

DIXIE STATE UNIVERSITY
MINUTES OF THE BOARD OF TRUSTEES MEETING
September 27, 2019

Zion Room, Holland Centennial Commons
8:00 a.m. – General Session (Trustees)
8:01 a.m. – Executive Session (Trustees)
9:00 a.m. – General Session (All Meeting Attendees)
12:00 p.m. – Luncheon (All Meeting Attendees), Zion Room
1:00 pm – Tour of Human Performance Center and Graff Fine Arts Center, First Floor (Trustees)

TRUSTEES PRESENT:

David Clark, Chair
Julie Beck, Vice Chair
Lindsay Atwood
Taylor Godfrey
Colleen Kvetko
Kelli Prince
Tiffany Wilson

TRUSTEES EXCUSED:

Larry Bergeson
Tony Christensen
Jon Pike

UNIVERSITY REPRESENTATIVES PRESENT:

President Richard B. Williams
Del Beatty, Dean of Students
Dr. Eliezer Bermudez, Dean of the College of Health Sciences
Theresa Bondad, Assistant to the President
Dr. Jason Boothe, Executive Director of Athletics
Jason Browning, Executive Director of Institutional Effectiveness
Dr. Pamela Cantrell, Associate Provost for Academic and Budget Planning
Megan Church, Director of University Events and Promotions
Cindy Cole, Civil Rights & Title IX Director
Steven Day, Faculty Senate President-Elect
Darlene Dilley, Assistant Vice President for Enrollment Management
Tiffany Draper, Staff Association President
Jon Gibb, Staff Association President-Elect
Dr. Peter Gitau, Vice President of Student Affairs
Dr. Jeffery Hoyt, Assistant Vice President for Student Success & Co-Curricular Assessment
Dr. Jeffrey Jarvis, Dean of the College of the Arts
Scott Jensen, Executive Director of Business Services
Gary Koeven, Chief Information Officer
Dr. Michael Lacourse, Provost and Vice President of Academic Affairs
Brad Last, Vice President of Advancement
Dr. Stephen Lee, Dean of the College of Humanities and Social Sciences
Paul Morris, Vice President of Administrative Affairs
Dr. Eric Pedersen, Dean of the College of Science, Engineering, & Technology
Kelly Peterson-Fairchild, Dean of the Library and Learning Services
J.D. Robertson, Executive Director of Financial Aid
Travis Rosenberg, Executive Director of Human Resources
Dr. Brenda Sabey, Dean of the College of Education
Dr. Jordon Sharp, Vice President of Marketing & Communication
Kevin Simmons, Director of Concurrent Enrollment
Dr. Laura Snelson, Director of Assessment
Dr. Samuel Tobler, Faculty Senate President
Dr. Sarah Vandermark, Associate Provost for Academic Success

Alison Vicroy, Interim General Counsel
Henrie Walton, Assistant to the President for Government and Community Relations
Dr. Kyle Wells, Dean of the College of Business
Courtney White, Chief of Staff

GENERAL SESSION

At 8:00 a.m., David L. Clark, Chair of the Dixie State University (DSU) Board of Trustees, welcomed attendees to the meeting. At 8:01 a.m., he called for a motion to move into Executive Session for discussing personnel and/or real estate issues. Motion by Tiffany Wilson, duly seconded by Lindsay Atwood, to move into Executive Session for the purpose of discussing personnel and/or real estate issues. Action: Approved unanimously, by a show of hands.

EXECUTIVE SESSION

At 8:39 a.m., Chair Clark called for a motion to adjourn the Executive Session. Motion by Julie Beck; duly seconded by Lindsay Atwood. Action: Approved unanimously, by a show of hands.

GENERAL SESSION

At 9:17 a.m., Chair Clark again welcomed attendees including the following:

- Dr. Laura Bennett, Director of Sponsored Programs
- Jason Browning, Executive Director of Institutional Effectiveness
- Dr. Stephen Lee, Dean of the College of Humanities and Social Sciences
- Geoffrey Reynolds, Director of Raging Red Song & Dance Performance Team
- Dr. Sarah Vandermark, Associate Provost for Academic Success
- Henrie Walton, Assistant to the President for Government and Community Relations
- Representatives of the Press and other visitors

PRESIDENT'S REPORT

President Williams reported that DSU was selected by US News & World Report Best College Rankings as the 6th Top Public School and the 25th College in the West. Consultants from AACSC-Person will be back on campus next week to begin the 2025 strategic plan conversation. The academic side of the Human Performance Center opened for fall classes. The groundbreaking ceremony of the new Science, Engineering, and Technology building will be held on October 23. The first floor improvements of the Graff Fine Arts Center will be completed at the end of the month. DSU welcomed its largest freshman class in history. A student success software platform, Trails, will be launched October 1 for academic advisers and students. A new DSU satellite classroom will be opened at Kanab High School this fall. The new BAS in Health Sciences program started this fall with 20 students. An agreement was signed with Universidad Hispanoamericano in Costa Rica, allowing faculty and student exchanges to begin this spring. DSU Athletics is now collaborating with Mountain America Credit Union. The women's volleyball team won its 200th game. Coach Peterson has a 2-1 football record. Both men's and women's cross country teams placed third at the BYU Autumn Classic. The DSU perception study is complete and will provide information on how to share our story. DSU Athletics and DSU marketing are creating a Trailblazer Room in the St. George Children's Museum which received about 100,000 visitors per year. UMAC is using Merit software to send social media stories to students' hometowns. An academic statewide digital marketing campaign is being created. Student Affairs has seen a record enrollment. President Williams expressed gratitude for the Atwood retention grants which are progressing as intended. The Health and Counseling Center will be renovated and expanded. The number of performances by Raging Red has increased and helps with recruitment. Campus Recreation is moving to the new Human Performance Center.

REPORTS

DSU Student Association

Trustee Taylor Godfrey, President of DSUSA, reported on significant events that will be hosted this semester by DSUSA and gave an overview of the Executive Council and branches. She also presented on her initiatives for the academic year.

Faculty Senate

Dr. Samuel Tobler reported that the Faculty Senate has been updating policies. A new policy committee was created to help examine educational policies across categories. The committee will also review the Faculty Senate constitution and bylaws. Faculty have started to consider the criteria needed to subject-specific rubrics for tenure and rank advancements.

Staff Association

Tiffany Draper reported that there are now four \$600 scholarships available to part-time employees thanks to payroll donations from full-time employees. The Staff Association opening social was yesterday. The service committee is partnering with Career Services to collect professional attire for students. The first Directors Training of the semester was held last week. Trainings are held twice per semester. Mentors are assigned to all new staff members. The health and wellness committee is coordinating the step challenge this month and healthy eating demos starting next month. Thirty-three Mini Trailblazer Awards were given to staff members last month.

PRESENTATIONS

Enrollment

Vice President Peter Gitau reported that there has been a 7% increase in new and transfer enrollment this year. For international students, there has been a 56% increase in applications and a 40% increase in enrollment. Darlene Dilley reported that the largest incoming class in DSU history is on campus this fall semester. There have been increases in enrollment from Washington County, Colorado, and Hawaii. A new Welcome Center will open this January on the 2nd floor of Holland Centennial Commons. The financial aid notification process and the registration portals have been enhanced. Katie Armstrong reported that EAB Navigate will help students connect with their advisers more easily. There is a new advising model for proactive advising with a high touch, high impact approach with students who need additional assistance.

Atwood Innovation Plaza

Dean Wells reported that the ribbon-cutting for Atwood Innovation Plaza will be held on November 8. He gave an overview of the programs that are located in the Plaza. The facility will finally be completed to support invention to business creation. Many thanks to Trustee Lindsay and Laura Atwood for their generosity.

Land Bank Acquisition Request

Vice President Paul Morris reported that the campus master plan 2019 was approved at the Board of Regents meeting this summer. The request for approval of the land bank approval will be presented to the Building Board on October 2. The undeveloped property is over 100 acres located at the corner of River Road and Southern Parkway with an appraised value of \$10 million. The campus can expand to this location with the enrollment growth.

BOARD OF TRUSTEES COMMITTEE REPORTS

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

Executive Committee

Committee Chair David Clark, with Committee Members Julie Beck and Jon Pike. Chair Clark reported that the committee has not met and there is no report.

Academic Committee

Committee Chair Julie Beck, with Committee Members Larry Bergeson, and Kelli Prince. Vice Chair Beck reported that Provost Lacourse will present academic programs for approval during this meeting. There will be more requests for approval on the November agenda.

Audit Committee

Committee Chair David Clark, with Committee Members Tony Christensen and Colleen Kvetko.

Chair Clark reported that the Audit Committee has met and reviewed three audits: Outdoor Adventures, Southern Utah Marketing Resources, and one that Board of Regents required, the President's travel.

Finance/Investment Committee

Committee Chair Colleen Kvetko, with Committee Members David Clark and Tony Christensen. Chair Kvetko reported that the Finance Committee met last month regarding the institution's banking RFP and investment services portfolio RFP. Cache Valley Bank was chosen as the institution's primary bank. The committee will meet on investments next month.

Government Affairs Committee

Committee Chair Jon Pike and Committee Members David Clark and Julie Beck. Chair Pike was absent and no report was given.

Honoree Selection Committee

Committee Chair Tiffany Wilson with Committee Members David Clark, Julie Beck, and Taylor Godfrey. Chair Wilson asked for suggestions for possible honorees.

Policy Committee

Committee Chair Larry Bergeson with Committee Members Tony Christensen and Kelli Prince.

Trustee Prince commented that the Policy Committee has not met and there is nothing to report.

Dixie Technical College Board Liaison

Liaison Jon Pike. Trustee Atwood commented in Trustee Pike's absence that DTC is an asset to the community and there will be a more cohesive relationship with DSU led by Dr. Sarah Vandermark, DSU's new Associate Provost for Academic Success.

National Advisory Council (NAC) Representatives

Committee Chair Kelli Prince with Committee Members Colleen Kvetko and Tiffany Wilson. Chair Prince reported that the next NAC meeting will be on October 24, 2019.

ACTION ITEMS

APPROVAL OF MINUTES

Chair Clark called for a motion to approve the minutes of the July 31, 2019, Board of Trustees meeting. Motion by Colleen Kvetko; duly seconded by Taylor Godfrey, to approve the minutes of the Board of Trustees meeting held on July 31, 2019, as presented. Action: Approved unanimously.

UNIVERSITY ADVANCEMENT

Vice President Brad Last presented the donation report for Fiscal Year 2019 and July 2019 through August 2019. Motion by Colleen Kvetko; duly seconded by Taylor Godfrey. Action: Approved unanimously.

ADMINISTRATIVE AFFAIRS

Human Resources

Travis Rosenberg presented the request for early retirement from the following:

- Dr. Kelly Bringham, Professor of Geology and Director of Community Engaged Learning. Motion by Julie Beck; duly seconded by Kelli Prince. Action: Approved unanimously.
- H. Wayne Stevens, Preventative Maintenance Lead. Motion by Tiffany Wilson; duly seconded by Kelli Prince. Action: Approved unanimously.

Travis Rosenberg also presented the request for phased retirement from Kerry Dillenbeck, HVAC Specialist. Motion by Colleen Kvetko; duly seconded by Lindsay Atwood. Action: Approved unanimously.

POLICIES

Alison Vicroy presented the revision of Policy 136: Private Use of College Property and Equipment for approval. Motion by Tiffany Wilson; duly seconded by Kelli Prince. Action: Approved unanimously.

Vice President Paul Morris presented the following policies for approval:

- Revision of Policy 207: Independent Contractors. Motion by Julie Beck; duly seconded by Taylor Godfrey. Action: Approved unanimously.
- New Policy 250: Auxiliary Services Operations. Motion by Colleen Kvetko; duly seconded by Lindsay Atwood. Action: Approved unanimously.
- New Policy 251: Competition with Private Enterprise. Motion by Tiffany Wilson; duly seconded by Kelli Prince. Action: Approved unanimously.
- Revision of Policy 346: Staff Leave and Absences. Motion by Julie Beck; duly seconded by Taylor Godfrey. Action: Approved unanimously.
- Revision of Policy 349: Family and Medical Leave. Motion by Kelli Prince; duly seconded by Colleen Kvetko. Action: Approved unanimously.
- New Policy 401: Environmental, Occupational Health, and Safety. Motion by Julie Beck; duly seconded by Kelli Prince. Action: Approved unanimously.
- Deletion of Policy 402: Blood Borne Pathogens which was incorporated into the new Policy 401. Motion by Taylor Godfrey; duly seconded by Colleen Kvetko. Action: Approved unanimously.
- Deletion of Policy 404: Confined Space which was incorporated into the new Policy 401. Motion by Lindsay Atwood; duly seconded by Tiffany Wilson. Action: Approved unanimously.
- Deletion of Policy 443: Use of College Physical Plant which was incorporated into the revised Policy 136. Motion by Colleen Kvetko; duly seconded by Taylor Godfrey. Action: Approved unanimously.
- Revision of Policy 464: University Public Web Presence. Motion by Julie Beck; duly seconded by Lindsay Atwood. Action: Approved unanimously.

ACADEMIC AFFAIRS

New Certificates

Provost Michael Lacourse presented proposals for the following new certificate programs:

- Information Technology Certificate. Motion by Lindsay Atwood; duly seconded by Colleen Kvetko. Action: Approved unanimously.
- Gerontology Certificate. Motion by Julie Beck; duly seconded by Colleen Kvetko. Action: Approved unanimously.

New Minor

Provost Lacourse presented proposals for the following new minor programs:

- Minor in Geoscience. Motion by Lindsay Atwood; duly seconded by Taylor Godfrey. Approved unanimously.
- Minor in Family Studies and Human Development. Motion by Kelli Prince; duly seconded by Tiffany Wilson. Action: Approved unanimously.

Academic Fees

Provost Lacourse presented the changes in fees for three courses. Motion by Julie Beck; duly seconded by Kelli Prince. Action: Approved unanimously.

Approval of Tenure

Provost Lacourse presented the request for approval of the application for tenure for Dr. Judy Scott, Assistant Professor of Nursing. Motion by Julie Beck; duly seconded by Colleen Kvetko. Action: Approved unanimously.

DSU POLICE DEPARTMENT ACCREDITATION PRESENTATION

Representatives from the Utah Chiefs of Police Association presented Chief Blair Barfuss with a plaque to recognize the Dixie State University Department of Public Safety as the only campus law enforcement agency in Utah to earn accreditation through the Utah Law Enforcement Professional

Standards Accreditation Program. The department is one of only seven jurisdictions in the state to be accredited.

CONCLUDING REMARKS

Chair Clark thanked attendees for their participation in this Board meeting. He welcomed Doajo Hicks to the meeting and expressed appreciation for his four years of service as the General Counsel.

MEETING ADJOURNED

Motion to adjourn by Colleen Kvetko; duly seconded by Taylor Godfrey. Action: Approved unanimously. The meeting was adjourned at 12:21 p.m.

LUNCHEON FOR ALL ATTENDEES, ZION ROOM

Presentation by Dean Eric Pedersen, College of Science, Engineering, and Technology

NEXT BOARD OF TRUSTEES MEETING – Friday, November 1, 8:00 a.m. – 12:00 p.m.

CALENDAR OF UPCOMING MEETINGS AND EVENTS

- Homecoming Week – October 21-26
- Science, Engineering and Technology Building Groundbreaking – Wednesday, October 23, 11:00 am
- Board of Trustees Meeting – Friday, November 1, 9:00 am–12:00 pm, Zion Room
- Atwood Innovation Plaza Grand Opening – Friday, November 8, 2:00 pm
- Human Performance Center Dedication – November 13, 1:30-2:30 pm, and November 14, community day, all day
- DSU Tree Lighting Celebration – Wednesday, December 4, 5:00 pm
- Board of Trustees Meeting - Friday, January 31, 9:00 am–12:00 pm, Zion Room
- Board of Trustees Meeting - Friday, March 13, 9:00 am–12:00 pm, Zion Room
- Board of Regents Meeting – Thursday and Friday, March 26-27, Dixie State University
- Strategic Plan Report-Out and Luncheon – Tuesday, April 14, 9:00 am - 1:00 pm, Zion Room
- Presidential Awards Dinner – Thursday, April 23, Gardner Ballroom
- Board of Trustees Meeting – Friday, April 24, 9:00 am–12:00 pm, Zion Room
- Commencement – Friday, May 1, Trailblazer Stadium

Date Approved: November 1, 2019