

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

**Friday, April 28, 2023**  
Zions Bank Room, Holland Centennial Commons 537  
9:00 a.m. – General Session

**DRAFT MINUTES**

**TRUSTEES PRESENT**

Tiffany Wilson, Chair  
Betty Barnum  
Larry Bergeson  
Ginger Chinn (virtual)  
Mitchell Cloward  
David Elkington  
Danny Ipson  
Colleen Kvetko, Vice Chair  
Deven Macdonald  
Devon Rice

**UTAH SYSTEM OF HIGHER EDUCATION MEMBERS PRESENT VIRTUALLY**

Rick Wheeler, Utah Board of Higher Education Member

**UNIVERSITY REPRESENTATIVES PRESENT**

President Richard B. Williams  
Christine Arlotti, Executive Assistant to Administrative Affairs  
Ken Beazer, Executive Director of Athletics  
Eliezer Bermudez, Dean of the College of Health Sciences  
Shane Blocker, Assistant Director of Career Services  
Theresa Bondad, Assistant to the President  
Becky Broadbent, General Counsel  
Cheryl Caplinger, Executive Director of Strategic Partnerships  
Dottie Catlin, Executive Director of Career Services  
Alex Chamberlain, Associate Professor of Art/Department Chair  
Vinodh Chellamuthu, Associate Professor of Mathematics  
Julie Chew, Faculty Senate President  
Gabriela Chilom, Professor of Chemistry/Dept Chair  
David Christensen, Assistant Professor of Mechanical Engineering/Department Chair  
Megan Church, Director of University Events and Promotions  
Bryant Flake, Executive Director of Budget and Planning Operations  
Phillip Garner, Associate Professor of Economics/Department Chair  
Christopher Guymon, Associate Provost for Academic Planning and Operations  
Scott Jensen, Executive Director of Business Services  
Michael Lacourse, Provost and Vice President of Academic Affairs  
Brad Last, Vice President of Advancement/Development  
Paul Morris, Vice President for Administrative Affairs  
Natalie Nelson, Assistant Attorney General  
Byungeun Pak, Assistant Professor of Education  
Eric Pedersen, Dean of the College of Science, Engineering, and Technology  
Westley Petty, Assistant to Vice President for Event Services  
Kelly Peterson-Fairchild, Dean of Library and Learning Services  
Travis Rosenberg, Executive Director of Human Resources  
Brenda Sabey, Dean of the College of Education  
Stacy Schmidt, Assistant Director of Public Relations/Publications  
Nate Snow, Assistant Professor of Communication  
Helen Tate, Associate Provost for Academic Success/Dean of University College

Ali Threet, Assistant Vice President and Dean of Students  
Tiffany Vickers, Assistant Professor of Population Health/Program Director  
Henri Walton, Assistant to the President for Government Relations  
Glenn Webb, Associate Professor of Music  
Kyle Wells, Dean of the College of Business  
Courtney White, Associate Vice President of Executive Affairs/Chief of Staff

## **GENERAL SESSION**

### **WELCOME**

At 9:10 a.m., Tiffany Wilson, Chair of the Utah Tech University (UT) Board of Trustees, called the meeting to order and welcomed everyone to the meeting, including Ginger Chinn, Board of Trustees Member and Rick Wheeler, Utah Board of Higher Education Member, who were joining the meeting virtually.

### **ACTION ITEMS**

#### **Approval of Minutes for March 10, 2023**

Chair Wilson asked for a motion to approve the March 10, 2023, Board of Trustees Meeting Minutes. Motion to approve the Minutes by Betty Barnum; Motion duly seconded by Mitch Cloward. Chair Wilson asked for a discussion on the motion. Seeing none, Chair Wilson called for a vote to approve the BOT Meeting Minutes for March 10, 2023. Action: Motion approved unanimously.

#### **Approval of Board of Trustees Meeting Dates for 2023-2024**

Chair Wilson asked for a motion to approve the Board of Trustees Meeting Dates for 2023-2024. Motion to approve the Board of Trustees Meeting Dates for 2023-2024 by Danny Ipson; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

### **POLICIES**

Larry Bergeson, Chair of the Board of Trustees Policy Steering Committee, introduced the University policies that were up for approval, and he thanked the Policy Steering Committee for their work on policies this past year.

#### **101: Policy on Policies (Formerly, Policy Process) (Revision)**

Kathleen Broeder, Co-Chair of the Policy Steering Committee, presented Policy 101: Policy on Policies, formerly "Policy Process," to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 101: Policy on Policies, formerly "Policy Process." Motion to approve Policy 101: Policy on Policies made by Larry Bergeson; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

#### **157: Personal Conduct/Conflict of Interest (Revision)**

Becky Broadbent, General Counsel, and Natalie Nelson, Assistant Attorney General, presented Policy 157: Personal Conduct/Conflict of Interest (Revision) for approval to the Board of Trustees. Chair Wilson called for a motion to approve Policy 157: Personal Conduct/Conflict of Interest (Revision). Motion to approve called by Mitch Cloward; Motion duly seconded by Dave Elkington. Action: Motion approved unanimously.

#### **160: Intellectual Property (Revision)**

Becky Broadbent, General Counsel, and Natalie Nelson, Assistant Attorney General, presented Policy 160: Intellectual Property (Revision) for approval to the Board of Trustees. Chair Wilson called for a motion to approve Policy 160: Intellectual Property (Revision). Motion to approve called by Colleen Kvetko; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

#### **344: Tuition Waivers for Employees, Retirees, and Dependents (Revision)**

Travis Rosenberg, Executive Director of Human Resources, presented Policy 344: Tuition Waivers for Employees, Retirees, and Dependents (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 344: Tuition Waivers for Employees, Retirees, and Dependents (Revision). Motion to approve called by Larry Bergeson; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

**352: Staff Compensation (Revision)**

Travis Rosenberg, Executive Director of Human Resources, presented Policy 352: Staff Compensation (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 352: Staff Compensation (Revision). Motion to approve called by Danny Ipson; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

**448: Use of Snow/Dolowitz Cabin (Revision)**

Paul Morris, Vice President of Administrative Affairs, presented Policy 448: Use of Snow/Dolowitz Cabin (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 448: Use of Snow/Dolowitz Cabin (Revision). Motion called by Danny Ipson; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

**552: Student Conduct Code (Revision)**

Ali Threet, Assistant Vice President and Dean of Students, presented Policy 552: Student Conduct Code (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 552: Student Conduct Code (Revision). Motion to approve Policy 552: Student Conduct Code (Revision) called by Colleen Kvetko; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

**635: Faculty Workload (Revision)****635a: Workload Model (Revision)**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented Policy 635: Faculty Workload (Revision) and Policy 635a: Workload Model (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 635: Faculty Workload (Revision) and Policy 635a: Workload Model (Revision). Motion to approve Policy 635: Faculty Workload (Revision) called by Larry Bergeson; Motion duly seconded by Dave Elkington. Action: Motion approved unanimously.

**641j: Faculty Portfolio Checklist (Revision)**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented Policy 641j: Faculty Portfolio Checklist (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 641j: Faculty Portfolio Checklist (Revision). Motion to approve Policy 641j: Faculty Portfolio Checklist (Revision) called by Colleen Kvetko; Motion duly seconded by Danny Ipson. Action: Motion approved unanimously.

**641k: Terminal Degrees Required by Discipline (Revision)**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented Policy 641k: Terminal Degrees Required by Discipline (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 641k: Terminal Degrees Required by Discipline (Revision). Motion to approve Policy 641k: Terminal Degrees Required by Discipline (Revision) called by Larry Bergeson; Motion duly seconded by Mitch Cloward. Action: Motion approved unanimously.

**703: Graduate Degree Requirements (Revision)**

Christopher Guymon, Associate Provost for Academic Planning and Operations, presented Policy 703: Graduate Degree Requirements (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 703: Graduate Degree Requirements (Revision). Motion to approve Policy 703: Graduate Degree Requirements (Revision) called by Dave Elkington; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

**704: Graduate Admission (Revision)**

Christopher Guymon, Associate Provost for Academic Planning and Operations, presented Policy 704: Graduate Admission (Revision) to the Board of Trustees for approval. Chair Wilson called for a motion to approve Policy 704: Graduate Admission (Revision). Motion to approve Policy 704: Graduate Admission (Revision) called by Danny Ipson; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

**637: Faculty Emeritus Status (Five-Year Review, No Changes)**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented Policy 637: Faculty Emeritus Status (Five-Year Review, No Changes) to the Board of Trustees. Chair Wilson called for a motion to approve Policy 637: Faculty Emeritus Status (Five-Year Review, No Changes). Motion to

approve Policy 637: Faculty Emeritus Status called by Larry Bergeson; Motion duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

## ACADEMIC AFFAIRS

Chair Wilson invited Betty Barnum, Chair of the Academic Affairs Committee, to share her comments on what was being presented by Academic Affairs. Chair Barnum said the Academic Affairs Committee had reviewed the information being presented. There were no new degree programs, but everything else looked great, said Chair Barnum.

### New Centers

#### **Creative Studios (UTCS)**

Alex Chamberlain, Associate Professor of Art and Department Chair, and Nate Snow, Assistant Professor of Communication, presented Creative Studios (UTCS), a New Center, to the Board of Trustees for approval. Alex Chamberlain said the third member of their team was Patrick Smith, Assistant Professor of Digital Film, who could not attend the meeting. Chair Wilson called for a motion to approve Creative Studios (UTCS), New Center. Motion to approve Creative Studios (UTCS), New Center, called by Dave Elkington; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

#### **Integrative Research on Health and Societal Equity**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, Spencer Bell, Assistant Professor of Psychology, and Byungeun Pak, Assistant Professor of Education, introduced Integrative Research on Health and Societal Equity, New Center, to the Board of Trustees for Approval. After a Board of Trustees' discussion, Chair Wilson called for a motion to approve Integrative Research on Health and Societal Equity, New Center, with the request to review the proposal again during the November 2023 Board of Trustees meeting. Motion called by Danny Ipson to approve the Integrative Research on Health and Societal Equity Center with a stipulation that the program be reviewed again during the November 2023 Board of Trustees meeting; Motion duly seconded by Mitch Cloward. Action: Motion approved unanimously.

### New Emphasis

#### **Information Technology Emphasis**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the new Emphasis in Information Technology Cybersecurity to the Board of Trustees for approval. Chair Wilson called for a motion to approve the New Emphasis in Information Technology Cybersecurity. Motion called by Dave Elkington to approve the New Emphasis in Information Technology Cybersecurity; Motion duly seconded by Mitch Cloward. Action: Motion approved unanimously.

### Department Name Change

#### **Department of Education to Department of Teacher Education**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Department of Education Name Change to the Department of Teacher Education to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Department of Education Name Change to the Department of Teacher Education. Motion called to approve by Colleen Kvetko; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

### Program Name Change

#### **AAS-GTEC-IT – Information Technology Emphasis to AAS IT Information Technology**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the program name change request for AAS-GTEC-IT to AAS IT Information Technology to the Board of Trustees for approval. Chair Wilson called for a motion to approve the program name change request for AAS-GTEC-IT to AAS IT Information Technology. Motion called by Dave Elkington to approve the program name change request for AAS-GTEC-IT to AAS IT Information Technology; Motion duly seconded by Danny Ipson. Action: Motion approved unanimously.

## **New Certificate**

### **Geographic Information Systems (GIS):**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Geographic Information Systems (GIS) Certificate to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Geographic Information Systems (GIS) Certificate. Motion to approve called by Dave Elkington; Motion duly seconded by Mitch Cloward. Action: Motion approved unanimously.

## **Third-Year Review Reports**

### **BS in Biochemistry and Molecular Biology**

Gabriela Chilom, Professor of Chemistry/Dept Chair, presented the Third-Year Review Report for BS in Biochemistry and Molecular Biology to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BS in Biochemistry and Molecular Biology. Motion called to approve by Dave Elkington; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

### **BS in Applied and Computational Math**

Vinodh Chellamuthu, Associate Professor of Mathematics, presented the Third-Year Review Report for BS in Applied and Computational Math to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BS in Applied and Computational Math. Motion to approve called by Mitch Cloward; Motion duly seconded by Dave Elkington. Action: Motion approved unanimously.

### **BAS in Health Administration**

Tiffany Vickers, Assistant Professor of Population Health/Program Director, presented the Third-Year Review Report for BAS in Health Administration to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BAS in Health Administration. Motion to approve called by Mitch Cloward; Motion duly seconded by Dave Elkington. Action: Motion approved unanimously.

### **BA/BS in Marketing**

Phillip Garner, Associate Professor of Economics/Department Chair, presented the Third-Year Review Report for BA/BS in Marketing to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BA/BS in Marketing. Motion to approve called by Devon Rice; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

### **BS in Mechanical Engineering**

David Christensen, Assistant Professor of Mechanical Engineering/Department Chair, presented the Third-Year Review Report for BS in Mechanical Engineering to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Third-Year Review Report for BS in Mechanical Engineering. Motion to approved called by Danny Ipson; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

### **Academic Course Fee**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the Academic Course Fees for Fall 2023 to the Board of Trustees for approval. Chair Wilson called for a motion to approve the Academic Course Fees for the Fall 2023. Motion to approve called by Dave Elkington; Motion duly seconded by Danny Ipson. Action: Motion approved unanimously.

### **Requests for Faculty Emeritus Award Approval**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented requests for the Faculty Emeritus Award for approval to the Board of Trustees for the following faculty members:

- Dr. Robert Nielson, Associate Professor of Computer Science
- Mr. Kelly Smith, Instructor of Physical Education

Chair Wilson asked for a motion to approve the Faculty Emeritus Award for Dr. Robert Nielson, Associate Professor of Computer Science, and Mr. Kelly Smith, Instructor of Physical Education. Motion by Dave Elkington; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

### **Approval of the 2023 Utah Tech University Graduates**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the 2023 Utah Tech University Graduates to the Board of Trustees for approval. Chair Wilson called for a motion to approve the 2023 Utah Tech University Graduates. Motion to approve called by Devon Rice; Motion duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

### **Approval of the 2023 Student Speaker for Commencement**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented the 2023 Student Speaker for Commencement, Briley Wycoff, Valedictorian, to the Board of Trustees for approval. Chair Wilson called for a motion to approve Briley Wycoff, Valedictorian, for the 2023 Student Speaker for Commencement. Motion to approve called by Mitch Cloward; Motion duly seconded by Larry Bergeson.

BREAK

11:45 a.m. – 12:00 p.m.

### **ADMINISTRATIVE AFFAIRS**

Deven Macdonald, Chair of the Investment Committee, provided an update to the Board of Trustees about the Investment Committee's meetings. He said they have a good strategy in place for managing funds.

#### **Budget Report**

Bryant Flake, Executive Director of Budget and Planning Operations, presented the Operating Budget for 2022-2023 to the Board of Trustees for approval. Chair Wilson called for a motion to approve the 2022-2023 Operating Budget. Motion to approve called by Colleen Kvetko; Motion duly seconded by Betty Barnum. Action: Motion approved unanimously.

#### **Investment Report**

Scott Jensen, Executive Director of Business Services, presented the July 1, 2022, to March 31, 2023, Investment Report to the Board of Trustees for approval. Chair Wilson called for a motion to approve the July 1, 2022, to March 31, 2023, Investment Report. Motion to approve called by Danny Ipson; Motion duly seconded by Deven Macdonald. Action: Motion approved unanimously.

#### **Facilities Report (Information Item)**

Paul Morris, Vice President for Administrative Affairs, presented the Facilities Report to the Board of Trustees. The Facilities Report included information about the General Classroom Building, including site renderings, an update on the construction of Campus View Suites III, with aerial images of the building's layout, and an introduction to the Cox Auditorium Feasibility Study. The Facilities Report also included projected new parking lots, the Student Center Feasibility Study, and an addition to Dining Services with the construction of a new venue called, "Splash: Custom Built Drinks" in the Gardner Center.

### **UNIVERSITY ADVANCEMENT**

#### **Donation Report**

Brad Last, Vice President of Advancement/Development, presented the FY2022-2023 Donation Report to the Board of Trustees for approval. Chair Wilson called for a motion to approve the FY2022-2023 Donation Report. Motion to approve called by Colleen Kvetko; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

#### **Consent Calendar**

Chair Wilson said Consent Calendar Reports were accessible in the Board of Trustees' Agenda Workbook. Consent Calendar Reports include President's Report, UTSA's Report, Faculty Senate's Report, and Staff Associations' Report. Chair Wilson called for a motion to approve the Consent Calendar Reports. Motion to approve called by Colleen Kvetko; Motion duly seconded by Larry Bergeson. Action: Motion approved unanimously.

## BOARD OF TRUSTEES COMMITTEE REPORTS

### **Scholarship Committee**

Colleen Kvetko, Chair of the Scholarship Committee, said the committee had selected five students to each receive a one-thousand-dollar scholarship for the Fall 2023 semester. She thanked the Board of Trustees for their contributions.

### **Audit Committee**

Colleen Kvetko, Chair of the Board of Trustees Audit Committee, reported on Audit Committee agenda items. Chair Kvetko said the committee had reviewed six audits and proposed the audit schedule for next year.

### **CONCLUDING REMARKS**

Chair Wilson thanked everyone for attending the April 28, 2023, Board of Trustees Meeting.

### **MEETING ADJOURNED**

At 2:04 p.m., Chair Wilson called for a motion to adjourn the April 28, 2023, Board of Trustees Meeting. Motion to adjourn called by Larry Bergeson; Motion duly seconded by Devon Rice. Action: Motion approved unanimously.

**Draft minutes are subject to change pending approval.**

DRAFT