DIXIE STATE UNIVERSITY
MINUTES OF THE BOARD OF TRUSTEES MEETING
Friday, January 28, 2022
Zions Bank Room, Holland Centennial Commons 537
8:30 a.m. – General Session

DRAFT MINUTES

TRUSTEES PRESENT
Tiffany Wilson, Chair
Betty Barnum
Larry Bergeson
Ginger Chinn
Mitch Cloward
David Elkington (virtual)
Danny Ipson
Colleen Kvetko, Vice Chair
Deven Macdonald
Penny Mills

UNIVERSITY REPRESENTATIVES PRESENT
Richard B. Williams University President
Del Beatty Vice President of Student Affairs
Ken Beazer Interim Executive Director of Athletics
Cindy Biehahn Advancement Services Manager
Shane Blocker Staff Association President-Elect, Interim Director of Career Services
Theresa Bondad Assistant to the President
Becky Broadbent General Counsel
Lance Brown Development Officer
Pam Cantrell Associate Provost of Academic and Budget Planning
Cheryle Caplinger Executive Director of Strategic Partnerships
Susan Ertel Faculty Senate President
Bryant Flake Executive Director of Planning and Budget
Chris Guymon Assistant Provost for Adult and Professional Education
Jyl Hall Director of Public Relations & Marketing
Jeffery Jarvis Dean of the College of the Arts
Scott Jensen Executive Director for Business Services
Michael Lacourse Provost and Vice President of Academic Affairs
Stephen Lee Dean of the College of Humanities and Social Sciences
Paul Morris Vice President of Administrative Affairs
Matt Nickodemus Interim Executive Director of Institutional Effectiveness
Travis Rosenberg Executive Director of Human Resources
Jordon Sharp Vice President of Marketing and Communication
Sarah Vandermark Senior Assoc Provost for Academic Success and Dean of University College
Glenn Webb Faculty Senate President-Elect
Kyle Wells Dean of the College of Business
Courtney White Associate Vice President of Executive Affairs and Chief of Staff

GENERAL SESSION

WELCOME

At 8:33 a.m., Tiffany Wilson, Chair of the Dixie State University (DSU) Board of Trustees, welcomed everyone, including University representatives and members of the press, to the meeting. Chair Wilson invited Scott Jensen to introduce to the Board of Trustees the following staff who are new to their positions:

- Char Boshell, Deputy Controller
- Candi Pierce, Bursar
- Sarah Shurtliff, Director of Academic Budget
ACTION ITEMS

Approval of Minutes for November 12, 2021
Chair Wilson called for a motion to approve the minutes of the November 12, 2021, Board of Trustees meeting. Motion by Larry Bergeson; duly seconded by Betty Barnum to approve the minutes of the Board of Trustees meeting held on November 12, 2021. Action: Approved unanimously.

Early Retirement Request
Paul Morris, presented the Approval of Early Retirement Request for Lory Mattucci, College of Business, to the Board of Trustees. Motion by Larry Bergeson; duly seconded by Penny Mills to approve the Early Retirement Request for Lory Mattucci. Action: Approved Unanimously.

ACADEMIC AFFAIRS

Policy Approvals
Trustee Bergeson, chair of the Board of Trustees Policy Steering Committee, provided an overview of the policies for approval. Provost Michael Lacourse presented the following four (4) policies for approval.

- 524 Graduation (Revision)
- 551 Confidentiality of Student Education Records (Revision)
- 605 Textbooks (Revision)
- 620 Open and Educational Resources (New)

Chair Wilson explained the Board would move to vote on all of the policies with one vote. Motion to approve Policy 524 Graduation, Policy 551 Confidentiality of Student Education Records, Policy 605 Textbooks, and Policy 620 Open and Educational Resources by Trustee Larry Bergeson; duly seconded by Ginger Chinn. Action: Motion to approve the policies as listed approved unanimously.

Chair Wilson asked if there were any further discussion, and Vice Chair Kvetko asked if the Policy Steering Committee could review and revise policy for the Foundation over the next six months.

Trustee Barnum commended Academics for the 2021 Academic Report that was mailed out to the community. She said it was very impressive and informational.

Approval of Sabbatical Leave
Provost Lacourse presented the following requests for sabbatical leave for the following:

- Dr. Stephen Armstrong, Professor of English. Motion by Betty Barnum; duly seconded by Danny Ipson. Action: Motion approved unanimously.
- Dr. Kristine Olson, Associate Professor of Psychology. Motion by Betty Barnum; duly seconded by Danny Ipson. Action: Motion approved unanimously.

Approval of Intermediate Review/Continued Probationary Status; Rank Advancement; Tenure; Post-Probation Review; and Final Probationary Review.
Provost Lacourse presented the request to approve faculty for Intermediate Review/Continued Probationary Status; Rank Advancement; Tenure; Post-Probation Review; and Final Probationary Review. Motion by Mitch Cloward; duly seconded by Larry Bergeson. Action: Motion approved unanimously.

New Degree Programs

- BA American Sign Language/English Interpreting and AA in American Sign Language (ASL)
  Allyson Hamilton presented the requests to approve the BA American Sign Language/English Interpreting and the AA in American Sign Language (ASL). Motion by Colleen Kvetko with an addendum follow up with a one-year program report; duly seconded by Danny Ipson. Action: Motion approved unanimously.
AS/AAS in Biotechnology
Dr. Aaron Davis presented the request to approve the AS/AAS in Biotechnology. Motion by Betty Barnum; duly seconded by Larry Bergeson. Action: Motion approved unanimously.

New Emphases
Provost Michael Lacourse and Dean Stephen Lee presented the requests to approve the following new emphases:
- Communication Studies: Human Communication
- BA/BS-INTS: Integrated Studies – Individualized Studies

Motion by Penny Mills to approve the Communication Studies: Human Communication emphasis and the BA/BS-INTS: Integrated Studies – Individualized Studies emphasis; duly seconded by Danny Ipson. Action: Motion approved unanimously.

New Department: Department of Design
Provost Michael Lacourse presented the request to approve the Department of Design. Motion to by Colleen Kvetko; duly seconded by Ginger Chinn. Action: Motion approved unanimously.

Third Year Review Reports
Trustee Barnum provided a summary on the following Third Year Reports to the Board of Trustees.
- Master of Accountancy
- BFA Studio Art
- BS Information Systems and Analytics
- Bachelor of Music Performance

Chair Wilson asked for a motion to approve the Third Year Review Reports for Master of Accountancy, BFA Studio Art, BS Information Systems and Analytics, and Bachelor of Music of Performance. Motion to approve the Third Year Reports by Danny Ipson; duly seconded by Deven MacDonald. Action: Motion approved unanimously.

Academic Fees
Trustee Barnum provided a report to the Board on the changes to Academic Fees. Motion to approve the Academic Fees by Colleen Kvetko; duly seconded by Deven MacDonald. Action: Motion approved unanimously.

HERITAGE COMMITTEE
Chair Wilson provided background on the legislative bills surrounding the institutional name change to Utah Tech University effective July 1, 2022. She also referenced the requirement for the Board of Trustees to establish “a Heritage Committee to identify and implement strategies to preserve the heritage, culture, and history of the region on the campus of the institution, including the regional significance of the term ‘Dixie.’” The ad hoc committee, the Heritage Committee will be composed of an odd number of people from three (3) to nineteen (19) members and is advisory only. All decisions are made and confirmed by the Board of Trustees. Once the committee’s work is completed, the ad hoc committee is dissolved and the report is given to the Board of Trustees for consideration. Members of an ad hoc committee and the chair of an ad hoc committee are appointed by the Executive Committee of the Board of Trustees and then approved by the Board of Trustees.

Chair Wilson stated the Executive Committee recommended two co-chairs for the ad hoc Heritage Committee. The two recommended co-chairs are Lyman Hafen and Steven Snow. They have been contacted by the Executive Committee, and they are willing to serve as the Heritage Committee Co-Chairs. Chair Wilson indicated that she and Danny Ipson are willing to serve on the Heritage Committee. The Board of Trustees will consider at its next meeting the Executive Committee’s recommended Heritage Committee members list.

Chair Wilson asked for a motion to approve the creation of the Heritage Committee pursuant to HB 278S01, along with the appointment of Co-Chairs Lyman Hafen and Steven Snow. Motion to approve the creation of the Heritage Committee, along with the appointment of Co-Chairs Lyman Hafen and
Steven Snow by Danny Ipson; duly seconded by Deven MacDonald. Action: Motion approved unanimously. Chair Wilson indicated the plan is to have the Heritage Committee’s work completed by May 2022, and the Utah State Legislature has appropriated $500,000 to complete this assignment. President Williams said Utah Tech University will need to provide an update to Legislators by November 1, 2022.

BREAK
The break began at 10:39 a.m. The General Session resumed at 10:50 a.m.

UNIVERSITY ADVANCEMENT

Donation Report

ADMINISTRATIVE AFFAIRS

Investment Report
Scott Jensen presented the Investment Report for October - November 2022 to the Board of Trustees for approval. Motion by Danny Ipson to approve the Investment Report as presented; duly seconded by Ginger Chinn. Action: Motion approved unanimously.

REPORTS AND PRESENTATIONS

PRESIDENT’S REPORT
President Williams expressed our sadness by the loss of Dr. Brad Barry, Professor of English, on December 2, 2022. Dr. Barry served at DSU since 1998, and one of his colleagues defined him as a quiet, kind, soul. President Williams has been at the Legislative Session with Henrie Walton attending meetings. Vice President Paul Morris will present at the Legislative Session on Campus View Suites III. President Williams will give a presentation on the new General Education Building. The 111th Commencement Ceremony will be held on Friday, May 6, 2022, in person in Greater Zion Stadium. We have had 90 new COVID-19 cases this week and have noticed that our campus community has increased mask use. The Supreme Court blocked the nationwide vaccine mandate, so we have not had implement a COVID-19 vaccination mandate, although vaccinations are strongly encouraged on campus. University Marketing continues rebranding efforts associated with Utah Tech University. A large-scale awareness campaign will run through June 2022, which includes digital billboards, display ads, SEO, social media, and TV commercials during the Olympics, March Madness, the LDS General Conference, and many other events. Ken Beazer has been appointed as the Interim Athletic Director. The Athletic Director search is underway, and the committee will be chaired by Courtney White. Review of applications will begin in February. Fall Athletics’ GPA was at 3.25, and Men’s Basketball Coach Jon Judkins became the state of Utah’s all-time winningest head basketball coach. The 2021 DSU Academic Report is out. A copy of that report was sent to every household in Washington County. The University received a grant from the U.S. Naval Academy for K-12 STEM Pipeline programming for a total of $30 million over five years. Aaron Davis, Biology Department Chair was awarded one million dollars in funding for a Deep Technology Grant that will create a Center for Precision and Functional Genomics at Utah Tech University in collaboration with Intermountain Precision Genomics. The 35th Sears Invitational Art Show and Sale reception will be held on February 18. The College of Humanities and Social Sciences (CHASS) announced the creation of a Humanities Center in the College that will focus on DSU’s open, inclusive, comprehensive, polytechnic mission. In addition, CHASS will host Scott Hartley, venture capitalist and author of the Fuzzy and Techie: Why Liberal Arts Will Rule the World, to speak on campus February 10. Spring 2022 enrollment is looking strong with growth in our admitted pool by over 190% compared to last year and 70% growth in our enrolled international students.

DSU Student Association
Trustee Penny Mills, President of DSUSA, provided a few updates: Club Rush had 40 plus participating clubs each day, with 350 students who participated in the drawing. The Student Service Branch is headed to Naples, Florida, during spring break to help with Habitat for Humanity. DSUSA met with VCBO Architects about a new student center. The amphitheater project to increase the size
of the stage and add power sources has been completed. They made it ADA accessible. The student fee process has begun, and election information meetings will start next week.

**Faculty Senate**
Glen Webb, reported they are currently in elections to nominate a new Faculty Senate President - Elect. Faculty morale is a current issue with COVID-19, the University name change, critical race theory, and attacks on education in general, but is being addressed. Faculty recently debated asking administration for a masking mandate, but the initiative did not pass.

**Staff Association**
Shane Blocker reported that the Staff Association hosted Breakfast with the President. The Service Committee assisted with Ironman, helped stock the student food pantry, and provided meal cards to students who stayed on campus during winter break. The Professional Development Committee held a training for directors, which was led by Travis Rosenberg and Jordon Sharp. The Health and Wellness Committee hosted “Finding Time for Self-Care in the Workplace.” Staff Development Day will be held May 31, 2022.

**Budget Process**
Paul Morris presented the 2022-2023 Budget Approval Process to the Board of Trustees. The budget cycle each year is determined by two key factors: The Legislative Session and Student Retention. The University’s E&G Budget has had a 97% increase over the last nine years. E&G Revenues come from Tuition ($42,359,600) and State Tax Funds ($52,140,100) for a total of $94,499,700. We budget all of the revenues each year: 3% for Utilities, 22% for Operating Expenses, and 75% for Salaries and Wages. With fees and tuition combined, DSU, SUU, and WSU are all very close in terms of cost per semester. For peer institutions, DSU’s annual tuition is still the lowest. Vice President Morris also presented the 2022-2023 Budget Forecast based on tuition and State Appropriations.

**Retention**
Dr. Sarah Vandermark presented Retention Initiatives and Results to the Board of Trustees. Topics discussed included NCES Graduation and Retention Rates, Freshmen 2021 Cohort Retention Initiatives, and Continuing Enrollment Initiatives.

**BOARD OF TRUSTEES COMMITTEE DISCUSSION/ASSIGNMENTS**
- Executive Committee: Chair Tiffany Wilson reported that the committee met in December to discuss the Heritage Committee.
- Academic Committee: Chair Betty Barnum (reports provided earlier in the meeting).
- Audit Committee: Chair Colleen Kvetko thanked Scott Jensen for his work on Foundation documents.
- Finance/Investment Committee: Chair Deven Macdonald reported they have a good plan to manage risk in investments.
- Honoree Selection Committee: Chair Mitch Cloward provided an update to the Board on upcoming faculty and staff awards.
- Policy Committee: No update provided.
- Dixie Technical College: Trustee Ipson said he met with the Dixie Technical College Board on January 5, 2022.

**BOARD DISCUSSION & FUTURE AGENDA ITEMS/PRESENTATIONS**
The Board of Trustees requested several reports and discussions to include on upcoming meeting agendas.

**CONCLUDING REMARKS**
Chair Wilson thanked everyone for a great meeting.

**MEETING ADJOURNED**
Chair Wilson asked for a motion to adjourn the meeting. Motion by Ginger Chinn. Duly seconded by Betty Barnum. Action: Approved Unanimously. The meeting was adjourned at 1:36 p.m.

Minutes approved on March 11, 2022.