



Board of Trustees Meeting Agenda

Friday, January 31, 2014

*Jeffrey R. Holland Centennial Commons
Zion Room*

Executive Session - 8:00 a.m.

General Session - 9:00 a.m.

1	Agenda
2	Minutes
3	Human Resources Items
4	Other Action Items
5	Discussion/ Information Items

**DIXIE STATE UNIVERSITY
BOARD OF TRUSTEES MEETING
Zion Room, Jeffrey R. Holland Centennial Commons
Friday, January 31, 2014
Executive Session (for Trustees Only) – 8:00 AM
General Session (for All Meeting Attendees) – 9:00 AM**

A G E N D A

[*] = Handout Included

- I. **EXECUTIVE SESSION (8:00 to 9:00 AM – For Trustees Only)**
- II. **WELCOME AND INTRODUCTIONS (Chair Steven G. Caplin)**
 - Wilford W. Clyde, Member of the State Board of Regents and Chair of the Presidential Search Committee
 - Dr. David Wade, Academic Program and Curriculum Director
- III. **REPORTS AND PRESENTATIONS (Chair Caplin)**
 - Professional Development Presentation – Dr. Sandra L. Petersen, Assistant Professor of Elementary Education and Chair of the Teaching and Learning Committee
 - Accreditation Update – Dr. Debra Bryant, Accreditation Liaison Officer
 - Presentation of the Board of Trustees “Excellence in Education” Award
- IV. **PRESIDENT’S REPORT (President Stephen D. Nadauld)**
- V. **ACTION ITEMS**
 - A. **Approval of Minutes (Chair Caplin)**
 - *Friday, November 22, 2013
 - B. **Human Resources (Pam Montrallo)**
 - *Early Retirement Request from Peter Van Valkenburg, Effective June 30, 2014
 - *Policies to be Deleted:
 - ✓ Policy 1-1: History, General
 - ✓ Policy 1-2: History, List of Presidents
 - ✓ Policy 5-4: Advisement
 - ✓ Policy 5-7: Career Information Center/Vocational Assessment
 - ✓ Policy 5-8: Student Employment Services
 - ✓ Policy 5-9: Cooperative Education
 - ✓ Policy 5-26: Identification Cards
 - ✓ Policy 5-27: Intramural/Interclub Sports
 - ✓ Policy 5-43: Diversity/Multi-Cultural Programs
 - ✓ Policy 5-45: Honors Program
 - *New or Revised Policies to be Considered for Approval:
 - ✓ Policy 3-41: Curriculum Approval and Revision
 - ✓ Policy 3-47: Textbooks
 - ✓ Policy 5-20: Graduation

V. ACTION ITEMS (CONTINUED)

- C. Administrative Services (Paul Morris)
 - *Investment Report (Scott Talbot/Cheri Capps)
 - *Budget Report (Paul Morris/Bryant Flake)
- D. Academic Services (Bill Christensen)
 - *Rank and Tenure Promotions
- E. DSU Student Association (Carlos Morgan)
 - *DSU 2014-2015 Student Fee Recommendation

VI. BOARD OF TRUSTEES COMMITTEE REPORTS

- A. Audit Committee – David Clark/Hal Hiatt/Max Rose/Scott Talbot
- B. Finance/Investment Committee – Steve Caplin/David Clark/Jon Pike
- C. Government Affairs Committee – Jon Pike/David Clark/Christina Durham/Hal Hiatt
- D. Academic Programs Committee – Elisabeth Bingham/Julie Beck/Christina Durham/Carlos Morgan/Max Rose/Gail Smith
- E. DXATC Board Liaison – Jon Pike
- F. NAC Representatives – Gail Smith/Elisabeth Bingham/Steve Caplin

VII. DISCUSSION/INFORMATION ITEMS

- A. Student Services (Del Beatty)
 - Update on Tobacco-free Campus Implementation
- B. General Updates
 - DSU Student Association (Carlos Morgan)
 - Alumni Association (Hal Hiatt)
 - Athletic Services (Jason Boothe)
 - Classified Staff Association (Kathleen Briggs)
 - Exempt Staff Association (Ken Richmond)
 - Faculty Senate (Robert Carlson/Nate Staheli)
- C. Development (Rick Palmer)
 - *Development Office Donation Report
 - General Update
 - Events of Friday, February 28, 2014:
 - ✓ National Advisory Council Meeting @ 8AM, Zion Room
 - ✓ 10th Annual Fire & Ice Dinner and Gala @ 5:30PM, SunRiver Clubhouse
- D. Institutional Advancement and Cultural Arts
 - *Sears Dixie Invitational Art Show, February 15 through March 30 (Steve Johnson)
 - *International Outreach Update (Lani Puriri)

VIII. CALENDAR OF UPCOMING MEETINGS AND EVENTS

- *2014 Legislative Session* – January 27 through March 14, 2014
- *Executive Staff Meeting* – Tuesday, February 4, @ 9AM, South Admin Conf Room
- *Lake Powell Pipeline Finance Model Presentation* – Wednesday, February 5 @ 12PM, Water Conservancy District Office
- *University Council Meeting* – Thursday, February 6 @ 3PM, South Admin Conf Room
- *Storm Club Luncheon* – Tuesday, February 11 @ 12PM, Gardner Ballroom
- *27th Annual Sears Dixie Invitational Art Show Gala Dinner* – Friday, February 14 @ 6PM, Eccles Foyer
- *27th Annual Sears Dixie Invitational Art Show* – February 15 through March 30 @ the Sears Gallery of the Eccles Fine Arts Center
- *Lincoln Day Breakfast* – Saturday, February 15 @ 7:30AM, Gardner Ballroom
- *Career Fair (Sponsored by the DSU Career Center)* – Wednesday, February 26
- *Summer Sales Fair (Sponsored by the DSU Career Center)* – Thursday, February 27
- *National Advisory Council (NAC) Meeting* – Friday, February 28 @ 8:30AM, Zion Room
- *Fire & Ice Gala* – Friday, February 28 @ SunRiver Clubhouse
 - ✓ 5:30 – 7PM: Hors d' Oeuvres and Silent Auction
 - ✓ 7PM: Dinner, Entertainment, and Live Auction
- *Utah Conference on Undergraduate Research* – Friday, February 28 @ BYU
- *Council of Presidents Meeting* – Tuesday, March 11 @ 12PM, The Gateway/SLC
- *Storm Club Luncheon* – Tuesday, March 11 @ 12PM, Gardner Ballroom
- *University Council Meeting* – Thursday, March 20 @ 3PM, South Admin Conf Room
- *Scholarship Associates Banquet* – Thursday, March 20 @ 6PM, Gardner Ballroom
- *Board of Trustees Meeting* – Friday, March 21 @ 8AM, Zion Room
- *Board of Regents Meeting* – Friday, March 28 @ Dixie State University
- *Interfaith Program featuring Former Governor Michael Leavitt* – Sunday, March 30 @ 6PM, Cox Auditorium
- *Storm Club Luncheon* – Tuesday, April 8 @ 12PM, Gardner Ballroom
- *Dalian (China) Symphony Orchestra Concert* – Saturday Evening, April 12 @ Mainstage Theatre
- *University Council Meeting* – Thursday, April 17 @ 3PM, South Admin Conf Room
- *Raging Red Final Concert of the School Year: A Tribute to President Nadauld* – Thursday, April 17 @ 7:30PM, Cox Auditorium
- *All Sports Banquet* – Wednesday, April 23 @ 6PM, Gardner Ballroom
- *Board of Trustees Meeting* – Monday, April 28 @ 8AM, Zion Room
- *Council of Presidents Meeting* – Tuesday, April 29 @ 12PM, The Gateway/SLC
- *Commencement Day* – Friday, May 2, 2014
- *Storm Club Golf Tournament* – Tuesday, May 13, 2014
- *Board of Regents Meeting* – Friday, May 16 @ Weber State University
- *Fall Semester Begins* – Monday, August 25, 2014
- *China Photo Retreat* – September 1-15, 2014
- *DOCUTAH Film Festival* – September 2-6, 2014

IX. 12:00 P.M. – LUNCHEON FOR ALL MEETING ATTENDEES IN THE GARDNER CENTER COTTAM ROOM IMMEDIATELY FOLLOWING THE MEETING

X. NEXT BOARD OF TRUSTEES MEETING – Friday, March 21, 2014

**MINUTES OF THE DIXIE STATE UNIVERSITY
BOARD OF TRUSTEES MEETING
Zion Room, Jeffrey R. Holland Centennial Commons
Friday, November 22, 2013
8:00 a.m. – Executive Session
9:00 a.m. – General Session**

BOARD MEMBERS PRESENT:

**Steven G. Caplin (Chair)
Jon Pike (Vice Chair)
Julie Beck (participated by phone)
Elisabeth Bingham
David Clark
Christina Durham
Hal Hiatt (Alumni Association President)
Carlos Morgan (DSUSA President)
Max Rose
Gail Smith**

ALSO PRESENT:

**President Stephen D. Nadauld
Del Beatty – Dean of Students
Jason Boothe – Athletic Director
Kathleen Briggs – President of the Classified Staff Association
Cheri Capps – Director of Accounting
Robert Carlson – President of the Faculty Senate
Michael Carter – Assistant Attorney General/Legal Counsel
Angela Child – Assistant Professor of Education
Bill Christensen – Vice President of Academic Services
Bryant Flake – Institutional Director of Planning and Budget
Carole Grady – Dean of the School of Nursing and Allied Health
Brent Hanson – Dean of the School of Fine Arts
Don Hinton – Dean of the School of Humanities
Jeannine Holt – Former Member of the Board of Trustees
Matthew Jacobson – Opinion Editor of the *Dixie Sun*
Kevin Jenkins – Reporter from *The Spectrum*
Steve Johnson – Director of Public Relations and Publications
Gary Koeven – Chief Information Officer
Marilyn Lamoreaux – Assistant to the President
Brad Last – Vice President of Development
Philip Lee – Interim Dean of the School of Business and Communication
Frank Lojko – Vice President of Student Services and Government Relations
Pamela Montrallos – Executive Director of Human Resources
Paul Morris – Vice President of Administrative Services
Blake Nemelka – Enrollment Services Manager
Joe Pate and Jim Seely – Initiators of the Tobacco-free Campus Initiative
Eric Pedersen – Dean of the School of Science and Technology
Ken Richmond – President of the Exempt Staff Association
David Roos – Executive Director of Enrollment Services
Sherry Ruesch – Executive Director of Campus Services
Brenda Sabey – Dean of the School of Education and Integrated Studies
Daphne Selbert – Dean/Director of Library Services
Becky Smith – Dean of Academic and Community Outreach
Nate Staheli – President-elect of the Faculty Senate
Kelle Stephens – President of the DXATC
Scott Talbot – Executive Director of Business Services
Martha Talman – Human Resources Policy Officer**

I. WELCOME

At 8:07 a.m., Steven G. Caplin, Chair of the Dixie State University (DSU) Board of Trustees, welcomed everyone. Trustee Julie Beck joined the meeting by phone. Chair Caplin called for a motion to move into Executive Session for the purpose of discussing personnel and/or real estate issues.

MOTION BY HAL HIATT, DULY SECONDED BY JON PIKE, TO MOVE INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL AND/OR REAL ESTATE ISSUES.

Action: Approved unanimously, by a show of hands.

II. EXECUTIVE SESSION

At 9:32 a.m., Chair Caplin called for a motion to adjourn the Executive Session.

MOTION BY DAVID CLARK, DULY SECONDED BY JON PIKE, TO EXIT THE EXECUTIVE SESSION AND RETURN TO THE GENERAL SESSION.

Action: Approved unanimously, by a show of hands

III. GENERAL SESSION – WELCOME/INTRODUCTION

At 9:41 a.m., Chair Caplin again welcomed everyone, and asked Paul Morris to introduce Bryant Flake.

Bryant Flake, Institutional Director of Planning and Budget. Paul Morris, Vice President of Administrative Services, introduced Bryant Flake – who is in his third week as the new Institutional Director of Planning and Budget. This is a key position in our Business Services area; we have not had a full-time person in this position at Dixie State University before. Scott Talbot has juggled this work along with his other duties all these years. Bryant will address budget concerns and communicate budget issues. We are very fortunate to have him with us. Bryant said he is originally from Centerville, Utah. He moved to Cedar City ten years ago to work on a master's degree, and then worked for seven years in SUU's budget office. Bryant said Paul and Scott have been very good at getting him up to speed; this is a great time to be on board. He is married, with four children ranging in age from ten years to 18 months. He will be moving here soon.

IV. PROFESSIONAL DEVELOPMENT REPORT

Chair Caplin introduced Dr. Angela Child, who gave the Professional Development presentation.

Professional Development Presentation by Dr. Angela Child, Instructor of Education. Dr. Child said she was excited to share her dissertation study with us. She said core reading programs are instructional materials widely used in public schools. In her study, she just looked at materials, not teachers, actions, or students. Five publishers were used in her study. Exclusive instruction was focused on because it is seen as best practice. In order to narrow down the explicit instructional elements, she found 40 articles and listed the elements mentioned in each article. Then she took the top seven elements and looked for them in core reading programs. She researched what explicit instruction was being provided. The sample resulted in 290 individual reading lessons. She created a code sheet and coding book. Her findings showed that all elements were present; however, she only found 25% guided practice (the most popular element) and feedback was only present 1% of the time. Instruction decreased as grades progressed. These are grim results, Dr. Child said. To summarize her findings, Dr. Child said: 1) the top seven instructional elements were found, but not used equally across any program or lesson type, and not used in any expected or logical sequence. 2) There are programs that have differences, but the differences are minimal. 3) Instructors will need to supplement materials and look at quality guided practice and discussion. 4) Discussion and questioning are overused in comprehension. 5) Monitoring is necessary. 6) Be mindful of retention. Her recommendations for publishers were that they need a broader variety of explicit elements for teaching comprehension. In March of 2014, Dr. Child's findings will be published in the *Elementary School Journal*. Trustee David Clark congratulated Dr. Child on becoming a published author soon. Chair Caplin thanked Dr. Child for her presentation.

V. PRESIDENT'S REPORT

President Stephen D. Nadauld mentioned the following in his report:

- He said our **Fall Enrollment** did decline, as we predicted it would; we are down about 5%. We are quite sure it is temporary, due to the LDS missionary age change. We have a 31% increase in out-of-state students, a 60% increase in international students, a 15% increase in minority students (minority enrollment has more than doubled in the last few years), and an increase in upper-division students, so the enrollment decline came from the freshmen class and some sophomores. Our enrollment for spring is currently ahead of last spring, so we may have an anomaly. President said the really exciting part of that data for him is that we are becoming the true university we talked about becoming. International student retention is 97%. They like the program and this area. And we are doing a land office business in California. We hold retreats in California, and recently ten students came to a retreat from Catalina Island. That is fun, and indicative of the dramatic change in perception that we get with the university nomenclature, having hired more than fifty Ph.D. faculty members, along with existing faculty upgrading their credentials. We are an exciting, growing, serious university, and we have a bright future. That is a quick thumbnail sketch of where we are. Thank you, President, Chair Caplin said. Vice Chair Jon Pike asked what the growth was of minority students – 30% overall. Trustee Elisabeth Bingham asked the number of international students. President said we started with eleven and are up to 180 now and will have more coming for spring semester. We have several coming from Nigeria. It is exciting!
- President said he has a conference call at noon today with the PacWest Conference, and they are voting to add Westminster in Salt Lake City and Concordia in Southern California to the PacWest, bringing the total number of schools in the conference to ten. We have become the strongest Division II conference in the western United States. Our basketball team beat UNLV on their floor. And just last weekend we defeated Seattle Pacific on their floor. He hopes to see everyone at lunch if the call ends in time.

VI. ACTION ITEMS

Election of New Vice Chair of the DSU Board of Trustees

Chair Caplin congratulated Vice Chair Jon Pike on his election as Mayor of St. George. Vice Chair Pike said he counseled with his wife and they decided he couldn't continue to be vice chair of the Board of Trustees. He said he respects each person on this Board and loves being involved with DSU. He and his wife felt it would make the most sense if he could remain on the Board, but resign as vice chair; especially during the presidential search, because he won't have the time. As he is learning the ropes of being mayor he has to give up a few things. He appreciates Chair Caplin and President Nadauld for agreeing to this. He loves the great connection between the university and the city, and wants to maintain it. He is grateful to work under the leadership of President Nadauld and Chair Caplin. Chair Caplin thanked Vice Chair Pike and told him he had served well. Chair Caplin called for nominations for vice chair. Vice Chair Pike nominated Trustee David Clark and Trustee Elisabeth Bingham. Chair Caplin asked for any other nominations; there were none. Trustee Carlos Morgan and Trustee Christina Durham closed the nominations. Chair Caplin explained the process; the vote will be by secret ballot. Each Trustee will write down one name; Chair Caplin and President will collect the ballots, count them, and announce the new vice chair. President passed out ballots.

Chair Caplin asked the candidates to speak. **Trustee Bingham** first told Chair Caplin and Vice Chair Pike thank you for their inspirational and educational leadership. About 14 years ago, George Whitehead called her to serve on the National Advisory Council (NAC); she chaired that council for a while. She is now just starting her second term on the Board of Trustees. She has enjoyed working with everyone on the benchmarks to help this institution become a university. She said we will greatly miss President Nadauld and Margaret. **Trustee Clark** expressed appreciation for leadership. He said this institution has had an amazing transformation. He is interested in this position of vice chair, and he would like to bring to it the information he has gained (he understands Higher Ed budgets, etc.) and leverage his background into this institution. He still has a deep relationship with the legislature and Higher Education. He said we need to roll up our sleeves and fight for what is right. There is more opportunity for this institution to grow. He appreciates the chance of serving with such great faculty, students, administration, etc.

Thank you both, Chair Caplin said. Please cast your vote. Trustee Beck cast her vote by email. The ballots were counted. Chair Caplin said there is terrific support for both candidates. Trustee Clark came out on top.

Thank you, Elisabeth, for your great service on this Board and for your terrific service as member of NAC. You are an idea person and we appreciate your willingness to service. Congratulations to Vice Chair Clark.

Approval of Minutes

Chair Caplin said the minutes are very helpful; they provide a history of transactions and are a management tool. President seconded that. Chair Caplin called for a motion to approve the minutes of the Board of Trustees meeting held on Friday, September 20, 2013.

MOTION BY DAVID CLARK, DULY SECONDED BY JON PIKE, TO APPROVE THE MINUTES OF THE BOARD OF TRUSTEES MEETING HELD ON FRIDAY, SEPTEMBER 20, 2013, AS PRESENTED.

Action: Approved unanimously.

HUMAN RESOURCES

Early Retirement Requests

Pam Montrallo, Executive Director of Human Resources, came to the table, and Martha Talman joined her. Pam said Martha is the new Policy Administrator and she will devote full time to policies. There are two Early Retirement requests, as follows:

- **Joan Smith.** Joan Smith works in our Public Relations Department; she has been here for 25 years. The early retirement program states that a person becomes eligible if their age and years of service equal 75. If they qualify, they will receive 20% of their base salary for five years, or until full retirement age of 66, and they will also receive medical and dental insurance for five years or up to age 65. If Joan is approved, she will be on the early retirement benefit for four years for salary and three years for medical. Chair Caplin said she wrote a nice letter. She has been a real asset to DSU.

MOTION BY MAX ROSE, DULY SECONDED BY HAL HIATT, TO APPROVE THE EARLY RETIREMENT REQUEST OF JOAN SMITH, EFFECTIVE FEBRUARY 1, 2014, AS PRESENTED.

Action: Approved unanimously.

- **Tim Eicher, Effective 6/30/14.** Pam said Tim is an Associate Professor in the Consumer Science Department. He would be on the early retirement program for a little over four years. We appreciate Tim's service very much. He has always been such an asset to Dixie State.

MOTION BY JON PIKE, DULY SECONDED BY CHRISTINA DURHAM, TO APPROVE THE EARLY RETIREMENT REQUEST OF ASSOCIATE PROFESSOR TIM EICHER, EFFECTIVE JUNE 30, 2014, AS PRESENTED.

Action: Approved unanimously.

Policies

- **Policy 6-19: Centralized Ticketing.** Martha said this policy has not been revised since 1999. This revised version has received approval from University Council, Cultural Arts, etc.

MOTION BY HAL HIATT, DULY SECONDED BY DAVID CLARK, TO APPROVE POLICY 6-19: CENTRALIZED TICKETING, AS PRESENTED.

Action: Approved unanimously.

- **Policy NEW: Tobacco-Free Campus.** Martha Talman, Policy Administrator, said this is the result of a student initiative begun several years ago. It has received approval from University Council. Chair Caplin opened this up for discussion. Trustee Pike introduced Jim Seely and Joe Pate, the two students (both nurses now) who started this initiative and did the research. They said it has been a learning process; they have worked very hard. Trustee Pike said having a tobacco-free campus is an interest of many institutions that are trying to put healthy living at the forefront. He said he is with Intermountain Healthcare (not Intermountain Sickcare). They have grappled with this issue, and have tried to have smoking areas on their campus at River Road and 400 East. If they are not an example of health and well being as employees and patients, then who is? So they decided to take it to the next step and several

years ago made their campus smoke free. The City of St. George has done the same thing. It is a matter of health, not rights. This is a student-led and student-supported initiative, and also a faculty and staff-supported initiative. Trustee Bingham said she was asked by our Chair to take a closer look at what some other institutions have done – as of this month there are 1127 smoke free campuses in the United States. The real bottom line is about making our university more accessible and healthy, and meeting student and faculty demands for a healthy living environment. It also protects our bottom line – it provides a lower fire hazard, lower maintenance, and eliminates the legal liability from people exposed to secondhand smoke. It gives us a campus that is better in every way. Campuses use this as a real plus. The Board is very much in favor of this. Chair Caplin called for a motion.

MOTION BY ELISABETH BINGHAM, DULY SECONDED BY CARLOS MORGAN, TO APPROVE POLICY NEW: TOBACCO-FREE CAMPUS, AS PRESENTED.

Chair Caplin said to turn to the policy itself. Trustee Bingham said the Board really appreciates the support of the students. Section III.A.i. says that no effort will be made to enforce not smoking in vehicles, but Trustee Bingham wants a completely tobacco-free campus. Trustee Max Rose said if you strike that out, the motion should say: “the policy as amended.” Chair Caplin asked the Trustees to speak. He said eventually we will amend the policy as needed or approve it as is. Trustee Durham said she concurs with Trustee Bingham – with that section we have a bit of a mixed message (an exclusion to being totally tobacco-free). We either need to be 100% tobacco free or not. She attended two meetings on campus and she understands there are varying opinions. She appreciates all the different opinions and the work that has been done to collect those opinions. As Trustee Pike said, it is easier to enforce the broad 100% smoke-free campus, and it sends a good message. Chair Caplin asked DSU’s legal counsel, Michael Carter, to come to the table and keep a record of the recommendations being made. President said he would like to speak to the policy before we begin to amend it. We are all aware that this has been in the process for about three years. The notion of a tobacco-free campus has been driven by the students and widely supported by the staff and fairly well supported by the faculty in terms of the overall policy. The issue lately is implementation, and in some part whether or not the majority has a responsibility to defer to the minority position. Our Faculty Senate President has tried to identify some minority concerns and has brought those forward to help us understand. We as administrators have tried to listen carefully to him. The policy you see before you that smoking would be allowed in private vehicles is to respond positively to faculty concerns, and to give those of us who have to implement the policy some sense of how we might go about that. He has known for a long time that the Board of Trustees has a very strong opinion about this. It is our attempt to have a campus that is tobacco free, and then perhaps add a wrinkle that would allow some people on campus to find a place where they can smoke in their private vehicles. This type of policy is implemented through “moralsuasion,” not through our security people. For his part, he wants to acknowledge the opinions of several faculty members to make minorities feel more welcome on our campus. Hopefully they will get into a cessation program. The policy before you has merit and is responsive to the minority, but we will do our best to implement whatever policy the Board approves.

The Board voted and approved in April the idea in concept for a tobacco-free policy to be brought forward. Chair Caplin said after that meeting the Board asked the administration to draft a policy and bring it back. Martha said there is a 30-day public comment period; the comments are included. **Chair Caplin said to let the record show that we followed the policy regarding policies on creating this policy.** Trustee Morgan asked for clarification: if we were to make any changes to the policy as it is written right now, would there be another 30 day period? No, Martha said it is up to the Chair of the voting body to decide to send it back for review to a lower level. Chair Caplin said this is a good question from Trustee Morgan. Mike Carter said this comes as a recommended draft – it is subject to review and approval and this body’s input. We are in the process of final creation, subject to recommendations. Are there any other comments or questions? Chair Caplin asked Trustee Julie Beck if she was still on the phone. She said yes. She said she is finding it very interesting making a decision on a health practice that would be good, intelligent and safe for the population of our campus, so she prefers to pass a tobacco-free policy across the board. She thinks the precedents are there (in other respected universities in the United States, etc.) to respect the health of individuals. This has come forward from the students; it is only right that we look at the health of individuals across the board and pass a policy that promotes good practices on our campus. Trustee Rose said he, as a person, is in favor of total tobacco free, but he is concerned about people in cessation programs and the use of e-cigarettes, etc. He

is in favor of passing a stricter policy, but he is also persuaded to leave the clause in because he worries about the minority. He is ambivalent. President said you used to be ambivalent, but now you're not so sure. Trustee Rose said if he were an animal, he'd be an amphibian. Vice Chair Clark said he has found great wisdom in the counsel of the President, but he said it is a slippery slope and more challenging not to make the campus entirely tobacco free. Trustee Gail Smith agrees with what has been said; she wants the campus totally tobacco free. Chair Caplin said he is not sure there is support for the policy as it is written. He took a straw poll and asked how many support the policy as written: three people support it. Michael Carter said he wanted to be sure we weren't voting on the motion pending. We were not. Trustee Rose said the motion was made to approve the policy as written. President said regarding Robert's Rules of Order, you can entertain a motion to amend. Then you'll need a second. Chair Caplin said we will entertain a motion to amend the policy as written. Trustee Pike asked if we should table this so Legal Counsel could talk to Martha. Martha said it is not necessary. She said we should just eliminate III.A.i. and III.C.i. Chair Caplin called for a motion and a second to amend the original motion.

MOTION BY DAVID CLARK, DULY SECONDED BY ELISABETH BINGHAM, TO AMEND THE ORIGINAL MOTION TO APPROVE POLICY NEW: TOBACCO-FREE CAMPUS.

Action: Motion passed; Trustee Rose was opposed.

Chair Caplin called for the amended motion.

JON PIKE MOVED TO AMEND THE ORIGINAL MOTION AS FOLLOWS:

- Under Roman Numeral II, we are ending that last sentence, "and university-owned and operated vehicles." He proposed to strike the word "and" before University, put a comma after vehicles, and add: "and in private vehicles located on campus."
- Under Roman Numeral III, strike A.i.
- In letter B under Roman Numeral III, put as the second sentence: "This includes but is not limited to:" Then create a new letter i: "Tobacco, cigarettes, electronic cigarettes and other vaporizing devices designed to function like electronic cigarettes, cigars, oral or smokeless tobacco, and nasal tobacco." That is the end of letter i.
- Then in letter B.ii. under Roman Numeral III put: "In addition, products intended to mimic tobacco, containing tobacco flavoring, or intended to deliver nicotine are prohibited except products containing or delivering nicotine or substances designed to mimic nicotine that have been approved by the U.S. Food & Drug Administration for use in treating tobacco dependency (i.e. F.D.A. approved tobacco or smoking cessation products), including but not limited to chewing gum, skin patches, oral lozenges, nasal spray, and oral inhalers." Michael suggested adding a comma after prohibited: "... are prohibited, except drug products."
- Take out III.C.i. and renumberate the policy. Martha said they will fix the formatting.
- Trustee Pike said that is his motion.

Chair Caplin asked if there were any other recommendations. Michael Carter stressed, recognizing this is a recommended draft, that we are making a motion to amend the draft. We are creating a policy draft. We are moving to approve the draft with the revised language. We are not amending anything that suggests it is already in place. We are moving to amend the motion to approve by adding revisions/new language.

Chair Caplin said we have a motion to amend a previous motion. Is there a second?

CHRISTINA DURHAM SECONDED THE MOTION TO AMEND THE ORIGINAL MOTION.

Action: Approved unanimously.

Chair Caplin said we now need a motion and second to approve the policy as amended.

MOTION BY DAVID CLARK, DULY SECONDED BY ELISABETH BINGHAM, TO APPROVE POLICY NEW: TOBACCO-FREE CAMPUS, AS AMENDED.

Action: Approved unanimously.

The motion to approve the tobacco-free campus policy passes unanimously. Martha said she will go to her office and make the changes right now so the Board can review them and make sure the policy is correct. Chair Caplin thanked Robert Carlson, Faculty Senate President, for soliciting feedback from faculty, and he also thanked all stakeholders on campus for their feedback. Chair Caplin said we appreciate the efforts of all. President said we will do our best to enforce this. Congratulations to our two registered nurses and healthcare advocates, Joe and Jim. Chair Caplin said what this means is that DSU becomes a leader in the state; we become the first higher education institution in Utah to adopt a tobacco-free campus. He thanked everyone for their foresight and skills and commitment and leadership. Del Beatty, Dean of Students, said all his colleagues at other USHE institutions are awaiting our vote today. He said this started with Abby Hirschi and Thomas Leavitt when they were student body president and vice president, and has moved forward. Congratulations to Joe and Jim. This will help the students. Trustee Pike asked about the implementation process. President said since this has been in the works for so long, we don't have to wait to implement it. We can announce what has transpired today, and we can start at the first of the year to implement and make this work on campus. Paul Morris, Vice President of Administrative Services, said we are in the process of making the signs. We will work with Jim and Joe.

Martha brought back the amended policy. Trustee Pike had a chance to read the revisions made and he approved; he said it looked good. **He asked that one thing be noted in the minutes. Under the definition of campus in Section II.A., make sure that the definition is for the purposes of this policy and this policy only, so it doesn't get confused with other policies.** President said that is helpful because we don't want to burden other policies with potential free speech issues.

ADMINISTRATIVE SERVICES

Investment Report

Paul Morris, Vice President of Administration; Scott Talbot, Executive Director of Business Services; and Cheri Capps, Director of Accounting, presented this report. Cheri said we are looking at the first quarter of the 2013-2014 fiscal year. About 75% of our investments are with PTIF; 1.7% are restricted, and we have three money managers who work with the remaining 23%. We are going to liquidate the Morgan Stanley/Merrill Lynch investments in April 2014. In the Investment Earnings section, the first quarter we see earnings of \$136,848 – with 55% in interest and dividends, 30% in unrealized capital gains, and 14% in realized capital gains. If we take the earnings from this first quarter and project them for the year, we have \$547,392. Last fiscal year our total earnings were \$786,473. We were slow getting started this first quarter. We are up, but not very much. She wanted to let those who will be attending the investment meeting on December 2nd at 11:00 a.m. know that John Shear from the University of Utah will be here. Trustee Hiatt asked where the funding is going for Morgan Stanley. Cheri said it is going into the University of Utah money. Cheri pointed out that the next few pages are the monthly reports. Chair Caplin called for a motion.

MOTION BY HAL HIATT, DULY SECONDED BY GAIL SMITH, TO APPROVE THE JULY 1 TO SEPTEMBER 30, 2013 INVESTMENT REPORT, AS PRESENTED.

Action: Approved unanimously.

Budget Report

Paul Morris and Scott Talbot and Bryant Flake presented this report. Scott said this year's general fund budget is made up of 45% from tuition and fees, and nearly 50% from state appropriations. That is a number that has been declining for a several years, and this year it actually increased because of the very positive outcomes of the last legislative session, where we received some funding for our university transition, etc. In terms of YTD collections, we are over \$1 million ahead of schedule. We anticipated an enrollment decline, which did take place, but it has not been quite as significant as what was budgeted for. Plus, we have the international, out-of-state, and upper-division students. Regarding expenditures, we are basically right on schedule at 29% actual expenditures. Departments like to hold a portion of their operating budgets back for later in the year. On the second page, the numbers are in greater detail. Scott said there may be a question under the expenditures that is an accounting issue. Under Public Service, some of our aggressive accountants reversed entries (typically done at the end of the year). Bryant said there are a few negative budgets, but they are mostly minor in proportion to the overall budget (but they will be addressed). Regarding interpreters for the deaf, Trustee Bingham asked if our state laws have changed at all. Paul said

the legislature has appropriated the dollar amount for higher ed. The money goes to the Board of Regents and near the end of each semester (December and early May) all institutions submit their expenditures to the Regents. There is an allocation process. Paul said he and Vice President Bill Christensen and Vice President Frank Lojko recently met about this. Their hope was to create an economy of scale; we are looking at how to do this more efficiently. Beyond hiring more people, we are wondering if we can put more money into this institutionally. Hopefully, it will not be on this list going forward. Bryant said this was an issue at SUU as well, but the volume of students was not as great. Trustee Hiatt asked why the Diversity Center is \$20,000 in the red. Bryant said most of it is a carryover from earlier years. Scott said it is an anomaly, but it will come back in line by the end of the year. Chair Caplin called for a motion.

MOTION BY JON PIKE, DULY SECONDED BY ELISABETH BINGHAM, TO APPROVE THE BUDGET REPORT FOR THE FOUR MONTHS ENDING OCTOBER 31, 2013, AS PRESENTED.

Action: Approved unanimously.

Discretionary Report

Scott said Regent policy requires that the remaining reports come to the Board for approval. Discretionary funds are what the President oversees. Very simply, most of the discretionary funds go to scholarships. Vice Chair Clark said the Regents require audits in certain areas. Every DSU audit we have done shows us to be stellar in the accounting. Paul said we are fortunate to have a very conservative President.

MOTION BY CHRISTINA DURHAM, DULY SECONDED BY DAVID CLARK, TO APPROVE THE DISCRETIONARY FUNDS REPORT FOR FISCAL YEAR 2013, AS PRESENTED.

Action: Approved unanimously.

Auxiliary Operations

Scott said this report can be a little confusing. It shows income and loss from auxiliaries. All auxiliaries are positive and are producing income at this point. We are transferring money out to maintain facilities and make improvements. As we look at fund balances at end of year, we are still in good shape. Our Bookstore here at DSU is not struggling as some other institutions are. Paul said anything auxiliaries earn is available to the institution. He said we will be in the black. Chair Caplin invited the Trustees to learn more by talking to Trustee David Clark.

MOTION BY GAIL SMITH, DULY SECONDED BY JON PIKE, TO APPROVE THE AUXILIARY OPERATIONS REPORT FOR FISCAL YEAR 2013, AS PRESENTED.

Action: Approved unanimously.

Service Enterprise Funds

Scott said these are operations at the institution that are not intended to make a profit but to break even. Sometimes they go negative, but in most cases they are positive. Most areas are doing well. We have an issue with student activities – it is a new program that grew rapidly. They purchased a large amount of equipment, etc. We are trying to identify other expenditures that will bring us into line.

MOTION BY GAIL SMITH, DULY SECONDED BY CHRISTINA DURHAM, TO APPROVE THE SERVICE ENTERPRISE FUNDS REPORT FOR FISCAL YEAR 2013, AS PRESENTED.

Action: Approved unanimously.

STUDENT SERVICES

Program Proposal: Women's Resource Center

Dr. Carole Grady, Dean of Health Sciences, addressed this because she was assigned to be the advisor to the current Women's Resource Program. It is coordinated by a faculty member who gets released time to do so. The budget is limited and comes from the University Women in Higher Education Network (UWHEN) funds. We are proposing that this become a Center, which would allow us to expand the services that are being offered to female students and to ensure academic success. Right now, the service is operating as a faculty mentoring program. Trustee Bingham said the thing that impressed the Board is the graduation rate compared to other institutions. Trustee Rose asked where this is located. Carole said on the fourth floor of the Holland Centennial Commons, near the honors program office and offices for other programs.

MOTION BY HAL HIATT, DULY SECONDED BY GAIL SMITH, TO APPROVE THE PROGRAM PROPOSAL TO CREATE A WOMEN'S RESOURCE CENTER, AS PRESENTED.

Action: Approved unanimously.

ACADEMIC SERVICES

Dr. Jie Liu Request for Sabbatical Leave for the 2014-2015 Academic Year

Dr. Bill Christensen came to the table. Bill thanked Carole and her faculty for their work on the Women's Resource Center. Student Services is where this Resource Center resides, so it falls under Frank. Dr. Eric Pedersen, Dean of Science and Technology, came forward. Dr. Jie Liu, Associate Professor of Mathematics, has requested a sabbatical leave for the 2014-2015 academic year. She wrote to Eric, and both Bill and Eric have endorsed this request.

MOTION BY JON PIKE, DULY SECONDED BY CHRISTINA DURHAM, TO APPROVE THE SABBATICAL LEAVE REQUEST OF DR. JIE LIU FOR THE 2014-2015 ACADEMIC YEAR.

Action: Approved unanimously.

Regents Policy R401, Administrative Classification Change Proposal

Dr. Christensen said we are asking for the Board's approval of this Regents Policy R401, Administrative Classification Change proposal. These are some changes in administrative organizations. Bill said the changes are trending in line with what is being used at other institutions. He went through the list of changes.

- The School of Arts and Letters will be divided into two schools – the School of Visual and Performing Arts and the School of Humanities
- The School of Humanities will create a new department – History and Political Science
- The School of Business and Communication will create a new department - Accounting (Bill said these changes were the next small steps, and are not onerous at all in terms of budget.)
- The name of the Department of Integrated Studies will be changed to the Department of Interdisciplinary Arts and Sciences
- The name of the School of Nursing and Allied Health will be changed to the School of Health Sciences
- The name of the School of Adult Studies and Community Services will be changed to the School of Academic and Community Outreach.

MOTION BY MAX ROSE, DULY SECONDED BY CARLOS MORGAN, TO APPROVE THE ADMINISTRATIVE CLASSIFICATION CHANGE PROPOSAL, AS PRESENTED.

Action: Approved unanimously.

Program Proposals

Bill Christensen and Dr. Philip Lee, Interim Dean of the School of Business and Communication, presented the following three program proposals:

- **Minor in Communication.** Dr. Philip Lee said the School of Communication has been working on this for some time. It involves a minor that could be completed by someone from outside the School of Communication. President said when he went to college minors were a big deal; in the interim they faded out of vogue but now they are back in vogue. We will be bringing other minors forward. Trustee Rose said this is a bigger deal in public education. Bill said in most cases, the minors we're building are based on integrated studies emphases. Chair Caplin asked how many minors we have. More than a dozen, Bill said. This is a consent item with the Regents. President said we also have to notify our accreditors, the Northwest Commission on Colleges and Universities. Chair Caplin called for a motion.

MOTION BY CHRISTINA DURHAM, DULY SECONDED BY ELISABETH BINGHAM, TO APPROVE A MINOR IN COMMUNICATION, AS PRESENTED.

Action: Approved unanimously.

- **Certificate of Proficiency in Media Production.** Dr. Lee said this is a certificate that there has been quite a bit of interest in. It entails learning how to be a cameraman. Trustee Rose said they can become a YouTube expert. Bill said these can be streamed on the internet or on vodvod.com. We can watch

home games, etc. We are generating a lot of viewing options, and this certificate takes advantage of that to bring in more students, non-traditional students and even high school students. Bill said Baja Broadband funds this (it is a channel on Baja). Chair Caplin called for a motion.

MOTION BY MAX ROSE, DULY SECONDED BY GAIL SMITH, TO APPROVE THE CERTIFICATE OF PROFICIENCY IN MEDIA PRODUCTION, AS PRESENTED.

Action: Approved unanimously.

- **Termination of Emphasis in Visual Technologies for Bachelor of Science Degree in Business Administration.** Dr. Lee said this is a termination of an emphasis within our bachelor's degree program. This was one of our original emphases in Visual Technology, but very few have taken advantage of it and it affects negatively on our business accreditation. Classes will continue to be taught to students already in the program. President said the Regents across the system have agreed on the teach-out program.

MOTION BY CHRISTINA DURHAM, DULY SECONDED BY DAVID CLARK, TO APPROVE THE TERMINATION OF AN EMPHASIS IN VISUAL TECHNOLOGIES FOR THE BACHELOR OF SCIENCE DEGREE IN BUSINESS ADMINISTRATION.

Action: Approved unanimously.

- **Minor in Health Psychology.** Dr. Don Hinton, Dean of the School of Humanities, and Dr. Danelle Larsen-Rife, Department Chair for the Social and Behavioral Science Department, presented this proposal. Don said these are offerings to round out the offerings we already have. Danelle said we recently became aware of changes in requirements for medical school. This is the first Health Psychology minor in the state of Utah, so we are in the forefront. Trustee Bingham thinks all medical doctors should take this. Chair Caplin thanked Danelle for noticing the trends and putting this in place. He called for a motion.

MOTION BY ELISABETH BINGHAM, DULY SECONDED BY GAIL SMITH, TO APPROVE A MINOR IN HEALTH PSYCHOLOGY, AS PRESENTED. Action:

Approved unanimously.

- **Minor in Psychology.** Danelle said this is standard minor. In the past three years we have had 450 declared majors in the psychology area, so there is a lot of interest.

MOTION BY MAX ROSE, DULY SECONDED BY CHRISTINA DURHAM, TO APPROVE A MINOR IN PSYCHOLOGY, AS PRESENTED.

Action: Approved unanimously.

VII. BOARD OF TRUSTEES COMMITTEE REPORTS

Chair Caplin asked for reports from the following Trustees Committees:

Audit Committee. Committee Chair David Clark, with Committee Members Hal Hiatt, Max Rose, and Scott Talbot. Vice Chair Clark said they had a follow-up meeting, and the audited groups have been strengthened. He will have more to report at the next meeting.

Finance/Investment Committee. Committee Chair Steve Caplin, with Committee Members David Clark, Jon Pike, and Scott Talbot. We are going to meet with the University of Utah on December 2nd.

Government Affairs Committee. Committee Chair Jon Pike, with Committee Members David Clark, Christina Durham, and Hal Hiatt. Trustee Pike said they haven't met, but he told Frank that he would be on the Hill every Monday during the legislative session, so we can pull the committee together as needed.

Academic Programs Committee. Committee Chair Elisabeth Bingham, and Committee Members Julie Beck, Christina Durham, Carlos Morgan, Max Rose, and Gail Smith. Trustee Bingham said they had a good meeting with Bill and his staff. He brought them up to speed on several things. She is happy about the new programs and division changes.

DXATC Board Liaison. Trustee Pike said we have DXATC President Kelle Stephens here with us. We are on a schedule where the DXATC meets two days before this meeting. Things are going very well. There is

a \$29 million proposed new DXATC campus on the old airport hill (Ridgetop), and the proposal is number two on the Higher Ed project list and number ten on the state project list. Planning progress is being made. **NAC Representative.** Trustee Gail Smith is the official NAC representative, but Elisabeth Bingham and Steve Caplin also attend NAC meetings. Trustee Smith said there was a great NAC meeting on October 24th. DSU needs to have better communication with the NAC members as to what is going on and what is needed. Trustee Bingham said they were looking for very specific ways that NAC members could help. They are also going to start an honors program. Trustee Smith said they are creating a priority list of needed projects.

VIII. DISCUSSION/INFORMATION ITEMS

DEVELOPMENT

Development Office General Report

Brad Last, Vice President of Development, said thanks to the Board of Trustees and thanks to NAC members. He said they did have a great meeting, and Elisabeth Bingham and Hyrum Smith did request a list of priorities, so that list was sent out to NAC members. Our priorities include the clock tower, student housing, endowed chairs, etc. Also, NAC member Bingham was kind enough to throw out a challenge grant – she said she would give \$10,000 if 14 other NAC members will provide \$10,000 each. Other items he listed are very conceptual at this time. Brad said they will follow up with NAC members and other donors to determine their interest in some of the projects. That's what they are working on right now.

Donation Report

The standard donation report is the last page in the agenda packet. There are very exciting things going on right now. Within the next several months we will make an announcement, but we cannot right now. We are very busy and having a lot of fun. Thank you, Chair Caplin said. They are a small but mighty team, and we are very appreciative.

STUDENT SERVICES

2013-2014 Retention Initiatives

Frank Lojko, Vice President of Student Services and Government Relations, asked Dr. David Roos, Executive Director of Enrollment Services, and Blake Nemeika, Enrollment Services Manager, to come forward. David said they appreciate Frank's leadership to allow them to be creative. They provided a document outlining some of their 2013-2014 Retention Initiatives (the Complete College America initiative and some others are not included). They have found that one of the most important things for retention is when students feel they have a home, when they connect with campus and faculty, etc. We are in the second year of using the StarFish Early Alert System. This notifies us when a student is exhibiting symptoms of being in trouble. It is a very easy way for a faculty member to raise a flag. We had 3500 flags raised last year, and this year over 8600 flags. David said we send out an email to faculty, they click on a link that takes them into their program, and then they make comments, present feedback, etc. Right now we have five students who respond to the actual flags (in addition to the people they work with). There are two additional mentors for students who are on probation. Students know when they are in trouble; they know when they are to come in. Students are very positive and appreciative. We also have the First Year Experience and early identification of at-risk students, which is vital. Blake thanked David and Frank. Blake said as we look at retention nationwide, we are on top of this area. We have a staff mentoring program; Dustin Johnson is doing his master's work right now in this field. He jumped at the idea of a staff mentoring program for first generation students. Sixty percent of our freshman class comes to DSU with neither parent having a bachelor's degree. This mentoring program will allow a staff member to mentor several students. Chair Caplin said he remembers that retention was the big issue 35 years ago when he was a student leader here. This is such an area of emphasis for the administration, and our recruiting efforts become very successful when we add these programs to enhance them. Chair Caplin said he is excited about this holistic approach. Thank you!

GENERAL UPDATES

Alumni Association

Trustee Hal Hiatt, Alumni Association Director, showed a short video of some of the activities and accomplishments of the alumni, student alumni, and D Crew Club (the Spirit group). They have held Alumni Chapter Events in Boise, Idaho; Pocatello, Idaho; and Salt Lake City. Over 100 people attended the event in Salt Lake; they raised money for scholarships by having a silent auction. Fire & ice is a very big thing, and it is coming up on February 28th. Our Easter Egg Hunt is a huge success every year, and the football game tailgates are also very successful. Stephen Wade donated a Crown Victoria car for the D Crew.

Athletic Services

Jason Boothe, Athletic Director, said thanks to Trustee Hiatt for the wonderful tailgates. Jason mentioned the following:

- Fall sports are over now, except Volleyball. We are sixth in the west, and hope to go to the tournament finals for the first time ever. If we do go, it will be in San Diego.
- We are now ranked 15th in the country in men's basketball. It is a long season, so a lot can happen. We were unranked and went to 15th in one week. Thank you, Jason, Chair Caplin said.

Classified Staff Association

Kathleen Briggs, Classified Staff Association (CSA) President, mentioned the following:

- She thanked Trustee Durham for visiting the CSA Board meeting – Kathleen said all Trustees are invited at any time.
- The DSU CSA has the privilege once a year of hosting the November meeting of the Utah Higher Ed Staff Associations (UHESA). They invited Representative Brad Last and Senator Evan Vickers to the meeting, and staff members had the opportunity to meet both of them.
- Kathleen said they are also thankful for Pam Montrallo and Martha Talman for including staff members in employee evaluations. Evaluations are very important, and a new policy will help greatly.
- Elimination of dues in the CSA and ESA has been very important. Thanks to Vice President Paul Morris and President Nadauld, the university will fund our associations. Up to now, only dues-paying staff members were represented. That has all kinds of ramifications. Eliminating the dues has been met with resounding approval. The 300+ CSA people on campus have been very appreciative. And those who have been paying \$3 per month will hopefully continue to donate that money to a scholarship fund for part-time staff members; there will be a big push for them to donate more. But even more important than that is, we can now represent every classified staff member on campus. She said she feels very honored to represent all of them. Chair Caplin asked how many total staff members there are. Pam said there are 100 full-time staff, and many more part-time staff. Kathleen appreciates Pam's efforts.
- The mentoring program just mentioned will affect very positively the part-time staff members. This will be a win/win for everyone.

Exempt Staff Association

Ken Richmond, Exempt Staff Association (ESA) President, mentioned the following in his report:

- He thanked the Board again.
- When Frank and Blake called and asked about the staff mentoring program, Ken said he thought why haven't we done this before? It will be great for the staff to interact, see progress, and build relationships with students.
- He also thanked Trustee Durham for coming to their Board meeting. It was very helpful to have her at the meeting to provide insight regarding the tobacco-free policy.
- The ESA is also very excited about the opportunity not to pay dues and to turn the dues into scholarships. He had a nice meeting with President Nadauld this week, and received some guarantees that the ESA and CSA would not lose their influence on the University Council and in other academic efforts. We can continue to be involved. Thank you very much.
- Chair Caplin said thank you. Please let your staff associations know how much the Trustees value and appreciate their work. All that you do is essential to our success here.

DSU Student Association

Carlos Morgan gave a PowerPoint presentation. He said he was excited to be there to talk about what DSUSA has been up to. His presentation included the following:

- He went through the student government organization. There are four branches: Executive, Clubs, Public Relations, and Academics.
- The clubs have been focusing on OrgSync, which is a social networking site for clubs. Two bills passed, 13 new clubs were chartered, 13 participated in Rock the Mall, and 75% of all clubs participated in Homecoming. We currently have 65 active clubs on campus.
- Homecoming was a great success. There was a chalk art contest; drive-in movie (it was awesome and turned out so great. Hundreds of people came out); they painted the D Road, participated in Rock the Mall, were in the parade, and took part in True Rebel (if you kissed someone you got free ChapStix). More than 14,000 people attended Homecoming.
- Public Relations is working on one-on-one connections, new dorms, and creating standardized advertising (something people can look for and recognize as being from student government).
- Academics – this area is over each academic department. They help allocate money and represent students. They held a legislative day, where students can lobby for their academic cause. They sponsor initiatives. They have given \$8,704.62 and have passed nine bills.
- Executive – They are still having open mic nights, have the StormTracker Newsletter, and the Utah Student Association has been working on Count My Vote.
- Future – we are looking forward to another concert and we want to create a new Service Branch.
- Dean Beatty said Carlos is awesome. Good work, Carlos, Chair Caplin said.

Faculty Senate

Dr. Nate Staheli said Robert had to go to class. Nate said he is always intimidated when he follows Carlos – he does such a great job. He said, “The last the best of all the game.” Nate mentioned the following:

- They appreciate the support they get from the Board. Thank you for obtaining information from all stakeholders on campus regarding the Tobacco-free Campus Policy. A small portion of the faculty didn’t agree with the total policy, but they appreciate and respect the Board’s opinions. That’s what makes DSU a wonderful place to work.
- They are working hard on Professional Development to utilize funds for conferences, research, attending and presenting at conferences, etc. These are good ways to show off our wonderful faculty. Dr. Angela Child is a great example of that.
- They are also working on a new Faculty Rights and Responsibilities Policy, which they plan to have ready by July 1, 2014. Thank you to Pam and Martha for their help in revising academic policies.
- They are working with Dr. Assunta Hardy to get support for more faculty to participate in assessment.
- They have the Faculty Excellence Committee, which is involved with faculty evaluation and student evaluations of faculty.
- Nate said he knows there will be a lot of questions about the Tobacco-free Campus. He suggested that somewhere there should be a FAQ of 25 questions and how this will affect us. We also need to consider and educate our neighbors. They have done a lot of roll out about December 4th, 5th, and 6th to train staff about how to handle cessation programs. Southwest Health offered free help also. Trustee Hiatt asked about the signs and the process of how this will be implemented. Is there a committee? Trustee Pike said we will use email, banner, TV, and advertise the exact moment that DSU is tobacco free! Nate knows there will be full support. Chair Caplin said Thank you, Dr. Staheli.

CONCLUDING REMARKS

Chair Caplin asked if the academic deans had anything to say. He thanked them for their support and all they do. Thank you to Dave Mortensen and Braden Pacheco for their technical help, and to Martin Peterson and Corey Reeves for the food and room set-up. Thank you to everyone. He recognized Jeannine Holt – former vice chair. The next Board meeting will be held on Friday, January 31st at 8:00 a.m. here in the Zion Room. Lunch is now served.

The meeting was adjourned at 12:31 p.m.

IX. CALENDAR OF UPCOMING MEETINGS AND EVENTS

- *Thanksgiving Holiday* – Thursday and Friday, November 28 and 29, 2013
- *Executive Staff Meeting* – Tuesday, December 3 @ 9AM, South Admin Conf Room
- *President's Annual Holiday Luncheon* – Thursday, December 5 @ 11:30AM-1PM, Gardner Center Ballroom
- *University Council Meeting* – Thursday, December 5 @ 3PM, South Admin Conf Room
- *Finals Week* – Monday through Friday, December 9-13, 2013
- *Semester Break/Holidays* – Monday, December 16 through Friday, January 3, 2014
- *Spring Semester Begins* – Monday, January 6, 2014
- *Council of Presidents Meeting* – Tuesday, January 7 @ 12PM, The Gateway/SLC
- *University Council Meeting* – Thursday, January 9 @ 3PM, South Admin Conf Room
- *Washington County Economic Summit* – Thursday, January 16 @ The Dixie Center
- *Board of Regents Meeting* – Friday, January 24 @ The University of Utah
- *Board of Trustees Meeting* – Friday, January 31 @ 8AM, Zion Room
- *University Council Meeting* – Thursday, February 6 @ 3PM, South Admin Conf Room
- *27th Annual Sears Dixie Invitational Art Show Gala Dinner* – Saturday, February 14 @ 6PM, Eccles Foyer
- *27th Annual Sears Dixie Invitational Art Show* – Runs February 15 – March 30 @ the Sears Gallery of the Eccles Fine Arts Center
- *Career Fair (Sponsored by the DSU Career Center)* – Wednesday, February 26
- *Summer Sales Fair (Sponsored by the DSU Career Center)* – Thursday, February 27
- *National Advisory Council (NAC) Meeting* – Friday, Feb. 28 @ 8:30AM, Zion Room
- *Fire & Ice Gala* – Friday, February 28 @ SunRiver Clubhouse
 - ✓ 5:30 – 7PM: Hors d' Oeuvres and Silent Auction
 - ✓ 7PM: Dinner, Entertainment, and Live Auction
- *Utah Conference on Undergraduate Research* – Friday, February 28 @ BYU
- *University Council Meeting* – Thursday, March 6 @ 3PM, South Admin Conf Room
- *Council of Presidents Meeting* – Tuesday, March 11 @ 12PM, The Gateway/SLC
- *Board of Trustees Meeting* – Friday, March 21 @ 8AM, Zion Room
- *Board of Regents Meeting* – Friday, March 28 @ Dixie State University
- *University Council Meeting* – Thursday, April 3 @ 3PM, South Admin Conf Room
- *Board of Trustees Meeting* – Monday, April 28 @ 8AM, Zion Room
- *Council of Presidents Meeting* – Tuesday, April 29 @ 12PM, The Gateway/SLC
- *Commencement Day* – Friday, May 2, 2014
- *Board of Regents Meeting* – Friday, May 16 @ Weber State University

X. 12:00 P.M. – LUNCHEON FOR ALL MEETING ATTENDEES IN THE GARDNER CENTER COTTAM ROOM IMMEDIATELY FOLLOWING THE MEETING

XI. NEXT BOARD OF TRUSTEES MEETING – FRIDAY, JANUARY 31, 2014

Dr. Eric Pedersen, Dean of the Science and Technology

I here by announce my retirement at the end of the 2013-2014 school year. I have thirty years of service here at Dixie State University and I am applying for early retirement, which will be 20% of my base salary until I am 66 years old and full insurance for my wife and I until I am 65 years old. If those terms can be met, I will retire June 31 2014.

With deep appreciation and gratitude for the years here at Dixie,

Peter Van Valkenburg
Peter Van Valkenburg
January 10th 2014

DIXIE COLLEGE

POLICIES AND PROCEDURES MANUAL

Section: 1-Introduction

Section No: 1-1

Approved: 11/1996

HISTORY, GENERAL

History, General

When the Civil War threatened a shortage of cotton goods in the west, Brigham Young, the "Mormon Colonizer," sent 300 families to southwestern Utah to raise cotton and build a factory for manufacturing cloth. This colonization, which began in 1861, is an historic epic in hardship and struggle. The combination of semi-tropical climate and cotton raising caused early settlers to refer to the area as Utah's Dixie—hence the name Dixie College. When the school began operation in 1911, it was a four year high school, officially called the St. George Stake Academy, but it was soon nicknamed "Dixie Academy." In 1916 it added a junior college program. In 1923 it became Dixie Junior College, and in 1970, Dixie College. Thus, in one form or another, the name has endured.

Originally operated by the Church of Jesus Christ of Latter-day Saints, the College was turned over to state control in 1933. In 1963 Dixie College moved to a new campus and, on this 92-acre site the college has grown rapidly. The Obert C. Tanner Amphitheater at the mouth of Zion National Park increases the total campus area to 203 acres. Dixie College continues to acquire additional land for new physical facilities to enhance its academic and community programs.

Dixie College is a state-supported, community college under the direction of the Utah State Board of Regents. The College is accredited by the Northwest Association of Schools and Colleges and is a member of the American Association of Community Colleges.

**DIXIE COLLEGE
POLICIES AND PROCEDURES MANUAL**

Section: 1-Introduction

Section No: 1-2

Approved: 11/1996

~~HISTORY, LIST OF PRESIDENTS~~

~~History, List of Presidents~~

Hugh M. Woodward 1911-18

Erastus S. Romney 1918-20

Joesph K. Nicholes 1920-23

Edgar M. Jenson 1923-27

Joesph K. Nicholes 1927-33

B. Glen Smith 1933-38

Glenn E. Snow 1938-50

Mathew Bentley 1951-52

Ellvert H. Himes 1952-54

Arthur F. Bruhn 1954-64

Ferron C. Losee 1964-76

Wm. Rolfe Kerr 1976-80

Alton L. Wade 1980-86

Douglas D. Alder 1986-93

Robert C. Huddleston 1993-

DIXIE STATE COLLEGE OF UTAH
POLICIES AND PROCEDURES MANUAL

Section: **5-Student Services**

Policy No: **4**

Approved: **4/26/96**

Policy: **ADVISEMENT**

5-4 ADVISEMENT

~~Academic advisement and vocational guidance are centrally supervised but not centrally administered. Central supervision comes from the Counseling, Advisement, and Assessment Center. Students are directed from the center to a faculty member for program planning and schedule development. The list of academic advisors is found in the current class schedule. Academic advisement for general education students can be obtained from any academic advisor in the Advisement/Counseling Center.~~

4.1 Student Orientation

~~4.1.1 Dixie State College provides an orientation program to assist students with the transition into Dixie State College.~~

~~4.1.2 Special programs, activities and workshops are held for freshmen and new students prior to and during the first few weeks of fall and spring semesters.~~

~~4.1.3 One hour of Dixie State College credit is available to students who complete the "Orientation Program."~~

~~4.1.4 Students are strongly encouraged to participate in student orientation. This program helps them become acquainted with the college, its curriculum, policies, and the procedures that enhance the likelihood of success both in and out of the classroom. It has proven to be successful in assisting students toward their graduation and program completion goals.~~

**DIXIE STATE COLLEGE OF UTAH
POLICIES AND PROCEDURES MANUAL**

Section: **5-Student Services**

Policy No: **7**

Approved: **4/26/96**

Revised: **3/16/00**

Policy: **CAREER INFORMATION CENTER/VOCATIONAL ASSESSMENT**

~~5-7 CAREER INFORMATION CENTER/VOCATIONAL ASSESSMENT~~

~~7.1 The Dixie State College Career Information and Vocational Assessment Center contains a wide variety of printed and computer-based career information for student and community use.~~

~~7.1.1 A major focus of the center is to provide career counseling, career exploration, interest assessments and job-seeking skills development opportunities to all students. Special emphasis is given to vocational training assistance for students in the Applied Technology programs, in particular special population clients, as defined by Carl D. Perkins federal funds.~~

~~7.2 Vocational licensing and certification tests in several areas are also administered through the Center on campus and on an outreach basis.~~

**DIXIE STATE COLLEGE OF UTAH
POLICIES AND PROCEDURES MANUAL**

Section: **5-Student Services**

Policy No: **8**

Approved: **4/26/96**

Revised: **3/16/00**

Policy: **STUDENT EMPLOYMENT SERVICES**

5-8 STUDENT EMPLOYMENT SERVICES

8.1 In cooperation with the Department of Work Force Services, Dixie State College has a Student Employment Service on campus.

8.2 Student Employment Services assists students in obtaining full and part-time employment while they are attending Dixie State College. The services are also available to Dixie State College graduates and to those who complete designated programs.

8.3 Student Employment Services cannot guarantee employment or determine wages.

8.4 Students must follow all rules and policies set forth by the Employment Services Office in order to qualify. Students who abuse employment privileges may be denied job referral assistance.

**DIXIE STATE COLLEGE OF UTAH
POLICIES AND PROCEDURES MANUAL**

Section: **5-Student Services**

Policy No: **9**

Approved: **4/26/96**

Policy: **COOPERATIVE EDUCATION**

5-9 COOPERATIVE EDUCATION

~~Students with a designated major or vocational or career interest are assisted in finding employment that relates to their educational pursuits.~~

~~9.1 Students whose employment is approved by the coordinator of Cooperative Education are eligible for credit based upon the completion of established learning objectives.~~

~~9.2 Cooperative Education is available in all divisions and is applicable to liberal arts as well as vocational technical programs.~~

~~9.3 Students must have permission from the director of cooperative education for credit approval before registration.~~

**DIXIE STATE COLLEGE OF UTAH
POLICIES AND PROCEDURES MANUAL**

Section: **5-Student Services**

Policy No: **26**

Approved: **4/26/96**

Policy: **IDENTIFICATION CARDS**

5-26 IDENTIFICATION CARDS

~~26.1 All students must obtain a student I.D. card to gain access to library privileges, ball games, concerts, dances, some bookstore purchases, and other collegiate events.~~

~~26.1.1 The student ID cards can be obtained from the Student Activities Director.~~

~~26.2 Students registered for three credits or less may purchase an I.D. card and validate it on a semester basis.~~

~~26.3 Students may obtain an I.D. card for their non-student spouses for \$12 per semester.~~

~~26.4 Replacement charge for a lost I.D. card is \$10.~~

~~26.5 All full-time Dixie State College faculty and staff will be issued an I.D. card.~~

~~26.6 Family I.D. Cards~~

~~Dixie State College employees may purchase a family pass to theater and athletic events for dependent children for a fee of \$25 per family per year.~~

~~26.6.1 The names and social security numbers of dependant children must be given to the director of student activities for processing in order to obtain a card.~~

~~26.7 Retired faculty and staff who have worked for the College more than four years directly before retirement will receive a lifetime I.D. card.~~

**DIXIE STATE COLLEGE OF UTAH
POLICIES AND PROCEDURES MANUAL**

Section: **5-Student Services**

Policy No: **27**

Approved: **4/26/96**

Policy: **INTRAMURAL/INTERCLUB SPORTS**

5-27 INTRAMURAL/INTERCLUB SPORTS

~~27.1 Under the sponsorship of the ASDC, the intramural and inter-club programs provide an outlet for students with diverse athletic and recreational interests.~~

~~27.2 Activities may include basketball, flag football, soccer, tennis, golf, softball, racquetball, rugby, volleyball, and other sports requested by students and approved by the director of intramural sports.~~

~~27.3 Inter-club sporting events enable teams to compete with other institutions and may also qualify them for NJCAA competition.~~

~~27.4 Intramural/Inter-club Sports Eligibility~~

~~27.4.1 All registered students are eligible to play on intramural/inter-club teams. They must be registered for classes in the semester for which they play.~~

~~27.4.2 Teams will be required to submit rosters to the intramural sports director prior to competition/participation.~~

~~27.4.3 Participants must possess a current student I.D. card, with current semester validation sticker, to be eligible for participation. There will be no exceptions to this rule.~~

~~27.4.4 All team participants will be given conduct guidelines that must be adhered to very strictly.~~

~~27.4.5 Disciplinary problems will not be tolerated, and students who do not follow the guidelines of their particular sport will be dismissed from intramural/inter-club participation at the discretion of the intramural director.~~

~~27.4.6 If a student appeals the decision of the intramural director, that appeal must be submitted to the vice president of student services in writing within 7 days of the dismissal.~~

~~27.4.7 The vice president of student services will then convene a hearing to evaluate the events that led to the dismissal and render a decision based upon the facts s/he obtains.~~

~~27.4.8 The vice president's decision regarding all appeals will be final.~~

**DIXIE STATE COLLEGE OF UTAH
POLICIES AND PROCEDURES MANUAL**

Section: **5-Student Services**

Policy No: **43**

Approved: **4/26/96**

Policy: **DIVERSITY/MULTI-CULTURAL PROGRAMS**

5-43 DIVERSITY/MULTI-CULTURAL PROGRAMS

43.1 Dixie State College is committed to the promotion of ethnic and racial diversity along with multi-cultural awareness.

43.2 The Multi-Cultural Center and its programs have been established to assist Dixie State College students with diverse backgrounds and ethnic differences to adjust to the demands of admission, registration, and academic success.

43.3 The multi-cultural coordinator will attempt to provide academic, financial, and social opportunities to minority students to ease the transition from high school to college.

43.3.1 S/He will assist students with the application material and processes required for admission, registration, financial aid and scholarships, and academic resources needed for the student to be successful at Dixie State College, and provide assistance that will lead students to complete their career objectives through a certificate of completion or associate degree.

DIXIE STATE COLLEGE OF UTAH
POLICIES AND PROCEDURES MANUAL

Section: **5-Student Services**

Policy No: **45**

Approved: **3/11/98**

Revised: **11/16/01**

Policy: **HONORS PROGRAM**

5-45 HONORS PROGRAM

45.1 Purpose of the Honors Program

45.1.1 To promote individualized intensive learning experiences that involve one-on-one interaction between teachers and students.

45.1.2 To provide a challenging learning environment for academically gifted and advanced students.

45.1.3 To promote a climate of intellectual inquiry across all disciplines on campus.

45.2 Honors Curriculum

45.2.1 Students and teachers in any discipline will formulate individualized learning experiences that involve one-on-one instruction and hands-on experience in the discipline. These experiences will have the following characteristics:

45.2.1.1 A student approaches a teacher, or a teacher approaches a student to propose further study and some project in the content of a discipline, study that goes beyond the scope of the standard coursework in the discipline.

45.2.1.2. Together, the student and teacher devise an individualized course of study which must involve either a paper or a project. In other words, students will not receive Honors credit unless there is hands-on work in the discipline, not passive reading or listening. Whereas COOP courses involve paid employment in, and exposure to, a vocation or discipline, the honors study and its project or paper will involve specific work on a narrow issue or problem within the discipline. The Honors candidate will enroll in HON 2800, "Honors Project," a two-credit course based on the following criteria:

45.2.1.2.1 The project or paper will be advanced work, going beyond the scope of the standard course in the curriculum. In other words, students should not receive Honors credit for work that is basically no more advanced than work completed in standard courses.

~~45.2.1.2.2 The project or paper will involve sixty or more hours of student work.~~

~~45.2.1.3 The student and teacher will meet frequently until the project is completed, at which point the teacher will submit a memo to the Admissions and Records office indicating the student's name and grade.~~

~~45.2.1.4 Honors 2800 may begin at any point in the term; however, the student should be registered in the class while working on the project. If the project extends over two or more terms, the teacher should give the student an "I" grade until the project is completed, at which point the teacher assigns a grade.~~

~~45.2.1.5 Any paper that results from Honors 2800 will be considered for publication in an Honors Journal or other approved campus publication, and any project that results from Honors 2800 will be submitted for presentation in an Honors Forum or other approved campus forum.~~

45.3 Honors Requirements

~~45.3.1 To graduate with honors status, students must meet these criteria:~~

~~45.3.1.1 They must have a cumulative GPA of 3.5 or higher.~~

~~45.3.1.2 They must have at least two credits of Honors 2800.~~

45.4 The Honors Advisor

~~45.4.1 The Honors Program will have an Honors Advisor, whose responsibilities will be:~~

~~45.4.1.1 To promote broad-based participation in the Honors Program through such means as mailings, advertisements, and publication of Honors activities.~~

~~45.4.1.2 To track and advise potential Honors graduates.~~

~~45.4.1.3 To publish and distribute an Honors Journal, each semester which should be comprised of the best student papers written in Honors 2800.~~

~~45.4.1.4 To conduct an Honors Forum course offered once a year, which should be comprised of student presentations about the best projects completed in the Honors 2800. These presentations may be supplemented by faculty and guest lectures.~~

~~45.4.1.5 To promote an intellectual atmosphere on campus by administering special lectures, field trips, contests, etc. within the scope of the Honors operating budget.~~

DIXIE STATE UNIVERSITY POLICIES AND PROCEDURES MANUAL	Section: 3-Faculty
	Policy No: 41
	Approved: 11/17/00 Revised: 03/17/06
Policy: CURRICULUM CREATION, APPROVAL, AND REVISION CHANGE, AND REVIEW	

- I. Dixie State University (DSU) strives to offer high quality educational opportunities to its students in the form of a rigorous, current, and engaging curriculum developed and offered by the faculty. To that end, a system of faculty and administrator participation and approvals is required. All changes to the curriculum will follow the Utah Code Annotated §53B-16-102, appropriate Utah Board of Regents policies, the requirements of the Office of the Commissioner of the Utah System of Higher Education (USHE), and accreditation guidelines. Curricular offerings of the University shall reflect the institution's mission and values.**
- II. Curriculum**
- A. Curriculum is comprised of courses, programs, and other requirements. Faculty, organized into course-offering academic units, have the primary responsibility for the content, integrity, instruction, evaluation, and review of curriculum.**
- B. Curriculum alterations go through a series of approvals to ensure an appropriate and cohesive offering of programs and courses, as well as accurate representation of offerings and requirements in the University Catalog.**
- C. Department chairs, program directors, and program coordinators are required to review and ensure the accuracy of program requirements and course offerings at least once each academic year prior to inclusion in the University Catalog.**
- D. The institutional Curriculum Committee shall be comprised of a representative from each academic department, usually the department chair. Each committee member has equal voting rights. The chair of the institutional Curriculum Committee shall be appointed jointly by the Faculty Senate and the Vice President of Academic Services. If that individual represents an academic department, s/he retains voting rights as a representative of that department. If the chair would normally not be a voting member, s/he has voting rights only in the event of a tie vote. Ex officio (non-voting) members of the committee typically include representatives of the Registrar's Office, Academic Advisement, Campus Scheduling, etc. This committee has the responsibility to**

oversee, direct, and evaluate the University's course and program offerings and requirements by approving course-level changes and making recommendations to Academic Council regarding program changes.

III. Programs

- A.** *Academic programs are organized, coherent sets of courses and other requirements designed to offer knowledge and skills to students. For the purpose of this policy, program refers to sets of courses that lead to a credential (degree, certificate, General Education). New program proposals are developed and revised by course-offering units and academic administrators in compliance with Utah Board of Regents policies (especially R401 and R470) and accreditation requirements (see 5-20 Graduation policy for specific degree/certificate requirements).*
- B.** *Program creation and revision refers to additions and changes to academic programs as well as changes in admission or graduation requirements as represented in the University Catalog. Academic programs include, but are not limited to, the following:*
- 1. Bachelor of Arts or Bachelor of Science degree with major*
 - 2. Emphasis in a bachelor's degree*
 - 3. Minor to be awarded with a bachelor's degree*
 - 4. Associate of Arts or Associate of Science degree (60 – 63 credits)*
 - 5. Specialized associate's degree (68 - 85 credits)*
 - 6. Associate of Applied Science degree (63 - 69 credits)*
 - 7. Certificate of Completion (30 or more credits)*
 - 8. Certificate of Proficiency (16 - 29 credits)*
 - 9. General Education program*
 - 10. Institutional requirements*
- C.** *New program proposals must be submitted in the format required by the Utah System of Higher Education (USHE).*
- i. Department chairs are responsible for submitting program proposals and revisions according to an annually published schedule. Curriculum additions and revisions should receive the approval of the course-*

offering unit's faculty members before being submitted for further approval.

- ii. *Schools, under the guidance of a Dean, shall implement appropriate approval processes to ensure representative faculty participation and in order to produce the highest quality submissions to the institutional Curriculum Committee according to the published deadlines for the institutional Curriculum Committee. Dean's approval is required for any proposal to progress past this stage.*
- iii. *Program changes, including new programs and institutional requirements, are submitted to the Office of Academic Programs for review. Deadlines for submitting program new program proposals and revisions to current programs are established annually to correspond with Board of Trustees and Board of Regents meeting schedules, and University catalog release dates. Proposals submitted after the established semester and/or annual deadlines will not be considered until the next regularly schedule institutional Curriculum Committee, and catalog changes submitted after the established deadline will not be implemented for that until the next catalog year.*
- iv. *Courses included as requirements or electives in a new or modified program proposal must be previously or concomitantly submitted to the appropriate committees and receive approval thereof to be included in the proposal or modification.*
- v. *New program proposals require the approval of the following entities in this order:*
 1. *Department faculty*
 2. *School Curriculum Committee and Dean*
 3. *Institutional Curriculum Committee*
 4. *Academic Council*
 5. *University Council*
 6. *DSU Board of Trustees*
 7. *USHE Commissioner's Office (which includes review by other USHE institutions)*
 8. *Utah Board of Regents**

** Not required for Certificates of Proficiency*

- vi. The institutional Curriculum Committee does not have the authority to approve program proposals. Instead, it may offer a recommendation to Academic Council.*
- vii. Other approvals may be required. Some certificate and applied technology program proposals may also require approval through the Regional Career and Technical Education (CTE) Planning process.*
- viii. No program may be submitted to USHE until after campus approvals have been secured.*
- x. No program may be advertised, promoted, or offered in any manner until it has been approved by the Utah Board of Regents and accrediting bodies as required.*
- xi. New programs can be implemented beginning the first full semester after Board of Regents approval.*
- xii. Changes to program requirements, including addition of courses, may only be implemented at the beginning of the academic year (July 1).*

IV. Courses

- A. Courses are sets of teaching and learning activities led by faculty and offered by academic departments, either for credit or as non-credit bearing. Course changes include course additions (new courses), ending courses, and placing courses on hiatus, as well as modifications to current courses such as title, number, prefix, contact time, instruction type, fees, credit(s), description, grade type, multiple or dual listing, General Education status, institutional / degree requirement status, prerequisites, corequisites, workload factors, and repeatable status/credit totals.*
- B. Course prefixes and numbering will follow Utah Board of Regents policy R470 whenever possible and shall conform to the USHE standardized prefixes and numbering guidelines.*
- C. All course descriptions must include a rotation schedule listing the minimum semester when the course will be scheduled. Changes to course rotations do not require approval beyond the department chair.*
 - i. Department chairs are responsible for submitting course changes according to a published annual schedule. Curriculum additions and revisions should receive the approval of the course-offering unit's faculty members before being submitted for further approval.*

- ii. *Schools, under the guidance of a Dean, shall implement appropriate approval processes to ensure the representative faculty participation and in order to produce the highest quality submissions to the institutional Curriculum Committee. This will include the formation of a school-level Curriculum Committee. Dean's approval is required for any proposal to progress past this stage.*
- iii. *Course changes must be approved by appropriate dean/assistant dean for approval before being submitted for inclusion on the institutional Curriculum Committee agenda.*
- iv. *The institutional Curriculum Committee agenda is comprised of Action and General Consent items.*
 - 1. *Action items include all program changes, all new courses, and other course changes that potentially impact areas beyond the department offering the course and the school in which the department is housed. Includes but is not limited to all courses that are cross-listed, have pre-requisites outside that department, are required in another department's academic program, or have General Education status.*
 - 2. *General consent items include changes to courses not required by or impacting any area beyond the offering department. Any member of the institutional Curriculum Committee, including the chair and ex officio members, can move an item from the General Consent agenda to the Action agenda.*
- iv. *Course changes are submitted to the Office of Academic programs for review. Deadlines for submitting course changes are established annually to correspond with release of semester class schedules and the University catalog. Course changes submitted after the established submission deadline for a semester will not be implemented for that semester and/or until the following University catalog.*
- v. *All new courses must be approved or denied by the institutional Curriculum Committee by a vote of the committee.*
- vi. *New courses and other course changes should not be included in semester schedules or the University catalog until all approvals and consent has been obtained. Only individuals specifically designated by the Vice President of Academic Services are authorized to enter a new course or make a course change in the student information system.*
- vii. *The Vice President of Academic Services regularly reviews all course changes by institutional Curriculum Committee and may refer items*

back to the institutional Curriculum Committee or dean for further revision.

- viii. *With the approval of the Dean, academic departments may create experimental courses for purposes of testing new curricula under the course numbers 1990-1999, 2990-2999, 3990-3999, and 4990-4999. In no case may a course be offered more than twice as an experimental course. Students may repeat the experimental course numbers as the topic varies.*

D. Articulation agreements with other institutions require the consent of the department offering the DSU courses to which external courses or clock hour programs are articulated and the appropriate dean before being submitted for approval by Academic Council.

V. General Education

A. Conferral of General Education (GE) status on a course signifies that it partially fulfills one or more of requirements of the DSU General Education program. The DSU General Education program is an intentional, coherent, and integrated series of requirements and courses intended to fully comply with Board of Regents policy R470 so that students acquire required knowledge, intellectual and practical skills, and personal and social responsibility.

B. The General Education Committee, a subcommittee of the institutional Curriculum Committee, is responsible for developing and maintaining a GE program of requirements and courses that fulfill those requirements. The GE program must meet all external requirements and represent the University mission. To that end, the Committee reviews and recommends courses for inclusion in or exclusion from the University's General Education program. Courses are reviewed on the basis of their ability to meet the outcomes and objectives of the institutional GE program.

- i. *The General Education Committee shall be comprised of not less than five (5) full-time representative DSU faculty members, with a chair appointed jointly by the Faculty Senate and the Vice President of Academic Services, and including no more than one faculty member from a single academic department.*

C. GE course additions and changes undergo the following approval process:

- i. *Department chairs are responsible for submitting courses for General Education status according to an annual published schedule. Courses may be added or removed from the GE program only at the beginning of each academic year (July 1). General Education status is not retroactive.*

- ii. *Schools, under the guidance of a Dean, shall implement appropriate approval processes to ensure the representative faculty participation and in order to produce the highest quality submissions to the institutional Curriculum Committee. The process must include, at a minimum, all department chairs and program directors/coordinators within the school. Dean's approval is required for any proposal to progress past this stage.*
 - iii. *GE course changes and supporting documentation are submitted to the Office of Academic Programs for review.*
 - iii. *The application for General Education status and supporting documentation is forwarded to the General Education Committee for their review and action. The GE Committee makes a recommendation to the institutional Curriculum Committee within 90 calendar days of receiving the submission.*
 - iv. *GE course changes are approved or denied by the institutional Curriculum Committee and forwarded to Academic Council as information items. GE status is not retroactive. GE status is not implemented until after approval by Academic Council.*
 - v. *The Vice President of Academic Services regularly reviews all course changes by the institutional Curriculum Committee and may refer items back to the committee for further revision.*
- D. *Evaluation and review of the General Education program should occur on a regular and ongoing basis in order to assure students gain necessary knowledge and proficiencies and to comply with external requirements. Proposed programmatic revision to the requirements or content of the GE program (other than adding or deleting courses) merits campus-wide discussion from faculty in all departments. After thorough and widespread faculty input, programmatic changes are submitted for approval as follows:*
- i. *General Education program changes are submitted to the Office of Academic Programs for review.*
 - ii. *Proposed General Education program changes are submitted to the institutional Curriculum Committee for action and recommendation.*
 - iii. *The institutional Curriculum Committee forwards recommended GE program changes to Academic Council for approval once each year for implementation on July 1 and in accordance with established deadlines for catalog release. In no case may changes to an academic year's GE requirements be made after registration for fall semester begins so that*

incoming and returning students have a definitive set of GE requirements and the courses that fulfill those requirements for each academic year prior to enrolling in courses in that academic year.

- iv. Modifications to the University's General Education program should be made judiciously, with all full-time faculty given the opportunity to provide input and feedback and in consideration of students' catalog rights as specified in the Graduation Policy (5-20).*

VI. Appeals

- A. A department or program may appeal a General Education Committee recommendation to the institutional Curriculum Committee by submitting the appeal to the next available institutional Curriculum Committee agenda.*
- B. An appeal of a course-level institutional Curriculum Committee decision may be submitted to Academic Council for inclusion in the next available agenda.*
- C. Institutional Curriculum Committee recommendations on new programs and General Education program changes are forwarded to Academic Council, which serves as an automatic appeal.*
- D. The decisions of Academic Council shall be final.*

VII. Credit Hour

- A. The academic year is comprised of three terms: Fall, spring, and summer semesters. Fall and spring semesters contain approximately 15 weeks of instruction. Summer semester and other terms are typically shorter, and all contact hours and registration / refund deadlines must be adjusted accordingly to maintain the same standards outlined herein.*
- B. The calendar for each academic year is approved by Academic Council.*
- C. Dixie State University complies with the U.S. Department of Education definition of a credit hour as an amount of work represented in intended learning outcomes and verified by evidence of student achievement. One credit hour is an institutionally established equivalency that reasonably approximates at least one of the following:
 - i. A credit hour approximates not less than one hour of direct faculty instruction and a minimum of two hours of out-of class student work each week for approximately fifteen weeks, or the equivalent amount of coursework via an alternative time frame or modality, to culminate in not less than 45 total hours of student contact and work.**

ii. At least an equivalent amount of work as required for other academic activities as established by the University. A student is expected to be academically engaged through activities including, but not limited to, classroom attendance, examinations, practica, laboratory work, internships, co-operative education, supervised studio work, textbook work, submitting an academic assignment, taking an exam, an interactive tutorial, computer-assisted instruction, online chats, video conferencing, attending an assigned study group; participation in teamwork, contributing to an academic online discussion; and initiating contact with a faculty member to ask questions about the academic subject being studied in the course.

D. In traditional courses in a 15-week semester, one 50-minute period of direct instruction per week throughout a 15-week semester equals 12.5 contact hours per credit. The same standard should be used in determining credits for courses which do not meet for 50-minute periods.

i. Minimum contact hour standards for a fifteen-week semester:

1. Lecture: 1 hour / week = 1 credit, with 2 hours out-of-class student work per credit required weekly.

2. Lab with Credit: Lower-division laboratory courses require minimum 2 hours / week = 1 credit; upper-division laboratory courses require minimum 3 hours / week = 1 credit.

3. Lab with No Credit: These courses usually substitute for in- or out-of-class activities associated with another course, so the hours vary.

4. Activity: 2 hours / week = 1 credit

5. Clinical: Minimum 3 hours / week = 1 credit, although some programs require more hours per credit.

5. Practicum: If offered for credit, similar to Lab with Credit, depending on the level of instructor supervision, specific activities required, and standard of evaluation. Practicum hours can also be similar to Lab with No Credit and substitute for in class activities associated with another course.

6. Independent Study: Minimum 45 hours of student work = 1 credit.

7. Ensemble: 2 – 6 hours per week = 1 credit, depending on the amount and standard of performance, outside rehearsal, etc.

8. Internship / Cooperative Education: Hourly standards for work experience courses are much higher than other types of coursework, ranging from 90 to 200 total hours of work = 1 credit.

9. Studio: 2 hour per week in class per credit, with at least 1 hour per week out-of-class.

10. Other instruction types may be added but will follow the same minimum standards.

ii. Except as allowed or required by U.S. Department of Education, State of Utah, Northwest Commission on Colleges and Universities, Utah Board of Regents, or other applicable professional accrediting agency, the credit hour equivalency will apply to all programs at all degree levels, regardless of delivery mode.

E. Review and Evaluation of Credit Hour Integrity

i. The content of a course, the amount of work required of students, and contact hours should remain constant through all term and semester schedules and in any delivery modality.

ii. Schedule adjustments made for terms short than 15-weeks must meet the total minimum hours of direct instruction and out-of-class student work. The minimum contact hour standards for a 15-week semester must be adjusted accordingly for shorter semesters and terms in order to ensure appropriate contact time.

iii. Contact hour requirements remain consistent across all instruction modes and formats.

iv. As part of the University's cyclical academic Program Review and assessment processes, each academic program will undertake a review of its programs and individual courses at every degree level and every delivery mode to:

1. Assure that credit hour assignments are accurate and reliable.

2. Assure that any variations in the assignment of credit hours conform to commonly accepted practices in higher education.

41.1 ~~Program Creation and Approval~~

41.1.1 ~~New academic programs (including such things as entire majors, degrees, certificates) must be approved by the following:~~

41.1.1.1 ~~Academic Council~~

41.1.1.2 ~~College Council~~

41.1.1.3 ~~Board of Trustees~~

41.1.1.4 ~~Associate Commissioner for Academic Affairs~~

41.1.1.5 ~~Board of Regents, as required by existing Regents Policy~~

41.2 ~~Curriculum Changes~~

41.2.1 ~~Faculty in the appropriate disciplines have a major role and responsibility in the design, integrity, implementation, and review of curriculum. A curriculum change is defined as any course addition, reinstatement, revision, deletion or replacement, as well as any modification or adjustment of course fees, titles, contact time, credits, catalog descriptions, grade type, cross-listed courses, cost codes, general education status, prerequisites, and course admission procedures.~~

41.2.2 ~~Initiating a proposed change: Faculty, staff, or administration may propose additions and changes to curriculum.~~

41.2.3 ~~Reviewing and approving a proposed change: Changes should be reviewed by the following:~~

41.2.3.1 ~~Faculty: Before any committee or council reviews proposed new curriculum and proposed changes to current curriculum, individual faculty in the academic department should review the proposed changes.~~

41.2.3.2 ~~Academic Administrators: The department chair and the dean should ensure that faculty have appropriate input and that proposed changes are not presented to the Curriculum Committee or the Academic Council until faculty have had appropriate input.~~

41.2.3.3 ~~Curriculum Committee and Academic Council: Before any curriculum change is implemented, it must be reviewed and approved by the Curriculum Committee, a standing committee reporting to the Academic Council, and it must in turn be reviewed and approved by the Academic Council.~~

~~41.2.4 Documenting Curriculum Changes: Before being implemented, all curriculum changes will be documented on a Course Change Form, and, to indicate the Curriculum Committee and Academic Council's approval, this form must bear the signature of the Vice President for Academic Affairs.~~

~~41.2.5 Implementation of Curriculum Changes: Curriculum changes will be implemented on either July 1st or January 1st.~~

~~41.2.5.1 The College Catalog will reflect the status of the curriculum at the time of publication, and all statements therein are to be considered true and correct at that time; however, the College reserves the right to change its curriculum or course offerings as conditions require during the period of any student's attendance. The Catalog indicates the College's plans to offer the courses listed therein, but the College reserves the right to add, change, eliminate or discontinue any course or requirement as conditions require.~~

~~41.2.5.2 Course prerequisites and co-requisites are implemented at a particular point in time and go into effect for all students taking the course after that point in time.~~

DIXIE STATE UNIVERSITY POLICIES AND PROCEDURES MANUAL	Section: 3-Faculty
	Policy No: 47
	Approved: NEW
Policy: TEXTBOOKS	

I. Overview

A. Dixie State University (DSU) maintains official records of required and recommended textbooks and supplemental materials for all college courses. The University works diligently to select high quality academic materials at the lowest possible cost to students. Required and recommended textbooks and other course materials will be listed online at the Campus Bookstore website and linked from each semester's class schedule.

II. Responsibilities of Campus Bookstore

A. The Campus Bookstore has the following responsibilities:

- i. Maintain the list of required and recommended textbooks and supplemental materials for all college courses and make it available to students online prior to the time registration begins for each semester. This list should minimally include the title, author, edition, ISBN, and price of each item.**
- ii. Set deadlines each semester for faculty submission of textbook and other course materials adoption in order to allow dissemination of textbook information in a timely manner.**
- iii. Seek the lowest cost of required and recommended textbooks and supplemental materials.**
- iv. Provide lower-cost copies of adopted textbooks whenever possible, including used copies and/or electronic versions.**
- v. Provide textbook rentals when feasible and when such rentals would reduce the cost for students.**
- vi. Provide textbook buyback services when appropriate and provide buyback information to students.**

III. Responsibilities of Faculty Members

A. If a faculty member requires a textbook or supplemental material for a class, the course should include substantial use of the textbook's or other materials' content. In addition, faculty members have the following responsibilities:

- i. *Provide timely and accurate information regarding textbook adoption to the Campus Bookstore according to the established deadlines, including immediate notification of textbook selection and adoption for classes added after semester registration begins.*
- ii. *Be aware of the price of the textbook(s) and other materials selected.*
- iii. *Include in course syllabi the publication information of required and recommended textbooks and other materials, including author, title, edition, publication date, price, and whether the item is required or recommended, as listed on the Campus Bookstore website.*
- iv. *Consider the substance of content changes between editions and retain older editions when appropriate.*
- v. *Investigate lower-cost options to traditional textbooks as appropriate, including open source, copyright free, online, and unbundled materials.*

IV. Responsibilities of Department Chairs

A. Department chairs have the following responsibilities regarding textbook selection and adoption:

- i. *Ensure that the instructor of any course added to the class schedule after the registration period begins informs the Campus Bookstore of required and recommended materials as soon as possible.*
- ii. *Once a required textbook has been selected and adopted for a specific course in a semester, that book will be used in the class unless the requested book is unavailable in the marketplace, even if the instructor changes.*
- iii. *If an instructor is not assigned to a specific course by the time the semester's registration begins, the department chair or designee shall select a standard textbook to be used in that class.*
- iv. *Place a copy of each required and recommended textbook on DSU Library Course Reserve whenever possible in order to increase access to students who cannot afford to purchase the textbook or cannot purchase the textbook at the beginning of the semester, and/or in cases where there are no immediately available copies.*

V. Departmental Responsibilities

A. Faculty members in departments and other academic units shall work collaboratively to ensure the use of appropriate textbooks and supplemental materials, taking the following into consideration:

- i. *Coordination of textbooks in similar or sequential courses.*
- ii. *Use of common textbooks in different sections of the same course.*

- iii. *Use of older editions when substantial content changes are not present in new editions.*
- iv. *Use of lower-cost options to traditional textbooks as appropriate, including open source, open access / openly accessible, copyright free, and/or unbundled materials.*

VI. *Conflict of Interest*

A. *Faculty members who use their own intellectual property in a course are under specific restrictions.*

i. *Before a faculty member receives royalties, remuneration, payment, or other compensation resulting from the creation and/or adoption of self-authored textbook or other course materials, the decision to adopt those items for class use must be evaluated by at least two (2) other faculty members who have familiarity with the course content and have been approved by the department chair. The evaluating faculty members will consider the appropriateness of the items to the specific course, materials adopted in similar courses at DSU and at other institutions, and the cost to students in comparison with other available materials.*

VII. *Copyright*

A. *Nothing in this policy abridges or alleviates the responsibility of instructors to obey copyright law. Alternative resources of information sourcing and distribution, including placement of intellectual property within a learning management system and the Library's Course Reserve, must abide by all copyright restrictions. See Policy 6-56, Copyright.*

DIXIE STATE UNIVERSITY
POLICIES AND PROCEDURES MANUAL

Section: **5-Student Services**

Policy No: **20**

Approved: **4/26/96**

Revised: **5/01/09**

Policy: **GRADUATION**

5-20 GRADUATION

I. Dixie State University (DSU) has the right to grant baccalaureate degrees, associate's degrees, certificates of completion, and *certificates of proficiency*.

II. Application for Graduation

A. ~~Degree candidates must file application for graduation with the advisement office prior to the published deadlines for the semester in which they will complete requirements and wish to graduate.~~ *All graduation candidates must complete the appropriate graduation application prior to the published deadlines for the semester in which they will complete requirements and wish to graduate.*

i. *Graduation application deadlines for each semester are posted in the University catalog.*

ii. A non-refundable graduation fee is required.

B. Students must be approved for graduation by the *appropriate* ~~graduation~~ advisor.

C. Students who complete degree or certificate requirements will receive the appropriate award after the semester has ended, grades have been posted, and the transcript has been verified.

D. *Students have 30 days after the last day of final exams in their graduation semester to complete all program and degree requirements, including resolution of any incomplete ("I") grades. Students who do not complete requirements within that time frame will be required to reapply for graduation in a subsequent semester and will be assessed a new non-refundable graduation fee.* ~~A student who does not fulfill requirements as scheduled must reapply according to the deadlines for the semester in which they will complete requirements.~~ i. A non-refundable fee, in addition to the previously paid graduation fee, is required. E. ~~Students completing a certificate program do not need to submit an application of pay an additional fee to receive their certificate.~~

III. Requirements for Graduation

A. Institutional Residency

- i. An associate's degree requires that a minimum of 20 semester hours of credit be completed at Dixie State University.
- ii. A bachelor's degree requires that a minimum of 30 semester hours of upper-division credit be completed at Dixie State University.
- iii. Credits contributing to institutional residency may not be acquired through examination, *vertical credit*, or prior experiential learning ~~or petition~~.

B. General Education *and Program* Requirements

- i. General Education requirements are outlined in the University catalog. *All bachelor's and associate's degree programs other than the Associate of Applied Science require completion of all General Education requirements.*
 - ~~ii. Transfer students who have completed courses at their previous college that are deemed equivalent to courses in the general education program at Dixie State College will have those courses applied to the requirements. (Refer to Policy 5-47, Academic Transfer)~~
 - ~~iii. Transfer students entering Dixie State College who have completed the general education program of their previous college, as evidenced by completion of an associate of arts or associate of science degree or a registrar's certification of General Education completion, will have fulfilled the General Education requirements at Dixie State College. (Refer to Policy 5-47, Academic Transfer)~~
- ii. Students may fulfill the DSU General Education requirements through any of the following methods:*
- 1. Successful completion of DSU General Education courses, transfer credits that articulate to DSU General Education courses, and/or courses designated as fulfilling the same General Education requirement at another Utah System of Higher Education (USHE) institution.*
 - 2. A previously earned Associate of Arts, Associate of Science, or bachelor's degree from a regionally accredited institution. (Refer to Policy 5-47, Academic Transfer)*

- a. *Students with a previously earned degree from an institution outside USHE who matriculate after July 1, 2010, must meet DSU and Utah Board of Regents minimum standards in American Institutions, English (composition), and Mathematics / Quantitative Literacy.*
- 3. *A Registrar's Certificate of General Education Completion from a USHE institution.*
- 4. *Completion of the International Baccalaureate exams and diploma as specified in the University catalog at the time credit is posted.*
- iii. *A student must select one of the following sets of program and General Education requirements insofar as the student has catalog rights to do so:*
 - 1. *Requirements in effect at the time of matriculation into any DSU degree program.*
 - 2. *Requirements in effect at the time of matriculation into the specific degree program in which the student will graduate.*
 - 3. *Requirements in effect at the time the student applies for graduation.*
- iv. *All requirements for a single degree must be from a single catalog. See Catalog Rights, section IX below.*

C. Academic Scholastic Requirements *for All Degrees / Certificates*

- i. To be eligible for graduation from Dixie State University, students must have a cumulative Grade Point Average (GPA) of 2.00 or higher for all *college-level* courses, including institutional and transfer credits.
- ii. Students must achieve a grade of "D-" or higher in each course applicable toward graduation requirements, including the total number of credits required for graduation.
- iii. Courses must be numbered 100 (quarter system) / 1000 (semester system) or higher to count toward the total credits earned for graduation.
- ~~iv. No more than a combined maximum of 32 credits awarded by examination, prior learning experience, and petition can be applied toward graduation. (Refer to Policy 5-15, Credit by Examination, Prior Learning Experience, or Petition)~~
- iv. Individual academic programs may have more stringent GPA and course grade requirements.

D. Bachelor's Degree Requirements

- i. Completion of a minimum of 120 credits.
- ii. Completion of a minimum of 40 upper-division credits.
- iii. Completion of program and major requirements.
- iv. Completion of General Education requirements.
- v. Completion of institutional baccalaureate degree requirements.
- vi. Completion of at least 30 upper-division credits at Dixie State University for institutional residency.
- vii. ~~The Bachelor of Arts degree requires at least 16 credits in a single foreign language, subject to program restrictions~~ ***completion of the Bachelor of Arts Foreign Language requirements listed in the appropriate catalog.***
- viii. ***No more than a combined maximum of 15 credits of cooperative work experience, internships, and independent study can be applied toward a baccalaureate degree. (Refer to Policy 5-51, Independent Study)***
- ix. ***No more than 24 credits in courses repeated for credit.***
 1. ***Courses listed as "repeatable for credit as topic varies" are not included in this total.***
 2. ***Private music lessons will not be included in this total for students graduating with a major in Music.***
- x. ***No more than 30 total credits of cooperative work experience, internship, independent study, and repeatable for credit courses.***
- xi. ***Minors may only be conferred simultaneously with a bachelor's degree. Students earning a minor must submit the request as part of their graduation application. Adding a minor after submitting a graduation application but before graduating may result in additional graduation and/or late fee. Students must fulfill the requirements for the minor according to schedule required for the bachelor's degree or the degree will be issued without the minor.***

E. Associate's Degree Requirements

- i. Completion of a minimum of 60 credits.

- ii. Completion of at least 20 credits at Dixie State University for institutional residency.
- iii. Completion of institutional General Education requirements.
- iv. The Associate of Arts degree requires ~~at least 8 credits in a single foreign language~~ ***completion of the Associate of Arts Foreign Language requirements listed in the appropriate catalog.***
- v. ***No more than 12 credits in courses repeated for credit.***

1. Courses listed as “repeatable for credit as topic varies” are not included in this total.

- vi. ***No more than 15 total credits of cooperative work experience, internship, independent study, and repeatable for credit courses.***

F. Specialized Associate’s Degree Requirements

- i. Completion of a minimum of 68 credits.
- ii. Completion of institutional General Education requirements.
- iii. Completion of program requirements.
- iv. Completion of at least 20 credits at Dixie State University for institutional residency.
- v. ***No more than 12 credits in courses repeated for credit.***

1. Courses listed as “repeatable for credit as topic varies” are not included in this total.

- vi. ***No more than 15 total credits of cooperative work experience, internship, independent study, and repeatable for credit courses.***

G. Associate of Applied Science Degree Requirements

- i. Completion of a minimum of 63 credits.
- ii. Completion of program requirements.
- iii. ~~Completion of a minimum 15 credits of institutional general education requirements as listed in program requirements.~~

iii. Completion of 15 credits of general, non-technical courses, at least nine (9) credits of which must be institutional General Education courses. Institutional requirement courses may contribute to the general course credit total but shall not be counted as General Education courses. The 15 general, non-technical credits must include courses in written communication, computation, and human relations.

iv. Completion of at least 20 credits at Dixie State University for institutional residency.

v. No more than 12 credits in courses repeated for credit.

1. Courses listed as “repeatable for credit as topic varies” are not included in this total.

vi. No more than 15 total credits of cooperative work experience, internship, independent study, and repeatable for credit courses.

H. Certificate of Completion Requirements

i. Completion of a minimum of 30 credits.

ii. Completion of program requirements.

iii. Completion of courses in written communication, computation, and human relations. These do not have to be institutional General Education courses.

I. Certificate of Proficiency Requirements

i. Completion of 16 to 29 credit hours.

ii. Completion of program requirements.

iii. Legacy certificates that require less than 16 credits may exist. All scholastic and other requirements also pertain.

IV. Double Majors: *one degree with two majors*

A. DSU students in good academic standing may pursue a single degree comprised of two different baccalaureate majors by declaring a major in each academic department once they have earned at least 60 college-level credits.

B. If the requirements for both majors are completed, one diploma (either a Bachelor of Science or Bachelor of Arts) listing both majors will be awarded.

C. ***Students may not declare double majors if 50% or more of the curricular requirements in the two majors are the same.*** ~~Double majors are prohibited if both majors are organizationally in the same school within Dixie State College.~~ ***Curricular requirements are requirements beyond General Education that a student must complete in order to graduate in that program, including specified elective choices. The restriction refers to program requirements, not specific courses a student completes.***

V. Simultaneous Degrees: *two degrees awarded in the same semester*

A. In specific circumstances, students may receive two *separate* degrees from DSU at the same time if the requirements for both degrees are met.

B. Students seeking simultaneous degrees must submit a separate application and pay a separate graduation fee for each degree.

C. ***Students may not receive simultaneous degrees if 50% or more of the curricular requirements within in the two programs are the same. Curricular requirements are requirements beyond General Education that a student must complete in order to graduate in that program, including specified electives. The restriction refers to program requirements, not specific courses a student completes.*** ~~Double majors are prohibited if both majors are organizationally in the same school within Dixie State College.~~

D. Simultaneous degrees of different levels

i. Students may receive two degrees of different levels (e.g. an associate's degree and a bachelor's degree) at the same time.

E. Simultaneous Associate's Degrees

i. The conferral of a second associate's degree at the same time as the first requires that the second degree title and program be different from the first degree (*e.g. Associate of Applied Science in Nursing and Associate of Science*).

~~i. The conferral of a second associate degree at the same time as the first requires that the second degree title and program be different from the first degree.~~

ii. The conferral of a second associate's degree at the same time as the first requires a minimum of 15 credits beyond ~~those required for the first degree~~ ***the number of credits required for the degree with the highest number of credits.***

iii. ***Students may not receive two general associate's degrees (e.g. Associate of Science and Associate of Arts).***

F. Simultaneous Bachelor's Degrees

- i. The conferral of a second bachelor's degree at the same time as the first requires that the second degree title and major be different from the first degree (*e.g. Bachelor of Arts in English and Bachelor of Science in Finance*).
- ii. The conferral of a second bachelor's degree at the same time as the first requires a minimum of 30 credits beyond those required for the first degree *the number of credits required for the degree with the highest number of credits*.

VI. Subsequent Degrees: *a second degree earned at DSU after a first degree of the same level was awarded*

A. Second Associate's Degree

- i. The second associate's degree title and program must differ from the first degree (*e.g. Associate of Science and Associate of Applied Science*). *Students may not receive two general associate's degrees (e.g. Associate of Science and Associate of Arts)*.
- ii. After the first associate's degree was conferred, a minimum of 20 credits must be earned at Dixie State University.
- iii. All program requirements must be completed.
- iv. All degree requirements must be completed, other than General Education, which will be considered fulfilled by the first degree *except in the case of an applied or specialized associate's degree, if the first degree was awarded from a regionally accredited college or university*.

1. Students with previously earned degrees from an institution outside the Utah System of Higher Education (USHE) who matriculate after July 1, 2010, must meet DSU and Board of Regents minimum standards in American Institutions, English (Composition), and Mathematics / Quantitative Literacy.

2. Students who previously earned a specialized or applied associate's degree must fully complete the University's General Education requirements in order to receive a non-applied science degree.

B. Second Bachelor's Degree

- i. The second bachelor's degree and major must differ from the first. *Students may not receive a second bachelor's degree in the same major, even with a different emphasis.*
- ii. *Students may not receive a subsequent degree if 50% of the curricular requirements in the two programs are the same. Curricular requirements are*

requirements beyond General Education that a student must complete in order to graduate in that program, including specified electives. The restriction refers to program requirements, not specific courses a student completes.

- iii. A minimum of 30 *upper-division* credits must be earned at Dixie State University after the first bachelor's degree was conferred.
- iv. All major requirements must be completed.
- v. All degree requirements must be completed other than General Education, which will be considered fulfilled by the first degree, *if the first degree was awarded from a regionally accredited college or university.*

1. Students with previously earned degrees from an institution outside the Utah System of Higher Education (USHE) who matriculate after July 1, 2010, must meet DSU and Board of Regents minimum standards in American Institutions, English (composition), and Mathematics / Quantitative Literacy.

- ~~i. The conferral of a second bachelor's degree at the same time as the first requires that the second degree title and major be different from the first degree.~~
- ~~ii. The conferral of a second bachelor's degree at the same time as the first requires a minimum of 30 credits beyond those required for the first degree.~~
- ~~iii. At least 50% of the course work required within the second baccalaureate major must be earned after the conferral of the first bachelor's degree.~~

VII. Completed Degrees

- A. Once a certificate or associate's degree has been conferred, the name of the program, and the title of the degree cannot be changed.
 - i. Grades earned in achieving a certificate or associate's degree will be used in calculating a baccalaureate GPA. However, a course may be repeated after an associate's degree or certificate was conferred and the most recent grade will be applied to the new cumulative GPA.
- B. Once a baccalaureate degree has been conferred, no course may be retaken for a new grade, *no minor(s) can be added*, no grade can be changed, and neither the degree nor the major(s) can be changed,

VIII. Financial Obligations

- A. In order to graduate, all financial obligations to the University must be cleared.

IX. Catalog Rights

- A. Students must fulfill all requirements (graduation, degree, General Education, institutional, honors program, and major) from one catalog. Students may not split requirements for a single degree between two or more catalogs. However, requirements for a minor may come from a separate catalog.**
- B. Students who maintain continuous enrollment at Dixie State University have the right to apply for graduation under the General Education and degree requirements listed in the catalog under which they first enrolled as a matriculated student, under the following conditions:**
- i. Continuous enrollment is defined as successful completion of at least one credit bearing course each academic year.**
 - ii. Students maintain catalog rights for bachelor's degree requirements, including General Education requirements, for seven (7) years beginning with the date of matriculation into any DSU degree program. The date of matriculation is not always the same as the date of first admission or enrollment.**
 - iii. Students maintain catalog rights for associate's degree requirements, including General Education requirements, for four (4) years beginning with the date of matriculation into any DSU degree program. The date of matriculation is not always the same as the date of first admission or enrollment.**
 - iv. Students maintain catalog rights for certificate of completion requirements for one (1) year after the date of matriculation into that program.**
 - v. There are no catalog rights for certificates of proficiency. Students must fulfill all requirements in place at the time of graduation.**
- C. Students may choose to forfeit catalog rights and apply for graduation under the requirements listed in the catalog for the semester in which they will graduate.**

IX. Catalog Rights

- A. Students who maintain continuous enrollment at Dixie State College have the right to apply for graduation under the General Education and degree requirements listed in the catalog under which they first enrolled, under the following conditions:**
- i. Continuous enrollment is defined as completion of at least one credit bearing course each academic year.**

~~ii. Catalog rights do not extend more than four (4) years for an associate degree and seven (7) years for a bachelor's degree from date of first enrollment.~~

~~iii. When a student changes a major or program of study, the graduation, General Education, and program requirements in effect at the time of the change now apply to the student.~~

~~iv. A student may choose to forfeit catalog rights and apply for graduation under the current catalog.~~

~~a. A student must fulfill all requirements (graduation, degree, General Education, and program) from the same catalog.~~

X. Honors

A. Three types of honors may be conferred upon DSU graduates:

i. Latin Honors, which are reserved for baccalaureate graduates.

ii. Associate Honors, which are restricted to graduates earning associate's degrees.

iii. Honors Program Graduate designation, for students who have been admitted to and completed requirements for the DSU Honors Program.

B. Credits contributing toward minimum GPA and credit standards requirements for honors may not be acquired through examination, *vertical credit*, or prior experiential learning or petition.

C. Latin and Associate Honors are posted on students' transcripts based on final GPA once all courses and requirements have been completed.

D. For students graduating at the end of Spring Semester, only courses that have been graded at the time the graduation application is processed will be considered in the qualification for and calculation of Latin and Associate Honors and valedictorian and student speaker at commencement.

i. Students graduating at the end of Spring Semester will be listed in the commencement program as having received Latin or Associate honors only if they were eligible for honors at the time the graduation application was processed.

ii. Honors earned at the date students actually complete program requirements will be posted to both transcripts and diplomas.

E. Latin Honors

- i. The distinction of Latin honors is reserved for baccalaureate graduates, according to the following standards:
 - a. Summa cum laude shall be granted to those students whose cumulative GPA is at least 3.95.
 - b. Magna cum laude shall be granted to those students whose cumulative GPA is at least 3.80.
 - c. Cum laude shall be granted to those students whose cumulative GPA is at least 3.65.
 - d. Students who will have completed a minimum of 48 credits at Dixie State University at the time of graduation are eligible for Latin honors.

F. Associate Honors

- i. Associate Honors are awarded to recipients of associate's degrees according to the following standards:
 1. High honors are awarded to students whose cumulative GPA is at least 3.75.
 2. Honors are awarded to students whose cumulative GPA is at least 3.50.
 3. Students who will have completed a minimum of 30 credits at Dixie State University at the time of graduation are eligible for honors conferred with an associate's degree.

G. Honors Program

- i. ***Associate's and bachelor's degree*** graduates fulfilling Honors Program requirements will have their transcripts marked "Honors Program Graduate". ***Information about admission to the Honors Program and Honors Program graduation requirements can be found in the University catalog.***

XI. University Valedictorian

- A. The University valedictorian will be selected from among the top Latin honors graduates, as determined by GPA, in each baccalaureate program during the current academic year. ***The valedictorian designation will not appear on official University transcripts.***
 - i. Eligibility to be valedictorian is limited to graduation applicants ***who submit complete graduation applications by the deadline and*** who have completed 48 credits at Dixie State University ***at the time their applications are processed.***

- ii. If two or more graduates in a major have the same GPA, the academic department will be asked to select one candidate for valedictorian.
- iii. For the purposes of University valedictorian selection, each major includes all subsidiary emphases and secondary education teaching graduates.
- iv. Valedictorian candidates may be required to submit an application and/or complete a personal interview.
- v. Academic Council has final approval of the University valedictorian.
- vi. *The Dean of each school may designate one or more of the Latin honors graduates valedictorian or co-valedictorian for a specific major or for that school.***

XII. *Associate* Student Speaker

- A. The University *associate* student speaker will be selected from among the top 1% of associate honors graduates, as determined by GPA, of those graduating with an associate's degree in the current academic year. ***The associate speaker designation will not appear on official University transcripts.***
 - i. Eligibility to be *associate* student speaker is limited to graduation applicants who ***submit completed graduation applications by the deadline and*** who have completed 30 credits at Dixie State University ***at the time their applications are processed.***
 - ii. *Associate* student speaker candidates may be required to submit an application and/or complete a personal interview.
 - iii. Academic Council has final approval of the University *associate* student speaker representing associate's degree graduates.
 - iv. The Dean of each school may designate one or more of the top 1% of associate honors graduates, as determined by GPA, as associate student speaker(s) for that school.***

XIII. Commencement

- A. Students may graduate at the end of any semester, but commencement is held at the end of spring semester.
- B. Students who will not complete requirements by the end of spring semester may participate in ***that semester's*** graduation ceremonies and activities under the following conditions:

- i. Student must have **9 (nine)** ~~12~~ or fewer credits remaining to complete graduation requirements and will complete these requirements during the summer semester.
- ii. ***Students who have not completed all requirements 30 days after the end of Summer semester will be required to reapply for graduation in a subsequent semester and will be assessed a new non-refundable graduation fee.***
- iii. ***Summer graduates will not be eligible for valedictorian, associate speaker, Latin honors, or associate honors at commencement until the Spring semester following their graduation, even if they chose to participate in commencement exercises prior to their graduation.***

XIV. Appeals

- A. Appeals of this policy and the requirements contained therein should be directed to the Academic Appeals Committee, except for appeals of graduation application deadlines, which should be sent to the Exception to Policy Committee.

XV. Posthumous Degrees

- A. ***Dixie State University may confer a posthumous degree upon a student who is deceased prior to completion of all degree requirements in the program being pursued.***
 - i. ***The purpose of such an award is to recognize the academic achievement of deceased students and extend sympathy to the families of those students.***
 - ii. ***Such compassion must be balanced with academic and institutional integrity.***
- B. ***To be eligible for the award of a posthumous degree from DSU, students must have met the following conditions:***
 - i. ***Students must have been enrolled in DSU classes within the 12-month period prior to death.***
 - ii. ***Students must have been in good academic standing (minimum 2.0 GPA) at the time of death.***
 - iii. ***Students must have been matriculated and showing successful progress toward completion of the degree to be awarded.***

- iv. ***Students must have completed at least 30 credits at DSU to receive a posthumous associate's degree or at least 60 credits at DSU to receive a posthumous bachelor's degree.***
1. ***Students must have matriculated into a bachelor's degree program to receive a posthumous bachelor's degree.***
 2. ***Students who accumulated fewer than 60 credits and/or were not matriculated into a bachelor's degree program are still eligible to receive a posthumous general associate's degree.***
- v. ***The request for a posthumous degree must be made within 12 months of death.***

Other Revisions:

03/16/00
11/16/01
05/02/03
04/21/05



INVESTMENT REPORT

July 1, 2013 to November 30, 2013

	Market Value 07/01	Market Value Nov	YTD Realized Income	YTD Unrealized Income	YTD Total Income	YTD Rate of Return
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Cash or Cash Equivalents

Utah State Inv Pool (PTIF)	20,661,742	23,484,662	54,039	-	54,039	0.26%
PTIF - Endowment Pool	523,575	524,695	1,120	-	1,120	0.21%
Total	21,185,317	24,009,358	55,159	-	55,159	0.26%

Money Managers

Morgan Stanley / Merrill Lynch	1,080,909	1,090,008	5,098	4,002	9,099	0.84%
Solitis Investment Advisors	1,420,772	1,507,372	(30,240)	112,669	82,429	5.80%
University of Utah	6,872,573	7,141,255	60,952	207,730	268,682	3.91%
Total	9,374,254	9,738,635	35,810	324,400	360,210	3.84%

Restricted Investments

Morgan Stanley - Bonds	563,800	564,471	12,466	(11,794)	672	0.12%
WF - Restricted Investments Fund	120,647	121,650	339	(87)	253	0.21%
Total	684,446	686,122	12,805	(11,881)	924	0.14%

Grand Total	31,244,018	34,434,114	103,774	312,520	416,293	1.33%
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INVESTMENT REPORT

July 1, 2013 to October 31, 2013

	Market Value 07/01	Market Value Oct	YTD Realized Income	YTD Unrealized Income	YTD Total Income	YTD Rate of Return
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Cash or Cash Equivalents

Utah State Inv Pool (PTIF)	20,661,742	26,545,820	43,062	-	43,062	0.21%
PTIF - Endowment Pool	523,575	524,473	898	-	898	0.17%
Total	21,185,317	27,070,293	43,960	-	43,960	0.21%

Money Managers

Morgan Stanley / Merrill Lynch	1,080,909	1,086,206	4,588	708	5,296	0.49%
Soltis Investment Advisors	1,420,772	1,503,697	(30,969)	113,359	82,390	5.80%
University of Utah	6,872,573	7,141,234	60,932	207,730	268,661	3.91%
Total	9,374,254	9,731,137	34,550	321,797	356,348	3.80%

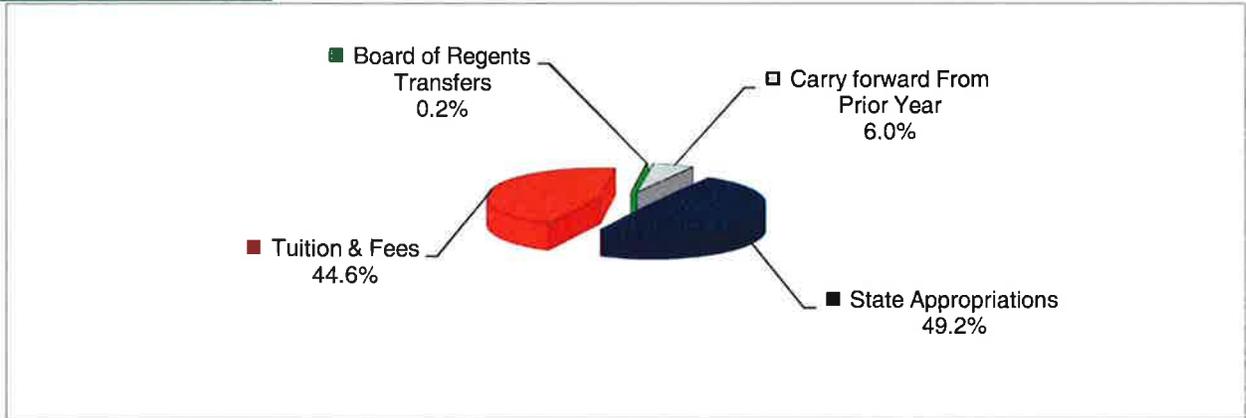
Restricted Investments

Morgan Stanley - Bonds	563,800	571,115	12,465	(5,150)	7,315	1.30%
WF - Restricted Investments Fund	120,647	122,259	246	(67)	179	0.15%
Total	684,446	693,374	12,711	(5,217)	7,494	1.09%

Grand Total

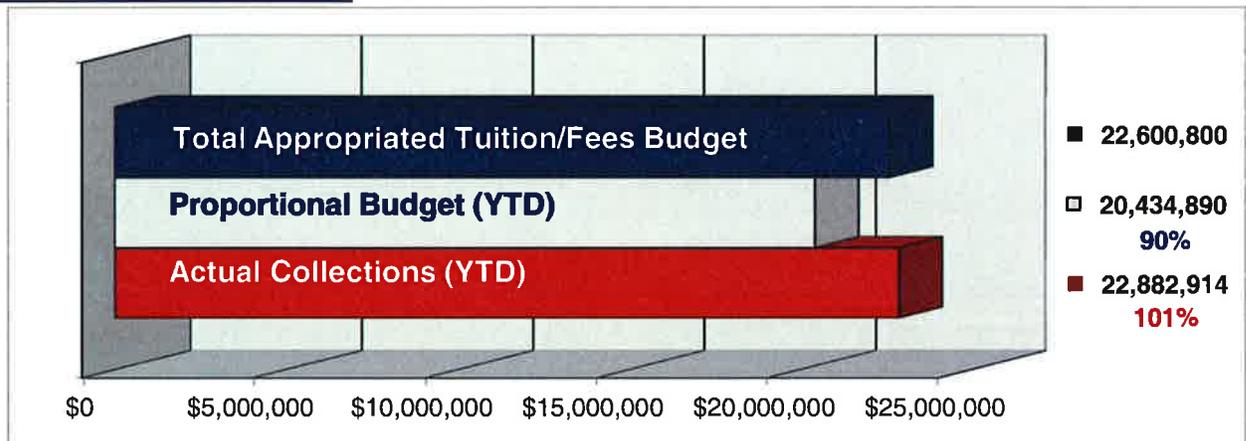
31,244,018	37,494,803	91,221	316,580	407,802	1.31%
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SOURCE OF REVENUES

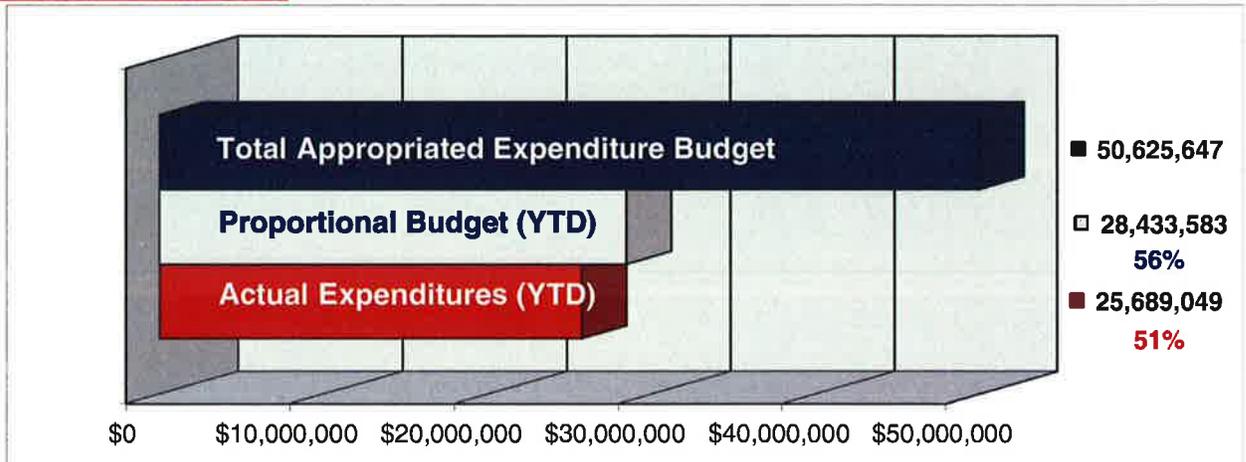


Total Budget - \$50,625,647

TUITION & FEE COLLECTIONS



BUDGET EXPENDITURES





**DIXIE STATE UNIVERSITY
STATEMENT OF REVENUES AND EXPENDITURES**

January 21st, 2014

56% of Fiscal Year Lapsed - 44% Remaining

REVENUE SUMMARY

	Budgeted	Total Revenues Received	Amount Remaining (Excess)	Percent Remaining (Excess)
<u>Revenues</u>				
State Appropriations	24,899,200	13,984,482	10,914,718	44%
Tuition, Fees & Other	22,600,800	22,882,914	(282,114)	-1%
Board of Regents Transfers	109,687	109,687	0	0%
Budget Carryover	3,015,960	3,015,960	0	0%
Total Revenues	50,625,647	39,993,043	10,632,604	21%

EXPENDITURE SUMMARY

	Budgeted	Total Expended & Encumbered	Remaining Budget Balance	Percent of Budget Remaining
<u>Operational Expenditures</u>				
Instruction	2,636,268	1,474,650	1,161,618	44%
Public Service	172,525	65,545	106,980	62%
Academic Support	3,821,743	738,375	3,083,368	81%
Student Services	1,520,926	566,159	954,767	63%
Institutional Support	2,806,702	1,205,277	1,601,425	57%
Physical Plant	3,120,183	1,860,909	1,259,275	40%
Other General Fund	5,250,998	1,479,916	3,771,082	72%
Total Operational Expenditures	19,329,346	7,390,830	11,938,516	62%
<u>Contract Salaries & Benefits</u>				
Salaries & Benefits	31,296,301	18,298,219	12,998,082	42%
Total Expenditures	50,625,647	25,689,049	24,936,598	49%

TO: Dixie State University Board of Trustees
FROM: President Stephen D. Nadauld
DATE: January 27, 2014
SUBJECT: Applications for Awards of Tenure and Academic Rank Advancements

The following Dixie State College faculty members have applied for tenure and/or rank advancement:

- **Dr. Florence Bacabac** – Tenure and Promotion to Associate Professor
- **Dr. Cari Buckner** – Tenure and Promotion to Associate Professor
- **Dr. Gary Cantrell** – Intermediate Review on path towards Rank Advancement and Tenure
- **Dr. Christine E. Chew** - Intermediate Review on path towards Rank Advancement and Tenure
- **Dr. Jennifer Ciaccio** – Tenure and Promotion to Associate Professor
- **Dr. Cheri Crenshaw** – Tenure and Promotion to Associate Professor
- **Nicolle Dickey** – Tenure and Promotion to Assistant Professor
- **Dr. Joe Francom** – Tenure and Promotion to Associate Professor
- **Dr. Sean M. George** – Intermediate Review on path towards Rank Advancement and Tenure
- **Dr. Paul E. Harris** – Intermediate Review on path towards Rank Advancement and Tenure
- **Dr. Joel Lewis** – Intermediate Review on path towards Rank Advancement and Tenure
- **Dr. Andrea McCracken** – Tenure and Promotion to Associate Professor
- **Dr. Bob Nielson** – Intermediate Review on path towards Rank Advancement and Tenure
- **Dr. Kristine J. Olson** – Intermediate Review on path towards Rank Advancement and Tenure
- **Dr. Sandra Petersen** – Tenure and Promotion to Associate Professor
- **Dr. Ken Peterson** – Rank Advancement to Full Professor
- **Dr. Phyllis Swift** – Rank Advancement to Full Professor
- **Dr. Samuel Tobler** – Intermediate Review on path toward Rank Advancement and Tenure

I have been informed by Dr. Bill Christensen, DSU Executive Vice President and Chief Academic Officer, that he and the appropriate Deans; the school's Retention, Tenure and Promotion Committee; and the University Retention, Tenure and Promotion Committee have all thoroughly evaluated the materials submitted in support of the above applicants and have verified that the applicants are eligible for promotion and/or tenure based on guidelines outlined by DSU Policy 3-7: Faculty Retention, Promotion, and Tenure. They have unanimously recommended the approval of the faculty members listed above for the rank advancements and/or awards of tenure for which these individuals have applied.

Based upon those recommendations, along with demonstrated evidence of effective instruction and valuable contributions to the university and the community, I am pleased to add my own recommendation, and ask the Board of Trustees to consider approving the aforementioned actions at their Board meeting on January 31, 2014. If approved, these rank advancements and awards of tenure will be effective July 1, 2014.

Dixie State University

Student Fee Allocation Recommendation

2014-2015

<u>Review Cycle</u>	<u>Fee Name</u>	<u>2013-14</u>	<u>Change</u>	<u>New</u>	<u>2014-2015</u>
O.	Athletics	\$65.00			\$65.00
E.	Student Services Programs	\$55.90			\$55.90
O.	IT Support (<i>Old Banner Fee</i>)	\$18.85			\$18.85
E.	DSUSA	\$33.00			\$33.00
O.	New Student Center Fund	\$41.15			\$41.00
O.	Student Center Operations	\$20.00			\$20.00
E.	Recreation/Intramurals/Fitness	\$18.65	+\$5.35	\$24.00	\$24.00
O.	Institutional Computers	\$19.70	+\$2.30	\$22.00	\$22.00
E.	Department of Student Involvement Health and Wellness Center	\$15.00			\$15.00
E.	Center	\$7.00	+\$2.00	\$9.00	\$9.00
O.	Unexpended Plant	\$4.50			\$4.50
E.	Testing Center	\$5.50	+\$1.00	\$6.50	\$6.50
O.	Tutoring Center	\$4.00			\$4.00
E.	Theater/Dance/Music/Art	\$2.00			\$2.00
O.	Road To Success (Mentoring)	-	-\$2.50	\$0.00	\$0.00
O.	Writing Center	\$2.00			\$2.00
E.	Dixie Sun	\$1.00			\$1.00
O.	Student ID Card	\$1.00			\$1.00
E.	Multicultural and Diversity	\$1.00			\$1.00
O.	One Time Expense Fund	\$1.50	+\$1.50	\$3.00	\$3.00
E.	Radio and Broadcast Advertising	\$2.00			\$2.00
O.	AED	\$0.25			\$0.25
					\$331.00



DIXIE STATE UNIVERSITY
ST. GEORGE, UTAH

Development Office

DONATION REPORT

January 22, 2014

<i>Month</i>	<i>Cash Donations</i>	<i>Gifts-In-Kind</i>	<i>Total</i>
July	\$22,358.22	-0-	\$22,358.22
August	\$26,391.15	\$9,787.00	\$36,178.15
September	\$167,976.96	\$8,009.00	\$175,985.96
October	\$43,143.80	\$434.56	\$43,578.36
November	\$186,170.75	\$125.00	\$186,295.75
December	\$95,453.76	\$450.00	\$95,903.76
January			
February			
March			
April			
May			
June			
TOTAL	\$541,494.64	\$18,805.56	\$560,300.20

November-December CASH DONATION SUMMARY

Alumni Gifts	\$18,132.21	Celebrity Concert Series	\$ 1,550.00
Athletics	\$28,481.90	Holland Commons	\$ 4,800.00
DSU Clock Tower	\$150,000.00	PN Paver Project	\$14,050.00
Scholarships	\$64,110.40	Steinway Piano Project	\$ 500.00

TOTAL CASH DONATIONS \$281,624.51



27TH ANNUAL

Sears
DIXIE
INVITATIONAL

ART SHOW & SALE

SAVE THE DATE

February 14, 2014

DSU
DIXIE STATE UNIVERSITY
ST. GEORGE, UTAH

27TH ANNUAL

ROBERT N. & PEGGY SEARS
DIXIE INVITATIONAL
ART SHOW AND SALE

Friday, February 14, 2014

6:00 PM

Dolores Doré Eccles Fine Arts Center
Gala Dinner | Entertainment | Pre-Sale
Semi Formal Attire

\$75 per person

Please **RSVP to Stevie Vogel**
(435) 652-7536 or vogel@dixie.edu

Honorary Chairs:

Terry & Matt Marten

Entertainment:

Soprano Laura Snow & Pianist Christopher Giles



Sears Museum Gallery
155 S. University Avenue
St. George, UT 84770

PSORT-STD
POSTAGE AND FEES
PAID
PERMIT NO. 36
SAINT GEORGE, UT

Free Symposium

February 14, 3:00 PM in DSU Eccles Concert Hall
Featuring 2013 Purchase Prize Winner Annette Everett

Art Show Preview:

February 14, 4:00 PM in Sears Museum Gallery

Special Exhibition Hours:

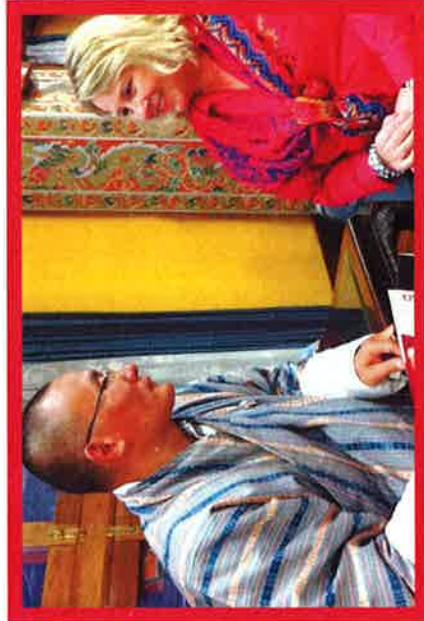
Monday – Saturday 10:00 AM – 6:00 PM | Sunday 2:00 PM – 6:00 PM
February 15, 2014 – March 30, 2014

DIXIE STATE UNIVERSITY™

ST. GEORGE, UTAH

INSTITUTIONAL ADVANCEMENT • INTERNATIONAL OUTREACH

DSU Institutional Advancement promotes Dixie State, building cultural and educational links with other universities from China to Nepal to New Zealand and remote Bhutan, as well as New Delhi, India. Follow the journey of DSU VP of Institutional Advancement Christina Schultz and DSU Community Relations Manager Lani Puriri.



Christina and Prime Minister of Bhutan Tshering Tobgay discuss partnership opportunities in his office in the capital city of Thimphu



Christina with Kathmandu University Associate Dean, School of Arts Dr. Sagar Raj Sharma during visit to KU Center for Art & Design.



Christina and Jamia Millia Islamia Vice Chancellor Dr. S.M. Sajid, Standing: Dr. Simi Malhotra, Professor of English and Dr. Shahid Ashraf Registrar & Professor of Economics.



Christina with Pokhara University Vice Chancellor Dr. Khagendra Prasad Bhattarai and his team in front of new PU Administration Building.



Christina with Tribhuvan University Executive Director, Centre for International Relations Dr. Bal Mukund Bhandari.



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Mr. Zhang XingQuan, Vice Dean of School of Arts, Lani Puriri - Students of the Dalian Ocean University designed the DOCUTAH poster under the direction of Mr. Zhang.



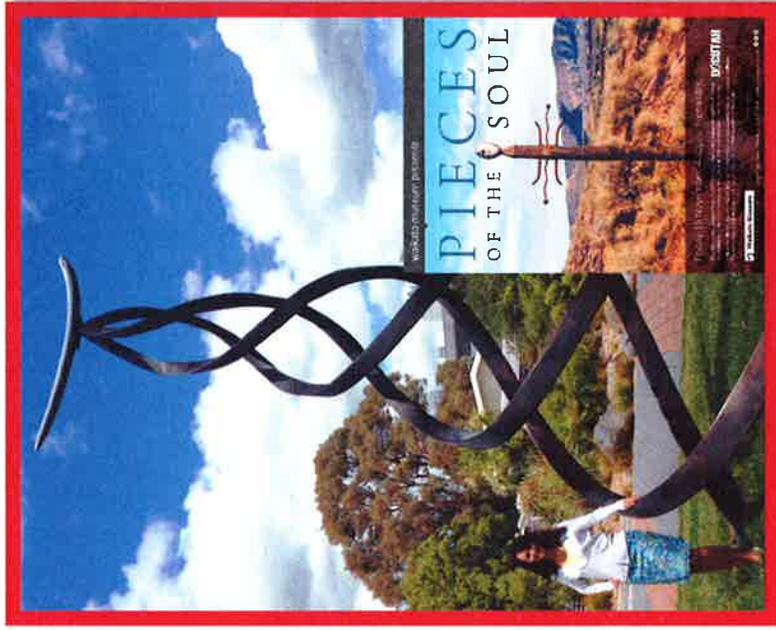
Gao Wei, Dalian Ocean University International Exchange & Cooperation Office, Lani Puriri, David Zhang, U.S. Education Resource INC. China Office



Lani Puriri, Marybeth Fuller, Director of Immersion Programs for WCSU, Jianwei Li, DSU Director of Confucius Institute



DSU DOCUTAH, WCSU Immersion Programs and the Confucius Institute hosted a Chinese Culture night for local school district students studying Chinese. Dinner was provided and the film A Bite of China was screened. 225 people were in attendance. The event was held at Desert Hills Middle School.



Lani met with Shannon McKay, International Market and Bevan Yeatman, Film Studies to discuss international exchange opportunities at University of Waikato in Hamilton, New Zealand. This photo was taken on the U of W campus following those meetings.

Other meetings in New Zealand included Gerben Cath and Kobus Schoeman of the South Seas Film & Television School and Leo Koziol, Director of the Wairoa Film Festival. Outreach was also extended to the Waikato Museum Art Gallery where Pieces of the Soul was screened in the gallery theatre. This film was the Senior Capstone Project of Spencer Sullivan. It won 2 awards at DOCUTAH 2012.

waikato museum presents

PIECES OF THE SOUL



Friday 15 November, 4.30pm. Free entry.

This film comes straight from DOCUTAH, a Southern Utah International Film Festival presented by Dixie State University in St. George. See www.docutah.com for details



Follow the film-maker into the world of artist Matt Clark in this documentary by Spencer Sullivan. The screening is followed by a talk by Lani Puriri, DOCUTAH Operations Manager.

 **Waikato Museum**

TE WHARE TAONGA O WAIKATO | 1 Grantham Street Hamilton | 07 838 6606 | waikatomuseum.co.nz

