

DIXIE STATE UNIVERSITY MINUTES OF THE BOARD OF TRUSTEES MEETING

Friday, March 11, 2022

Zions Bank Room, Holland Centennial Commons 537
8:00 a.m. – General Session

TRUSTEES PRESENT

Tiffany Wilson, Chair
Betty Barnum (virtual)
Larry Bergeson
Ginger Chinn
Mitchell Cloward

David Elkington (virtual)
Danny Ipson (virtual)
Colleen Kvetko, Vice Chair
Deven Macdonald
Penny Mills

UNIVERSITY REPRESENTATIVES PRESENT

President Richard B. Williams
Christine Arlotti, Executive Assistant for Administrative Affairs
Ken Beazer, Interim Executive Director of Athletics
Cindy Biehahn, Advancement Services Manager
Shane Blocker, Staff Association President-Elect
Theresa Bondad, Assistant to the President
Becky Broadbent, General Counsel
Pam Cantrell, Associate Provost of Academic and Budget Planning
Cheryle Caplinger, Executive Director of Strategic Partnerships
Megan Church, Director of University Events and Promotions
Aaron Davis, Assistant Professor of Biology
Susan Ertel, Faculty Senate President
Bryant Flake, Executive Director of Planning and Budget
Scott Jensen, Executive Director for Business Services
Michael Lacourse, Provost and Vice President of Academic Affairs
Brad Last, Vice President of Advancement
Joseph Lovell, Associate Professor of Recreation and Sports Management
Paul Morris, Vice President of Administrative Affairs
Eric Pedersen, Dean of the College of Science, Engineering and Technology
Travis Rosenberg, Executive Director of Human Resources
Jordon Sharp, Vice President of Marketing and Communication
Glenn Webb, Faculty Senate President-Elect
Courtney White, Secretary of the Board

OTHER PRESENT

Commissioner David Woolstenhulme, USHE

GENERAL SESSION

WELCOME

At 8:05 a.m., Tiffany Wilson, Chair of the Dixie State University (DSU) Board of Trustees, called the meeting to order. Chair Wilson welcomed everyone to the meeting, including a special welcome to Commissioner Dave Wolstenholme, and she noted that Trustee Danny Ipson, Trustee Dave Elkington, and Trustee Betty Barnum were joining the meeting virtually.

President Richard B. Williams introduced Ken Beazer as the new Interim Athletics Director to the Board of Trustees. President Williams said Ken Beazer would be filling the position while a national search for the Athletics Director position was underway. President Williams thanked Ken Beazer for his work and dedication in Intercollegiate Athletics.

ACTION ITEMS

Approval of Minutes for January 28, 2022

Chair Wilson asked for a motion to approve the January 28, 2022, meeting minutes. Motion to approve the Minutes by Larry Bergeson; duly seconded by Penny Mills. Chair Wilson asked if there were any discussions, comments, or edits on the motion. Seeing none, Chair Wilson called for a vote to approve the BOT Meeting Minutes for January 28, 2022. Action: Motion approved unanimously.

Policy Approvals

Chair Wilson reported that the policies up for approval had been reviewed by the Policy Steering Committee and approved by University Council. Larry Bergeson, Chair of the Board of Trustees Policy Steering Sub-committee, asked policy owners to speak about the policy revisions.

Policy 149 Signature Authority (Revision) and Policy 149a Signature Authority for Official Documents Addendum

Becky Broadbent, General Counsel, presented Policy 149 Signature Authority and Policy 149a Signature Authority for Official Documents Addendum to the Board of Trustees for approval. Chair Wilson asked for a motion to approve Policy 149 Signature Authority and Policy 149a Signature Authority for Official Documents Addendum. Motion to approve by Mitch Cloward; duly seconded by Larry Bergeson. Chair Wilson asked for a discussion to the motion. Seeing no discussion, Chair Wilson called for a vote to approve Policy 149 Signature Authority (Revision) and Policy 149a Signature Authority for Official Documents Addendum. Action: Motion approved unanimously.

552 Student Conduct Code (Revision)

Becky Broadbent presented Policy 552 Student Conduct Code for approval to the Board of Trustees. Chair Wilson asked for a motion to approve revisions to Policy 552 Student Conduct Code. Motion to approve by Larry Bergeson; duly seconded by Colleen Kvetko. Chair Wilson asked for a discussion to the motion. Chair Wilson called for a vote to approve 552 Student Conduct Code Motion. Action: Motion approved unanimously.

341 Full-Time Faculty Salaries (Revision)

Travis Rosenberg, Executive Director of Human Resources, presented Policy 341 Full-Time Faculty Salaries (Revision) for approval to the Board of Trustees. Chair Wilson asked for a motion to approve Policy 341 Full-Time Faculty Salaries (Revision). Motion to approve by Colleen Kvetko; duly seconded by Larry Bergeson. Chair Wilson asked for a discussion to the motion. Seeing none, Chair Wilson called for a vote to approve Policy 341 Full-Time Faculty Salaries. Action: Motion approved unanimously.

641 Faculty Retention, Tenure, and Promotion (Revision)

- **641h Faculty Review Criteria for Academic Librarians (New)**
- **641k Terminal Degrees by Discipline (Revision)**
- **641o Guidelines for Using OER in the RTP Process (New)**

Dr. Michael Lacourse, Provost and Vice President of Academic Affairs, presented Policy 641 Faculty Retention, Tenure, and Promotion, Policy 641h Faculty Review Criteria for Academic Librarians, 641k Terminal Degrees by Discipline, and 641o Guidelines for Using OER in the RTP Process to the Board of Trustees for approval. Chair Wilson asked for a motion to approve Policy 641 Faculty Retention, Tenure, and Promotion, 641h Faculty Review Criteria for Academic Librarians, 641k Terminal Degrees by Discipline, and 641o Guidelines for Using OER in the RTP Process. Motion to approve by Ginger Chinn; duly seconded by Mitch Cloward. Chair Wilson asked for a discussion to the motion. Trustee Bergeson asked if there were any concerns from faculty on the policies for approval. Susan Ertel, Faculty Senate President, responded there were no concerns from faculty and the policies had been approved by Faculty Senate. Chair Wilson called for a vote to approve Policy 641 Faculty Retention, Tenure, and Promotion (Revision), 641h Faculty Review Criteria for Academic Librarians, 641k Terminal Degrees by Discipline, and 641o Guidelines for Using OER in the RTP Process. Action: Motion approved unanimously.

STUDENT AFFAIRS

Student Fees FY 2022-2023

Penny Mills, DSUSA President, presented the FY 2022-2023 Student Fees Proposal for approval to the Board of Trustees. President Mills explained there would be an increase of 1.25% equal to \$5 for

Student Fees in FY 2022-2023. Student fees would rise from \$399 (current fees) to \$404 for the 2022-2023 academic year. A portion of the fee increases were mandated by the Utah State Legislative Session to provide a 5% compensation for cost of living increases. Additional proposed fee changes support student recreation, health and counseling, and student operations. Chair Wilson asked for a motion to approve the FY 2022-2023 Student Fees. Motion approved by Larry Bergeson; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

DSUSA Election Update (Informational)

Penny Mills, DSUSA President, announced the results from the 2022-2023 DSUSA Election. Devon Rice was elected for Student Body President, Karson Ray was elected for Vice President for Academics, and Fernando Rodas was elected for Vice President of Clubs and Organizations.

ADMINISTRATIVE AFFAIRS

Tuition FY 2022-2023

Paul Morris, Vice President of Administrative Affairs, presented the FY 2022-2023 Tuition Proposal to the Board of Trustees for approval. Vice President Morris said a proposed tuition increase of 4% in conjunction with increased State appropriations would cover salary and health insurance matches mandated by the 2022 Legislative Session, faculty rank advancements, cyber insurance, USHE I.T. audit position, Athletics D-1 funding commitment, Title IX independent investigations, Pluralsight agreement (available to all faculty, staff, and students), engineering initiative match, student mental health, and other institutional priorities. Chair Wilson asked for a motion to approve the tuition rate increase of 4% for FY 2022-2023. Motion to approve the tuition increase by Larry Bergeson; duly seconded by Penny Mills. Action: Motion approved unanimously.

ACADEMIC AFFAIRS

BS in Geological Sciences

Provost Lacourse presented the BS in Geological Sciences for approval to the Board of Trustees. Chair Wilson asked for a motion to approve the BS in Geological Sciences. Motion by Penny Mills, duly seconded by Ginger Chinn. Action: Motion approved unanimously.

BS in Mechatronics

Provost Lacourse presented the BS in Mechatronics for approval to the Board of Trustees. Chair Wilson asked for a motion to approve the BS in Geological Sciences. Motion by Penny Mills, duly seconded by Ginger Chinn. Action: Motion approved unanimously.

Certificate in Functional Genomics, Certificate in Protein Characterization, and Certificate in Genetic Sequencing

Provost Lacourse presented the Certificate in Functional Genomics, Certificate in Protein Characterization, and Certificate in Genetic Sequencing for approval to the Board of Trustees. Chair Wilson asked for a motion to approve. Motion by Mitch Cloward, duly seconded by Penny Mills. Action: Motion approved unanimously.

Certificate in UI/UX Design

Provost Lacourse presented the Certificate in UI/UX Design for approval to the Board of Trustees. Chair Wilson asked for a motion to approve the Certificate in UI/UX Design. Motion by Larry Bergeson, duly seconded by Ginger Chinn. Action: Motion approved unanimously.

Minor in Sports Communication

Provost Lacourse presented the Minor in Sports Communication for approval to the Board of Trustees. Chair Wilson asked for a motion to approve the Minor in Sports Communication. Motion by Penny Mills; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

Emphasis in Economics for BA/BS in Integrated Studies

Provost Lacourse presented the new Emphasis in Economics for BA/BS in Integrated Studies for approval to the Board of Trustees. Chair Wilson asked for a motion to approve the Emphasis in Economics for BA/BS in Integrated Studies. Motion by Penny Mills; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

New Administrative Unit: Center for Precision and Functional Genomics

Provost Lacourse presented Precision and Functional Genomics, a new administrative unit, for approval to the Board of Trustees. Chair Wilson asked for a motion to approve Precision and Functional Genomics. Motion by Larry Bergeson; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

Name Changes**BS Music, Secondary Education to Bachelor of Music Education, BME**

Provost Lacourse presented the name change for BS Music, Secondary Education to Bachelor of Music Education, BME, for approval to the Board of Trustees. Chair Wilson asked for a motion to approve the name change. Motion to approve by Ginger Chinn; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

Certificate in Biotechnology to Certificate in Bioinformatics

Provost Lacourse presented the name change for Certificate in Biotechnology to Certificate in Bioinformatics for approval to the Board of Trustees. Chair Wilson asked for a motion to approve the name change. Motion to approve by Ginger Chinn; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

Certificate in Strategic Communication to Certificate in Public Relations

Provost Lacourse presented the name change for Certificate in Strategic Communication to Certificate in Public Relations for approval to the Board of Trustees. Chair Wilson asked for a motion to approve the name change. Motion to approve by Ginger Chinn; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

Discontinuation**Management Information Systems Emphasis for BS in Management**

Provost Lacourse presented the discontinuation of Management Information Systems Emphasis for the BS in Management for approval to the Board of Trustees. Chair Wilson asked for a motion to approve the discontinuance of Management Information Systems Emphasis for the BS in Management. Motion to approve by Ginger Chinn; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

BREAK

The break began at 9:53 a.m. The General Session resumed at 10:05 a.m.

ACADEMIC AFFAIRS *(continued)***Third Year Review Report for BA/BS in Design**

Provost Lacourse presented the Third Year Review Report for BA/BS in Design to the Board of Trustees for approval. Chair Wilson asked for a motion to approve the Third Year Review Report for BA/BS in Design. Motion by Colleen Kvetko, duly seconded by Larry Bergeson. Action: Motion approved unanimously.

Academic Fees

Provost Lacourse provided a report to the Board on the changes to Academic Fees for approval. Chair Wilson asked for a motion to approve the Academic Fees. Motion to approve by Mitch Cloward; duly seconded by Larry Bergeson. Action: Motion approved unanimously.

Requests for Faculty Emeritus Award Approval

Provost Lacourse presented the requests for Faculty Emeritus Award approval to the Board of Trustees for the following faculty members:

- Dr. Randall Chase, Professor of Communication
- Mr. Joe Green, Associate Professor of History, Political Science and Economics
- Dr. Chip McLeod, Professor of History
- Dr. Dennis Wignall, Professor of Communication Studies

Chair Wilson asked for a motion to approve Faculty Emeritus Award for Dr. Randall Chase, Professor of Communication; Mr. Joe Green, Associate Professor of History, Political Science, and Economics; Dr. Chip McLeod, Professor of History; and Dr. Dennis Wignall, Professor of Communication Studies. Motion to approve by Penny Mills; duly seconded by Ginger Chinn. Action: Motion approved unanimously.

UNIVERSITY ADVANCEMENT

Donation Report

Brad Last, Vice President of Advancement, and Cindy Biehahn, Advancement Services Manager, presented the Donation Report for July 1, 2021, through January 31, 2022, to the Board of Trustees for approval. Chair Wilson asked for a motion to approve the Donation Report. Motion to approve by Colleen Kvetko; duly seconded by Larry Bergeson. Action: Motion approved unanimously.

ADMINISTRATIVE AFFAIRS

Investment Report

Scott Jensen, Executive Director of Business Services, presented the Investment Report for July 1, 2021, through January 31, 2022, to the Board of Trustees for approval. Chair Wilson asked for a motion to approve the Investment Report. Motion by Deven Macdonald; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

HERITAGE COMMITTEE

Heritage Committee Members: Chair Wilson read aloud the Heritage Committee's responsibilities per HB 278S01 *Name Change Process for Dixie State University*, which was codified in statute as UCA 53B-16-502. Chair Wilson asked for a motion to approve the following members of the Heritage Committee: Steven Snow, Co-Chair; Lyman Hafen, Co-Chair; Tiffany Wilson; Danny Ipson; Laurie Lundin; Jess Bills-Brinkerhoff; Kelly Peterson-Fairchild; Adam Lenhard; Kress Staheli; Connor Shakespeare; Ralph Atkin; Betty Barnum; Danielle Larkin; Carmen Clark; Vince Brown; Motion to approve the Heritage Committee's members by Larry Bergeson; duly seconded by Penny Mills. Action: Motion approved unanimously.

The Heritage Committee Charge: Chair Wilson read aloud the Heritage Committee's Charge (instructions to the Committee), which included the Committee's completion timeline, budget allocated for Committee's recommended strategies, expectations of Committee members, and responsibilities of Committee members. The Heritage Committee will present recommendations to the Board of Trustees on Friday, April, 29, 2022. The Board of Trustees, pursuant to UCA 53-16-502, will report to the Education Interim Committee regarding the establishment of the Heritage Committee before the interim meeting in November 2022. Chair Wilson asked for a motion to approve the Heritage Committee's Charge (instructions to the Committee). Motion to approve by Mitch Cloward; duly seconded by Colleen Kvetko. Action: Motion approved unanimously.

Chair Wilson noted that Courtney White is the University staff member Assigned to Assist the Committee.

REPORTS AND PRESENTATIONS

PRESIDENT'S REPORT

Richard B. Williams, President of Dixie State University, thanked Henrie Walton and Brad Last for their work during the 2022 legislative session. He also thanked Senator Don Ipson and Commissioner Dave Woolstenhulme for their support. President Williams asked everyone to join him in congratulating the Chamber's Element Award honorees Dr. Tasha Toy, Assistant Vice President of Campus Diversity and Senior Equity and Inclusion Officer; Kathy Cieslewicz, Director and Art Curator of the DSU Sears Art Museum; Jessica Atkinson, COO, Hygiene Edge and DSU Assistant Professor of Dental Hygiene; and Nina Barnes, Vice Chair of the Utah Board of Higher Education. As a result of the legislative session this past year, youth in the juvenile justice system were given access to higher education at DSU through dual enrollment. One such student, "J.S.," expressed his gratitude in a short journal article. President Williams read J.S.'s article to the Board of Trustees, saying the article was inspirational. For donations and University Advancement, Zonos donated \$180,000 and Vasion donated \$100,000 for the Smith Computer Center remodel and the Graduate Studies Room remodel.

This spring semester, Business Services and Financial Aid worked to quickly distribute over \$8 million of federal HEERF student aid funds to all DSU degree-seeking students. Information Technology replaced 450 faculty and staff computers with new desktops and laptops and upgraded A/V technology in 150 classrooms to promote effective teaching. In addition, IT is working on replacing 244 computers in Holland Building/Library. Facilities Management is working on the old Science Building remodel, which will become the new College of Education Building. Officer Juan Fulgencio-Milan received the NAACP First Responders Award for community engagement, including his work with first generation students and English as a Second Language students. On February 11, 2022, U.S. Department of State-sponsored UGRAD students from IREX and World Learning partnerships were invited to visit the Utah State Legislature, accompanied by Shadman Bashir, Director of International Student and Scholars Office, and Darlene Dille, Associate Provost for Enrollment Management. It was an amazing day for the DSU international students from Pakistan, Russia, Myanmar, Uzbekistan, Jordan, El Salvador, and Afghanistan. President Williams thanked Representative Brad Last, Representative V. Lowry Snow, Representative Walt Brooks, Senator Don Ipson, and Senator Evan Vickers for meeting with DSU's students on a busy day at the Legislature. DSU acquired a remarkable American bison monument from the Safari Club International Foundation. The sculpture was created by renowned artist Douglas Van Howd. COVID-19 cases continue to decline following an uptick early in the semester. President Williams invited everyone to attend DSU's 111th Commencement Ceremony, which will be held in person on Friday, May 6, 2022, in Greater Zion Stadium.

DSU Student Association

Trustee Penny Mills, President of DSUSA, reported that DSUSA was working on a campus "kindness campaign," and they created a student advisory board with club presidents to initiate the campaign. DSUSA have been working on a feasibility study for a new student center with VCBO Architects.

Faculty Senate

Susan Ertel, Faculty Senate President, reported faculty were conducting their annual election to affirm Dr. Julie Chew as the next Faculty Senate President-Elect. Glen Webb will be the incoming Faculty Senate President. A new course survey called "Blue" will be implemented for Fall 2022. Faculty continued to present at conferences and participated in professional development opportunities. Challenges for faculty included reintroducing faculty to social life after COVID-19 and finding affordable housing.

Staff Association

Megan Church, Staff Association President, reported they had great participation at the Health and Wellness staff event. She thanked administration for their work on the Pluralsight agreement as it will present upskill opportunities for staff. She also thanked Utah legislators for the 5% salary increase recommendation. The Staff Association will seek nominations soon for next year's Staff Association elections.

Legislative Report

Henrie Walton, Assistant to the President for Government and Community Relations, reported the Legislative Session updates to the Board of Trustees. Legislators approved funding for 5.75% COLA increase across the state; \$1.6 million performance funding for DSU; \$936,000 in growth funding for DSU; a new General Classroom Building for DSU; approval to bond for Campus View Suites III, and \$3 million (one-time money) for the University's name change process.

Board of Trustees Committee Reports

- Audit Committee: Chair Colleen Kvetko reported work on the Foundation audit was going well. The Audit Committee recently approved next year's audit schedule. Trustee Kvetko and Chair Wilson were scheduled to attend the state auditors' annual meeting in Salt Lake City.
- Finance/Investment Committee: Chair Deven Macdonald said he appreciated the Investment Committee's work.
- Dixie Technical College: Chair Danny Ipson reported that he attended the March 2, 2022, Dixie Technical College Board of Trustees meeting. He asked Trustees if barriers exist for enrolling Dixie Technical College students in DSU's nursing program. Dr. Michael Lacourse, Provost and Vice President for Academic Affairs, responded that DSU's nursing program includes a pathway for students from Dixie Technical College into an Associate's degree. Transferring students are required to pass an exam have at least a 3.7 or 3.8 GPA. DSU's nursing programs are currently very competitive, and the local area lacks eligible clinics.

BOARD DISCUSSION & FUTURE AGENDA ITEMS/PRESENTATIONS

The Board of Trustees requested the following reports and discussions for upcoming meeting agendas:

- Mental Health Services
- Long-Term Strategic Planning (three to four main programs that will define the University in the future)

LUNCH BREAK

The break began at 12:00 p.m. The General Session resumed at 12:19 p.m.

PRESENTATIONS**Academic Innovation**

Provost Lacourse presented on creating a new academic innovation district on the University's new land parcel near the planned community of Desert Color.

Trailblazer Child & Youth Programs

Provost Lacourse presented on the Trailblazer Child and Youth Programs sponsored by a grant from the U.S. Navy.

MEETING ADJOURNED

Chair Wilson asked for a motion to adjourn the meeting. Motion by Penny Mills. Duly seconded by Colleen Kvetko. Action: Motion approved unanimously. The meeting was adjourned at 1:29 p.m.

Date Approved: April 29, 2022