, and Science Building. The Avenna Center will be painted, seating will be replaced in the Burns Arena, and the Whitehead Building will be razed. The DSU Regional Research Symposium will be held on April 23. The search for the new Vice President of Student Affairs is ongoing. DSU was named as a bicycle-friendly university. DSU is partnering with the City of St. George for a pop-up bike lane on University Avenue. President Williams said he is excited about the legislature allowing the Board the name change process.

## **REPORTS AND PRESENTATIONS**

### **DSU Student Association**

Trustee Penny Mills, President of DSUSA, reported on upcoming events, such as a week of service as an alternative to spring break and the annual casino night event being held in March.

### **Faculty Senate**

Dr. Bill Christensen said on behalf of the faculty, he wanted to thank Commissioner Woolstenhulme, the DSU Board of Trustees, and President Williams for their work on the name change.

### **Staff Association**

Megan Church announced a new Staff Association survey to assess the purpose of the Staff Association, noting that the survey would be coming out later in March. Meghan reported on the Staff Association's initiatives for spring, including professional development, health and wellness, and mentoring.

### **Faculty Efficiency**

Faculty efficiency was not discussed.

### **Space Utilization**

Space utilization was not discussed.

## **ACTION ITEMS:**

### **APPROVAL OF MINUTES JANUARY 29, 2021**

Chair Clark called for a motion to approve the minutes of the January 29, 2021, Board of Trustees meeting. Motion by Larry Bergeson; duly seconded by Tiffany Wilson to approve the minutes of the Board of Trustees meeting held on January 29, 2021. Action: Approved unanimously.

## **POLICIES**

### **109 Strategic Planning and Evaluation (Deletion)**

Chief of Staff Courtney White presented the deletion of Policy 109 Strategic Planning and Evaluation for approval. Motion by Jon Pike; duly seconded by Kelli Prince. Action: Approved unanimously.

### **310 Part-Time Employment (Revision)**

Vice President Paul Morris presented the revision of Policy 310 Part-Time Employment for approval. Motion by Julie Beck; duly seconded by Colleen Kvetko. Action: Approved unanimously.

**342 Payroll (Revision)**

Vice President Paul Morris presented the revision of Policy 342 Payroll for approval. Motion by Penny Mills; duly seconded by Colleen Kvetko. Action: Approved unanimously.

**348 Retirement Programs (Revision)**

Vice President Paul Morris presented the revision of Policy 348 Retirement Programs for approval. Motion by Larry Bergeson; duly seconded by Jon Pike. Action: Approved unanimously.

**444 General Mail & Freight and Shipping (Revision)**

Vice President Paul Morris presented the revision of Policy 444 General Mail & Freight and Shipping for approval. Motion by Colleen Kvetko; duly seconded by Kelli Prince. Action: Approved unanimously.

**501 Undergraduate Admissions to the Institution (Revision)**

Provost Michael Lacourse presented the revision of Policy 501 Undergraduate Admissions to the Institution for approval. Motion by Larry Bergeson; duly seconded by Jon Pike. Action: Approved unanimously.

**611 Academic Year (Deletion)**

Provost Michael Lacourse presented the deletion of Policy 611 Academic Year for approval. Motion by Colleen Kvetko; duly seconded by Larry Bergeson. Action: Approved unanimously.

**619 Microcredentials (New)**

Provost Michael Lacourse presented the new Policy 619 Microcredentials for approval. Motion by Larry Bergeson; duly seconded by Penny Mills. Action: Approved unanimously.

**640 Constitution and Bylaws of the Faculty Senate (Revision)**

Provost Michael Lacourse presented the revision of 640 Constitution and Bylaws of the Faculty Senate for approval. Motion by Penny Mills; duly seconded by Kelli Prince. Action: Approved unanimously.

**UNIVERSITY ADVANCEMENT****Donation Report**

Director of Development Ken Beazer presented the Donation Report for July 2020 through January 2021 for approval. Motion by Colleen Kvetko to approve the donation report as presented; duly seconded by Jon Pike. Action: Approved unanimously.

**ADMINISTRATIVE AFFAIRS****Tuition Report**

Vice President Paul Morris presented the FY22 Tuition Increase Report to the Board of Trustees. He said the University will be proposing a tuition increase percentage range between 3% and 7%. The increased tuition will cover student fees that moved to tuition, mandated Legislative compensation match requirements, Risk Management Insurance Premiums increases, faculty-rank advancements, part-time faculty and staff hourly rate increases, and public relations outreach. Motion by Colleen Kvetko to approve the tuition report as presented; duly seconded by Larry Bergeson. Action: Approved unanimously.

**CARES Act Institutional and Student Funding**

Bryant Flake, Executive Director of Budget and Planning, and J.D Robertson, Executive Director of Financial Aid, presented the CARES Act Institutional and Student Funding report to the Board of Trustees. Mr. Robertson explained that emergency grants were distributed to students during the Spring 2020, Fall 2020, and Spring 2021 semesters, and Mr. Flake explained institutional funding covered lost revenues, contact tracing, testing, and improving remote learning infrastructure. VP Morris said a move to approve was not necessary for the CARES Act update.

**Investment Report**

Scott Jensen, Executive Director of Business Services, presented the December 2020 and January 2021 investment reports to the Board of Trustees. Motion by Kelli Prince to approve the investment report as presented; duly seconded by Larry Bergeson. Action: Approved unanimously.

**Request for Early Retirement: Elyse Perkins**

Vice President Paul Morris presented the early retirement request for Elyse Perkins from the College of Health Sciences to the Board of Trustees. Motion by Julie Beck to approve; duly seconded by Jon Pike. Action: Approved unanimously.

**STUDENT AFFAIRS****Student Fees**

Trustee Penny Mills, President of DSUSA, presented the Student Fee Advisory Board's recommended changes to student fees. The Student Fees Allocation Board will now be known as the Student Fee Allocation Board. Trustee Mills described which fees would stay in student fees and which fees would move into tuition. Overall, student fees will decrease by 5%, or \$21.00, for the upcoming year, said Trustee Mills. Motion to accept the student fee structure as presented was made by Jon Pike; duly seconded by Kelli Prince. Action: Approved unanimously.

**ACADEMIC AFFAIRS****New Certificate and New Minor**

- **Wellness Coaching in Exercise Science Program Certificate:** Provost Lacourse presented the Wellness Coaching in Exercise Science Program Certificate to the Board of Trustees for approval. Motion by Larry Bergeson; duly seconded by Julie Beck. Action: Approved unanimously.
- **Biomedical Sciences Minor:** Provost Lacourse presented the Biomedical Sciences Minor to the Board of Trustees for approval: Motion by Julie Beck; duly seconded by Larry Bergeson. Action: Approved unanimously.

**New Administrative Unit**

Provost Lacourse presented the proposal for a new administrative unit, the University College. Motion by Julie Beck; duly seconded by Kelli Prince. Action: Approved unanimously

**Name Change of Unit**

Provost Lacourse presented the following academic unit name change for approval: Department of Theatre and Dance to Department of Theatre, Dance, and Digital Film. Motion by Jon Pike; duly seconded by Penny Mills. Action: Approved unanimously.

**Discontinuation**

Provost Lacourse presented discontinuance of the following degree: Minor in Chemistry Education. Motion by Larry Bergeson; duly seconded by Julie Beck. Action: Approved unanimously.

**Seven Year Program Review Reports**

- **AA/AS and AAS Early Childhood Education:** Dr. Cari Buckner presented the AA/AS and AAS Early Childhood Education Seven Year Program Review Report for approval. Motion by Tiffany Wilson; duly seconded by Penny Mills. Action: Approved unanimously.
- **BS Chemistry:** Dr. Rico Del Sesto presented the BS Chemistry Seven Year Program Review Report for approval. Motion by Penny Mills; duly seconded by Colleen Kvetko. Action: Approved unanimously.
- **BS Computer Science:** Dr. Ren Quinn presented the BS Computer Science Seven Year Program Review Report for approval. Motion by Penny Mills; duly seconded by Colleen Kvetko. Action: Approved unanimously.

**Academic Fees**

Provost Lacourse presented new academic fees in BAS in Technology Innovation; and, Degree Completion Program BS in Communication Studies Emphasis in Organization and Leadership Self Support. Motion by Colleen Kvetko; duly seconded by Larry Bergeson. Action: Approved unanimously.

**Request for Faculty Emeritus Award Approval: Dr. Sue Bennett, Professor of English**

Provost Lacourse requested the Faculty Emeritus Award for approval by the Board of Trustees for Dr. Sue Bennett, Professor of English. Motion by Jon Pike; duly seconded by Penny Mills. Action: Approved unanimously.

**Request for Sabbatical Leave: Dr. Braden Lindstrom, Professor of English**

Provost Lacourse presented a request for Sabbatical Leave for Dr. Braden Lindstrom, Professor of English with an outdate of June 30, 2021. The request is pending funding availability and may be canceled or postponed until another date. Motion by Jon Pike; duly seconded by Penny Mills. Action: Approved unanimously.

**BOARD OF TRUSTEES BYLAWS**

Revised amended bylaws hard copies were distributed during the meeting. Colleen Kvetko moved to shorten the time to consider proposed amendments to the current Bylaws; duly seconded by Kelli Prince. Action: approved unanimously.

Chair Clark requested a motion to adopt the version in hard copy before the Trustees of the Amended Bylaws of the Board of Trustees and revised further to update the date to March 5, 2021. Motion by Julie Beck to adopt the version before the Trustees of the Amended Bylaws of the Board of Trustees with the updated date of March 5, 2021; duly seconded by Jon Pike. Action: Approved unanimously.

**BOARD OF TRUSTEES COMMITTEE REPORTS**

Chair Clark requested reports for the following Board of Trustees Committees:

**Executive Committee**

*Committee Chair David Clark (Chair), with Colleen Kvetko, and Tiffany Wilson.* Chair Clark reported the Executive Committee would be meeting later in the week.

**Academic Committee**

*Committee Chair Julie Beck, with Larry Bergeson, Deven Macdonald, and Kelli Prince:* Chair Beck reported the committee had studied the Seven-Year Program Review Reports, and she expressed their appreciation for the reports and the programs.

**Audit Committee**

*Chair Colleen Kvetko, with Tony Christensen, and David Clark:* Chair Kvetko reported the Utah Board of Higher Education Audit Committee will be held on March 24, 2021.

**Finance/Investment Committee**

*Chair Tony Christensen with Colleen Kvetko, and Deven Macdonald:* Trustee Kvetko said the committee had met with Soltis Investment Advisors, and they continue their work with the Foundation.

**Government Affairs Committee**

*Chair Jon Pike with Julie Beck and David Clark:* Chair Pike thanked everyone for their help during the Utah State Legislative Session with special recognition for Chair Clark, President Williams, Vice President Brad Last, and Assistant to the President for Government and Community Relations, Henrie Walton.

**Honoree Selection Committee**

*Chair Tiffany Wilson, with Julie Beck, David Clark, and Penny Mills:* Chair Wilson said the committee was excited to announce that former Utah governor Gary R. Herbert has agreed to speak at DSU's commencement ceremonies.

**Policy Committee**

*Chair Larry Bergeson, with Deven Macdonald, and Kelli Prince:* Chair Bergeson thanked the DSU Policy Steering Committee for all their work on policies.

**Dixie Technical College**

*Liaison Jon Pike.* Nothing new to report.

**National Advisory Council (NAC) Representatives**

*Chair Kelli Prince, with Deven Macdonald, and Tiffany Wilson:* Chair Prince said the NAC met and she was unable attend, but she understood the discussion to be about the DSU name change. Trustee Macdonald said he attended the meeting and the NAC was overwhelmingly in favor of the change.

**CONCLUDING REMARKS**

Chair David Clark thanked everyone very much for their attentive nature to the important things taking place at the University.

**MEETING ADJOURNED**

Motion to adjourn by Tiffany Wilson. Action: Approved unanimously. The meeting was adjourned at 12:43 p.m.

**NEXT REGULAR BOARD OF TRUSTEES MEETING**

Friday, April 30, 2021, 9:00 a.m. –12:00 p.m., general session

Date Approved: April 30, 2021