Dinner guests included members of the Provo/Orem Chamber of Commerce: President Steve Densley, Jon Anderson and his wife Camille, Daniel H. Broadbent and his wife Marilyn, Cynthia Gambill and her cousin Virginia, Stan Lockhardt, Brad Markus and his daughter Michelle, Darrell Cook and his wife Shawna, and Steve Clark. President Sederburg gave an update on UVU including the transition and celebration events on June 30 and July 1.

I. ACTION

A. Strategic Directions 2008-09
Val Hale and K.D. Taylor co-chaired the Strategic Directions Advisory Committee this year. Vice President Hale said they were charged with developing concepts and a focus for the next ten years that would be tied to the mission statement. The four guiding principles from the SDAC are: 1) engaged academic culture, 2) multi-dimensional university experience, 3) sustainable institutional vitality, and 4) dynamic university infrastructure. President’s Council also forwarded four areas of focus for 2008-09 which are: 1) engaged learning, 2) community engagement, 3) university student experience, and 4) resource development and efficiencies. Trustee Campbell asked about the university experience focus. Vice President Duckworth explained they are working on several areas including adding resident engagement coordinators in apartment dwellings close to campus who have a considerable number of UVU students to mentor and encourage the students to engage in campus activities. They created an office of student involvement to begin to build activities to develop avocations. Approval has been given to hire an architect for either an addition or a new student recreation center on campus.

Vice President Hale further explained the PBA conversations will be different this year in that there will be separate campus-wide sessions for each of the four areas of the strategic directions, and separate sessions for divisions and department to discuss operating needs. Dr. Martin noted there will also be a focus on realigning
existing resources. Director Makin added a leadership summit was held recently to discuss each of these four areas of the strategic directions, where ideas were given to move forward in each area. Trustee Campbell motioned for approval of the 2008-09 Strategic Directions. Trustee Watkins seconded. Voting was unanimous.

B. Policies

138. Institutional Review Board. Dr. Loretta Palmer, Associate Academic Vice President, said a successful Institutional Review Board has been in place for several years, but under federal law the institution must have a written policy to protect human subjects while conducting research. This policy has been written following federal guidelines. Trustee Shoemaker motioned for approval of Policy 138. Institutional Review Board. Trustee Merrill seconded. Voting was unanimous.

332. Work at Home. Pat Forbes, Executive Director of Human Resources, said this policy addresses concerns with campus employees working at home on a long-term basis. Policy attachments include guidelines for eligibility, work at home agreement, and home standards safety check list. All work at home agreements must be approved by the respective vice president. Trustees asked how many employees are impacted and were told very few. Trustee Lund asked about a review process and was told arrangements must be reviewed yearly as per the agreement by the employee’s leader. Trustee Shoemaker asked about type of employees and whether Fair Labor Standards guidelines are in place. In the eligibility document it lists types of positions that are best considered, and he was told Fair Labor Standards will be followed. Trustee Lund motioned for approval of Policy 332. Work at Home. Trustee Watkins seconded. Voting was unanimous.

642. Salaried Faculty Overload-Academic Year. Faculty Senate President Chuck Allison said this policy addresses issues that have required a policy with the transition to university, as the policy is currently more of a community college model. Overload is defined as teaching beyond a normal load, and under the new designation as a type II institution that translates to 12 credit hours per semester or 24 per year. There are still areas where faculty will need to work beyond this load, and the policy defines compensation. Trustee Beckham asked about ICHE hours and was told overload is for teaching hours only. Trustee Merrill suggested making Definition F more clear by referring to WCHE definition in Definition H. Trustee Campbell motioned for approval of Policy 642. Salaried Faculty Overload-Academic Year, with the one addition to the definition. Trustee Merrill seconded. Voting was unanimous.

211. Employee Appreciation and Recognition. Vice President Cory Duckworth explained this policy is one that has been recently updated. Several years ago the Expenditure policy was approved which did not allow for any recognition to employees unless it was part of an organized program, such as a Trustee Award. There needed to be a way to recognize achievement on a smaller basis and be able to create a sense of morale. The policy received input from the Business Office and was reviewed for IRS regulations. Policy recommendation is to allow use of institution funds on a limited basis that cannot be cash or cash equivalent. The amount to a single individual in a given year cannot exceed $50. This limit can be adjusted by President’s Council. The total year amount per individual cannot exceed $75, which is IRS regulation. Dr. Martin referred to two recent edits under Procedure A.3: a) wording addition “in compliance with state statute”, and b) Procedure A.4, striking the wording “from their supervisor”. Trustee Watkins motioned for approval of Policy 211. Employee Appreciation and Recognition with two wording changes. Trustee Jenkins seconded. Voting was unanimous.

352. Compensation for Non-Faculty Employees. Clint Moser, PACE President, said this is a revision of an existing policy. The revision was made to allow equity for hiring of both internal and external candidates based on qualifications, experience, and HR recommendations for placement. In the past, internal candidates have been disadvantaged as they were only allowed a certain percentage increase for moving to a higher level position. Policy also clarified some procedures as a result of the recent job slotting review. PACE has worked closely with HR in making these recommendations. Trustee Beckham asked if merit increases are permanent, and for a clarification on Procedure F.3. Linda Makin replied most salary increases
are base, but there can be one-time bonuses based on merit. She explained the order of applying salary increases is done to spread the funding as much as possible. **Trustee Campbell motioned for approval of Policy 352. Compensation for Non-Faculty Employees.** Trustee Lund seconded. Voting was unanimous.

Regent Marlon Snow was introduced and noted the positive way UVU is being viewed throughout the state. The first Master degree proposal was viewed somewhat negatively by some Regents, but they all realized the positive effects of this program. He explained the Regents are currently searching for a new Commissioner of Higher Education. He, along with Bonnie Jean Beesley and Janette H. Beckham, are the Regent Resource and Referral Committee who review President Sederburg and Utah Valley.

C. **Property Purchase.** Vice President Hale explained the negotiation for the lease purchase agreement for the Murdock property close to campus. Regents approved the transaction subject to Trustee approval. Murdock’s have signed an earnest money agreement, with closing scheduled for July 31. The UVU Foundation will lend $2 million at 6% for a 15 year period. It is anticipated the Advancement and Marketing division will move into these buildings. **Trustee Shoemaker motioned for approval of the lease/purchase of the Murdock property located south of the current Advancement building. Trustee Watkins seconded. Voting was unanimous.**

D. **Budget Approvals:**

**2008-09 Appropriated Operating Budget Revenue (Base and Revision 1)**

**2008-09 Appropriated Operating Budget Expenditures**

**2008-09 Institutional Interest Income Budget**

Executive Director of Budgets, Linda Makin, explained Regent policy requires Trustee approval of Institutional Interest Income and Auxiliary Budgets, but not general operating budgets. The UVSC administration has felt this was also an appropriate role for the Trustees, so are presenting it this evening. She went through the budgets and explained the Education and General appropriated operating budget and the Educational Disadvantaged Operating budget. The general budget is realizing a $10.5 million or 9% increase in revenue. Tax funds now represent 54% of total revenue, which is a big change from several years ago when the college received less than 50% state funding. New budget includes 40 new faculty and 40 new staff positions, and operating money for the new library. Educational Disadvantaged is a small account used for counseling and peer tutoring for disadvantaged students, which is supplemented from the general budget and has not received an increase for the past 15 years.

The Institutional Interest Income budget has received good returns during the past year equaling approximately $2.6 million. She referred to decisions made based on PBA review, including the purchase of the Murdock property, part of which will be paid in cash from institutional funds. Institutional contingency is maintained for unforeseen purchases. Trustee Jenkins asked about funding for remodeling of the Murdock property and was told it could be from III, institutional funds, or preferably donated funds. A revision was made to the operating budget based on summer enrollment increases. Summer enrollment is up 14% in FTE and 9% in headcount, with ESL doubling in enrollment this year. Revised budget total is slightly less than $122 million. **Trustee Jenkins motioned for approval of the 2008-09 Appropriated Operating Budget Revenue and Expenditures, and the Institutional Interest Income Budget. Trustee Merrill seconded. Voting was unanimous.**

E. and F. **Rank Advancement and Sabbatical Requests.** Trustee Lund motioned for approval of Rank Advancement to Professor for Dr. Jorma Kirsi effective July 1, 2008. He also motioned for approval of Fall Semester Sabbaticals for Ryan Simmons and Bonnie Kyburz and for Sabbaticals for the 2008-09 academic year for Philip Gordon, James Arrington, and Bryan Eldredge. Trustee Jenkins seconded. Voting was unanimous.
II. GENERAL CONSENT CALENDAR
   A. Minutes of April 10 and April 28, 2008 Board of Trustees Meetings
   B. Investment Report for March 2008. Trustee Campbell asked about procedure for returns on donor restricted accounts and whether they were part of the 5% guarantee. A report will be given at the next meeting.
   C. Human Resources Report for March 2008
   D. IT Hardware and Maintenance Contract. Jim Michaelis said this is a purchase related to the new library where all IT functions will be consolidated, thus requiring more IT data storage. Bid is being prepared.

Trustee Jenkins motioned for approval of the General Consent Calendar. Trustee Watkins seconded. Voting was unanimous.

III. INFORMATION
   A. President’s Report. President Sederburg gave his report during dinner on the status of the university and upcoming initiatives. He highlighted the state-wide review of higher education governance, particularly the direction of the applied technology centers.
   
   B. University Celebration and Transition Update. The Orem Owlz game scheduled for Monday afternoon, June 30, is being moved to a double header the previous Sunday evening in order to allow time for concert setup. Library open house events were noted, along with the Family Fun Fest beginning at 4 p.m. outside the Events Center. Concert sales total 15,000 tickets, and a news release will be sent out regarding open seating, particularly in the grassy areas. VIP dinner will begin at 5 p.m. on June 30 at the ballpark. Concert will begin at 7 p.m. with UVU’s Got Talent (Ronnie Price will be one of the judges), then the headliners for the concert will begin at 8 p.m. Fireworks will begin approximately 10:15 to 10:30 at the conclusion of the concert, and afterwards will be a dance and countdown at midnight on the tennis courts by the Events Center.

Library Ribbon Cutting will begin at 10 a.m. on July 1, and there will be seating for the Trustees under the covered awning. A VIP lunch will follow in the Lakeview Room of the library. It was decided to schedule an official Trustee photograph at 9:30 a.m. on July 1, and Trustees were told to meet at the north awning on the west side of the library.

   C. Capitol Development Projects. Jim Michaelis said each year they are to submit a list of all proposed building projects to both the Board of Regents and the State Building Board. This is the third year the Science Building has been included and is our first priority for this year. The others in order are: Performing Arts Building, Business Building addition, Classroom Building and land banking. If land banking opportunities become available ranking will be moved up, but it must be included on the list in order to make purchases. Trustees asked about the likelihood of funding. Mr. Michaelis said there is concern as the state has indicated they will not bond for capitol projects, which limits the number of projects approved.

Trustee Campbell read the motion to move to Executive Closed Session to discuss matters permitted by the Utah Open and Public Meetings Act. Trustee Shoemaker seconded. Voting was unanimous.

Trustee Shoemaker motioned to return to Open Session. Trustee Campbell seconded. Voting was unanimous.

Meeting adjourned at 9:16 p.m.