UVU BOARD OF TRUSTEES  
December 2, 2010  
7:00 p.m. – Alumni Board Room

Board of Trustees Members Present  
Janette Hales Beckham  
Deborah Bingham  
Rebecca Marriott Champion  
T.J. Fund  
Ronald K. Hawkins  
Steven J. Lund  
Carolyn H. Merrill  
Doyle M. Mortimer  
Richard Portwood  
Terry E. Shoemaker  

UVU Regular Attendees  
President Matthew S. Holland  
Marc Archambault, Vice President Development and Alumni  
John Balden, Faculty Senate President  
Cory Duckworth, Vice President Student Affairs  
Val Hale, Vice President University Relations  
Linda Makin, Chief Planning, Budget and Policy Officer  
Karen Olsen, Secretary to the Board  
Val Peterson, Vice President Administration and Legislative Affairs  
Mark Wiesenberg, PACE President  
Ian Wilson, Academic Vice President  

Board of Trustee Member Excused  
Greg Butterfield  

Guests  
Ernie Carey, Dean, College of Technology and Computing  
Steven Clark, Professor Behavioral Science  
Student Reporter from UVU Review

Holiday reception guests included members of the Board of Trustees, Foundation, President’s Council and guests.

I. ACTION

A. Oath of Office for New Trustees Deborah Bingham and Ronald K. Hawkins. Trustees Bingham and Hawkins were welcomed as new members. Trustee Bingham is also serving as the Foundation Chair, and Trustee Hawkins has been recently appointed as Audit Committee Chair. Chair Lund administered the Oath of Office to the new Trustees.

B. Academic Calendar Revision to 2011-12. Vice President Wilson explained the request for approval of the 2012-13 academic calendar has been removed at this time for further internal discussion. The request for revision of the 2011-12 academic calendar is regarding fall break. The university has been working with the local school districts to coordinate this break, and the correction would align fall break with the one the school districts have approved. Trustee Beckham motioned for approval of revision in 2011-12 academic calendar for fall break to be the third week in October, rather than second. Trustee Fund seconded. Voting was unanimous.

C. Curriculum. Vice President Wilson noted the Geomatics and Social Work degrees were approved today by Board of Regents.

Action Items

1. Emphases in BS Information Technology
   a. Computer Forensics and Security (addition)
   b. Database Administration and Security (discontinuation)
   c. Web Administration and Security (discontinuation)

Dean Ernie Carey explained this curriculum request. Historically the BS in Information Technology had several emphases. Since that time a new degree in Information Systems has been approved, and the emphases in database and web administration and security became part of this degree, so are requested to
be discontinued under the BS in Information Technology degree. The addition of an emphasis in computer forensics and security is based on an increased level of demand. Questions: 1) are necessary foundational skills taught in the discontinued emphases that students will not receive? No, these are now part of the IS degree. 2) what about students currently in the discontinued emphases? They will be able to complete the program they started, but no new students will be accepted. Trustee Portwood motioned for approval of the addition of the computer forensics and security emphasis, and discontinuance of the database and web administration and security emphases under the BS in Information Technology degree. Trustee Shoemaker seconded. Voting was unanimous.

2. Emphasis in Technology Management in Integrated Technology (addition).
Dean Carey explained the Technology Management degree allows students who have an AAS degree in a technology-related field to receive a baccalaureate degree in technology management and gain the necessary business skills to run a company. This degree will allow students who have interest and credits in different, but related, technology areas to receive a BS in Technology Management with the integration of these multiple technology areas. Questions: 1) who determines whether the different technology related areas are cohesive? The Technology Management area works with the departments or the requested areas, which will approve request. This process is similar to the current Integrated Studies degree. 2) Is it felt this is a transitional degree, or one that will continue? It is felt it will be permanent as it fills a need for students who want to focus in more than one related area. Trustee Mortimer motioned for approved of the integrated technology emphasis within the Technology Management degree. Trustee Champion seconded. Voting was unanimous.

Information Items

1. 3 yr Program Review – AAS Mechatronics Technology. Dean Carey explained they did not get the results they anticipated for a number of reasons—they were unable to hire a faculty member the first year (since have hired one, and have requested one more), and students did not understand the opportunities available for careers using this degree. IM Flash hired the majority of graduates, and provides scholarship monies. Cohort is growing.

2. 3 yr Program Review – BA/BS Economics. Program has been successful with strong headcount. Added benefit is increase in quantitative programs, such as statistics. Linda Makin explained how data is reported in the program reviews, which is very misleading. Regents have set up a committee to rework the tables to better answer enrollment and costs.

3. 3 yr Program Review – BS Biotechnology. Questions: 1) what are plans to occupy space in the new science building for this program? There will be a great deal of space in the new building tied to this program. Much equipment is boxed waiting for building completion to use. 2) What do Regents do with these reports? Regents look at what is proposed in the R401 and if it has been achieved. If the program is not doing well, they will ask questions and want a plan to correct. Regents do have the power to discontinue a program, but typically allow a few more years to make changes.

D. Approval of Trustee Stipend for Scholarships. Karen Olsen explained in 2007, Trustees approved a MOU to apply their trustee stipend to a student scholarship in their name. It has been approved annually, but the original agreement stated the funds would be given to the Trustees as income and reported as a 1099 for income tax purposes. The past several years, the Trustees have requested the monies be given directly to the Foundation. Request is to revise the MOU to reflect this change. Trustee Fund motioned to accept the amended document and approve the waiver of trustee stipend that would be invested directly in a trustee scholarship fund. Trustee Hawkins seconded. Voting was unanimous.

E. Policies

1. Policy 101. Policy Governing Policies. Steve Clark, former Faculty Senate President, and Linda Makin have been working on the revision to this policy for the past two years. Purpose is to bring the policies of the institution in context with their relationship to laws and regulations and the hierarchy within the institution. There are several different approval processes, including regular approval,
temporary emergency, and non-substantive changes. Much research was done with similar policies at other institutions for best practices. Questions: a) Who is the policy steward? One who is responsible for content and shepherding the policy through the process. b) Under 5.1 it states sponsors can be any member of the President’s Council—is there a role for the Trustees? Trustees have the ability to make recommendations on any policies during the process. Trustees stated they often are not aware of policy until it comes for final approval. A regular update will be given to Trustees on policies in process. c) What is the difference between substantive and non-substantive and who makes the decision? It is decided in President’s Council with input from Faculty Senate, PACE and UVUSA. They can also table or change designation. Policy web platform is being updated and all policies will be put in the new format. Trustee Beckham remembers when policy review was undertaken and the many policies that have been revised with much good work. President Holland noted this is the foundational policy for the institution which has had an extremely thoughtful development. A recent change allows for amendment of a specific portion of a policy. Trustee Shoemaker motioned for approval of Policy 101, Policy Governing Policies. Trustee Beckham seconded. Voting was unanimous.

2. Policy 401. University Police (deletion). Vice President explained after review it was felt most of the power listed in this policy is noted in statute or delegated to administration, so policy was not needed.

Policy 424. Responsibility for Facilities (deletion). Responsibility is well known and does not need to be in policy.

Policy 427. Standards for Campus Internal Materials. New policy will bring operations in line with policy. Questions: a) Is it standard for university police to have policy and procedures? This is not standard. Most responsibilities are outlined through POST or in statute. b) How is the Master Plan accessible? The newest master plan is being placed on the web at this time. c) Change in wording on 5.2. Suggestion to change wording to read, “no university employees shall furnish their offices with…” d) What are options for use of personal furniture? John Balden said this was discussed in detail in Faculty Senate. Policy states there are regulations on large furniture, with ability to personalize smaller furniture items. Trustee Fund motioned for approval of Policy 427. Standards for Campus Internal Materials, and deletion of Policies 401, University Policy and 424. Responsibility for Facilities. Trustee Shoemaker seconded. Voting was unanimous.

F. Commencement Speaker. Trustee Fund motioned approval of a list of 15 names for commencement speaker, with the authority for the President’s office to proceed with asking one of the individuals on the list to be the 2011 commencement speaker. Trustee Portwood seconded. Voting was unanimous.

G. January Trustee Meeting. Trustee Shoemaker motioned to hold a short meeting of the Trustees in January to act on a tenure recommendation. Trustee Fund seconded. Voting was unanimous. This meeting will be scheduled when all recommendations have been completed.

II. GENERAL CONSENT CALENDAR

A. Minutes of October 28, 2010 Board of Trustees Meeting.


C. Investment Report for September and October 2010. Investments were up.

Trustee Fund motioned for approval of the General Consent Calendar. Trustee Merrill seconded. Voting was unanimous.
III. INFORMATION

A. Campus Report. 1) President Holland reported on his upcoming trip to the east coast where he will have the opportunity to meet with members of the James Madison program at their 10-year anniversary (including Steve Forbes and George Will). He is also meeting with the president of Penn State to look at their campuses, particularly the community college format. 2) He reviewed the presentation on distance education given to the Board of Regents today. This will need to be pursued much more aggressively to meet growth demands. There are four objectives and four delivery methods—Objectives: integrating new technology across the curriculum, expanding learning opportunities, improving pedagogical quality, freeing up physical classroom space. Methods: on-line (six degree programs wholly on-line, live interactive, broadcast and technology enhanced. 16% of current FTE is distance delivered. 29% of UVU students are enrolled in at least one technology delivered course. Goal is to increase this number significantly in the next five years. What has been done: hired Dan Clark as Director, facilities remodel with two new live interactive classrooms, faculty development to train in technology delivery methods. UVU will focus primarily on technology delivered or hybrid courses and target bottleneck courses, key high enrolled GE courses, and training education students in technology delivery methods.

B. Award of Excellence Guidelines. Kyle Reyes thanked Trustees Merrill and Shoemaker for their work on the awards of excellence review and update. He explained the designation of Trustee and Presidential awards. Trustees award will focus on lifetime or a long-term period of service and presidential awards could be for anything that is considered worthy during that year. He reviewed the guidelines and nomination process, including the nomination packet and approval process. Comments: 1) Suggested having two board members review with president. 2) Discussed award limitation – once in a lifetime or every five years? After much discussion it was decided to have guidelines state award can only be given to the same individual after a period of five years. 3) Discussed whether VP’s should prioritize their nominations. It was felt each individual nominated is at a level to receive the award and deserve the same consideration. 4) Personal interviews were suggested, but it was decided no, the nomination should include the information that will allow a correct decision.

C. Report on Trustee Scholarship Recipients. Vice President Archambault reported on the students who have received the trustee scholarship for this year, and told briefly about the background of Elizabeth Reid, Janalee R. Rosenhower and Peter H. Steadman. These students are very grateful for the opportunity to receive this scholarship. Scholarship will continue to be a general scholarship targeted for financial need and non-traditional students.

D. AGB Conference – April 3-5, 2011. Karen Olsen distributed information on the upcoming Association of Governing Boards annual conference and encouraged Trustees to attend, and to communicate their interest to her soon.

Trustee Mortimer motioned for approval to hold an Executive Session to discuss items approved under the Open and Public Meetings Act. Trustee Fund seconded. Voting was unanimous.

Trustee Mortimer motioned to return to Open Session to approve recommendations. Trustee Fund seconded. Voting was unanimous.

Trustee Merrill motioned to adjourn the December 2 Board of Trustee Meeting. Trustee Beckham seconded. Voting was unanimous. Meeting adjourned at 9:40 p.m.