Board of Trustees Members Present
Roy Banks
Debbie Bingham
Greg S. Butterfield
Rebecca Marriott Champion
Ronald K. Hawkins
Christopher Loumeeu
Steven H. Lund
Carolyn H. Merrill
Doyle M. Mortimer

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
Alexis Palmer, PACE President
Val Peterson, Vice President Administration and Finance
Kyle Reyes, Assistant to the President
Ian Wilson, Academic Vice President

Board of Trustee Members Excused
Curtis J. Morley
Terr E. Shoemaker

Guests
Lesli Baker, UVSELF Fellow, Assnt Library Director for Public Services
Ernie Carey, Dean College of Technology and Computing
Dan Clark, Senior Director of Distance Education
Donna Fairbanks, Chair, Music Department
Wade Oliver, UVSELF Fellow, Director of Advisor Training and Development
Fred White, UVSELF Fellow, Associate Dean, College of Humanities & Social Sciences
David Yells, Dean, College of Humanities & Social Sciences

Dinner guests were artist Robert Barrett and his wife, Vicki; Audit Committee members, David Jones and Brent Turner; Presidential Interns, Adonica Limon, Anne Squires; and UVSELF Fellows, Jacob Atkin, Lesli Baker, Dan Clark, Wade Oliver, Cara O’Sullivan, Scott Paul, Ron Price, Mary Sowder and Fred White.

Trustee Champion announced the Rebecca Marriott Champion Piano Fundraiser for Music Department scholarships and the piano competition. Evening will include a harvest dinner and performance by Kurt Bestor. Date is November 5, 6 p.m., at the Riverside Country Club. She encouraged all Trustees to attend and invite their friends in the community.

I. ACTION

A. Curriculum

• Minor in Chinese Language

• Interdisciplinary Minor in Chinese Studies. UVU has an initiative to reach out to China to develop partnerships, has held a Doing Business with China conference, and has developed curriculum programs to provide minors in Chinese Language and Chinese Studies. These are the first two academic programs that have been developed, with a third being developed in Chinese Commerce. There are around 8,000 Utah elementary students in dual immersion programs in Mandarin Chinese. The Chinese language minor will help prepare students to teach Chinese in the high schools. Two exceptionally qualified scholars have been hired, and there is a search for a third hire. Questions and comments: 1) Explain the financial information in section 5 relative to head count. Head count is based on FTE. A freshman may not take the discipline classes until they reach upper division, even if they have declared a major. The program financials are based on new classes that are required. Since it is a minor, students are majoring in other disciplines, so costs are proportional to classes required for minor. 2) How do fees relate to total revenue? The section labeled fees should be labeled “tuition generated by new FTE”. We have already put in place the faculty from growth monies in the past few years, so this is a cost that has already been covered. 3) When you add a new program it appears to be a direct cost. What are the institutional indirect costs for a new minor? There are minimal costs for a new minor. Costs come when more students require additional faculty, advisors, labs etc. Dean Yells added minors become recruiting tools because having the additional background skills is appealing to students and is marketable. 4) Was the minor developed out of student interest or was it faculty driven? It is based on student and community demand, particularly the business community who wants to prepare students who can do business in China. The business engagement strategy group listed Chinese as one of their top initiatives, and there is also a need
to build on the public school dual immersion programs. The Chinese government is funding a faculty member this year.

- **Minor in German.** Dean Yells said we have courses and faculty in place for the German minor, with much student interest that is anticipated will be sustained. Germany is #3 in the state in business dealings with companies in Utah. UVU has begun a study abroad relationship with Germany and will be doing more.

- **Bachelor of Music (BM) in Performance.** Department. Chair Donna Fairbanks said this degree is also student driven. A majority of students in the music program have asked for a performance degree, along with 75% of new students. Very qualified faculty have been hired. The program is unique in that the elements of music performance can link to a commercial music program. President Holland noted in the spirit of our mission, this is not a traditional music program, and the addition of the commercial music elements will help students develop themselves musically and artistically but also become better employable. It will lead to a dedicated commercial music program and music educators. Comments and questions: 1) *What is current faculty training?* Most of our existing faculty have music performance degrees. It is a prestigious and respectable degree. 2) *Most music programs are geared towards classical—will there be an effort to consider more popular performance training that is more marketable?* That is one of the things this degree will provide, to train students in many different genre with the addition of commercial music. Students have to have the core classical training, but their work in the recording studios will increase their chances for good employment. 3) *There is a difference between being a performer and an entertainer—suggested adding theater classes to help in that area.* Other experiences can be provided for students.

- **Name Change-Pure Mathematics Emphasis to Mathematics Emphasis.** This change is a result of readjustment in the math department. Current math degrees are provided in actuarial science and pure mathematics (theoretical), both designed for students going on to graduate programs. The term “pure” mathematics is no longer used, so is being dropped.

- **Addition of Applied Mathematics Emphasis within the BS in Mathematics.** Many students are interested in math for jobs that require a good applied math background, hence the need for the applied mathematics emphasis.

- **Discontinuance of Electrical Construction Apprentice (JATC) Emphasis within the BS in Technology Management and Discontinuance of Electrical Union Apprentice (JATC) Emphasis within the BS in Technology Management.** Request is for discontinuance of two apprenticeship programs. Dean Carey said we found a few years ago that very few students were finishing the apprenticeship degree. They would attend long enough to gain skills for employment, and when they got their journeyman license, they would drop out. Employers also didn’t require the degree. At the same time, we found the ATC’s were offering apprenticeship. In the past four years we have moved all apprenticeship courses to the ATC where it is also less expensive for students and a better fit. UVU has added an AAS in Technology. A student can bring their journeyman license and be evaluated for credit towards a two-year degree. It can also articulate into the four-year Technology Management degree. The students in these two programs have already transferred to the MATC, so no students will be disadvantaged. 1) *What types of trade degrees remain at UVU, particularly in construction?* Construction Management has four-year and two-year degrees. We also have a degree in EART (electronics and robotic technology), which provides an electrical license. Plumbing and HVAC have been moved to the MATC. 2) *What is the relationship between UVU and MATC?* The MATC used to be part of the college. It is now part of the UCAT system, which is a separate system from USHE, with different administration and board and separate state funding. UVU does for-credit and MATC does non-credit. Dean Carey added we are working on an articulation agreement with the MATC for the AAS in Technology degree. 

Trustee Loumeau motioned for approval of all curriculum requests as listed. Trustee Champion seconded. Voting was unanimous.

B. **Postponement of Sabbatical.** Trustee Lund motioned for approval of sabbatical postponement for Bryce Rytting from Fall 2011 to Fall 2012. Trustee Merrill seconded. Voting was unanimous.

C. **Adjustment to Easement.** Vice President Peterson said the request is for an additional easement along the on-ramp of I-15 near UVU and is comprised of .126 of an acre where the power lines cross UVU property. UDOT built a detention basin on the other side of the freeway and UVU utilizes about 1/3 of the storm water potential. As part of our financial consideration for the easement, we have negotiated a trade for reimbursement of the storm drainage basin, which will constitute payment in full. Value of the storm basin is $500,000 and the value of the easement would be $175,000. Trustee Hawkins motioned for approval of the trade for .126 acres of property along the southwest campus perimeter to UDOT in exchange for payment in full of UVU share of the storm drainage basin. Trustee Banks seconded. Voting was unanimous.

D. **Contract for Nebo School District Satellite Campus.** Vice President Peterson explained Nebo School District has rented UVU facilities in the past with no contract, but felt with increased costs, and the fact Alpine District has a contract, it was reasonable to propose a contract similar to Alpine District’s. Lease would be $14,000 a year to teach courses in the Nebo School district for a period of five years. Questions and comments: 1) *Asked about #4-
termination clause and if any portion of the lease term is ratable? Because this is done as five one-year terms from August to July, if Nebo terminated they would need to give us enough time to find another place, which can be done over the summer. 2) Does the last sentence of #4 contradict this? We will go back and fix this. Trustee Merrill motioned for approval of the Nebo School District facility use agreement contract for satellite campus locations. Trustee Loumeau seconded. Voting was unanimous.

E. Commencement Speaker/Honorary Degrees. Trustee Champion motioned for approval of three honorary degrees for 2012 Commencement. Trustee Loumeau seconded. Voting was unanimous. Names will be announced early February.

F. Trustee By Law Changes. President Holland noted at the last Trustee meeting there was a proposal to bring in a 2nd Vice Chair as part of Article 6 in the By Laws. Three modifications to bylaws are proposed as follows: 1) As the university gets larger, it was felt there needed to be additional support in the Executive Committee of the Trustees, and appointing the Audit Committee Chair as 2nd Vice Chair would provide more governance from the financial perspective and also for succession. 2) Provide opportunity for the president or cabinet to give input for trustee leadership. 3) Add language that chair or vice chair can serve two terms. Questions: a) Would the chair or vice chair be re-nominated or re-appointed, and will the full board have an opportunity to nominate? Yes, it would be opened to the full board to nominate others after names are presented. c) Is there any downside to having two vice chairs? This reflects current practice, as the trustee secretary position noted in the By Laws has functioned in this role. The new title better represents the role and responsibility of the position. Trustee Banks motioned to approve changes in the Trustee By Laws as presented with the addition of “as ratified by the full board” under Article VI.3. Trustee Mortimer seconded. Voting was unanimous.

G. Academic Reorganization. Vice President Wilson explained the two parts of the reorganization, and distributed handouts on rationale and organizational charts.
1) Separation of the College of Technology and Computing into two colleges – one would remain Technology and Computing and the other would be the College of Professional Studies. The current College of Technology and Computing is the largest and most complex of any college under one dean. The two colleges will still remain diverse, but more manageable. Dean Carey will remain as dean of the College of T&C. A new dean will be chosen for Professional Studies. 2) Establishment of a School of Aviation Science under a new College of Professional Studies. Aviation Science has been a department in the College of Technology and Computing. It is an academic department with a four-year degree and flight operations, which oversee the airplanes. There is also a large distance education program. Proposal is to combine these under a new School of Aviation Science. Dean Carey added the aviation department in the past six years has grown from 4 to 11 full time faculty with a commensurate increase in planes and equipment. They have separate academic support for the 1500-1800 students in the Global Aviation program. It is a very complex organization. Questions and comments: a) What degrees will be offered in Professional Studies? BS in Criminal Justice, Forensics, and Emergency Services, plus multiple AAS degrees in these disciplines. Utah Fire and Rescue Academy and Police Academy are located here. UVU has the state mandate for fire fighter training. b) Is there enough synergy between departments to make it work? There are many similarities in off-budget and on-line programs, c) What are the incremental and administrative costs? An associate and assistant dean funding line will be repurposed. The extra cost will be moving an associate dean to a dean position, which is minimal. d) It was noted the name College of Professional Studies did not reflect what departments it represents. Suggestion was made to call it the College of Aviation and Public Services. Trustee Champion motioned to approve the academic reorganization as presented with the amendment that the College of Professional Studies be named the College of Aviation and Public Services. Trustee Lund seconded. Voting was unanimous.

II. CONSENT CALENDAR

A. Minutes of September 8, 2011 Board of Trustee meeting.
B. Human Resources Report for August 2011
C. Investment Report for July 2011. Question was asked why there was no interest earned on the American Fork Bank savings account. It was felt this could be a result of the recent movement of account to Merrill Lynch. Val Peterson will investigate and give a response to Trustee Hawkins.
C. UDOT Permanent Easement.
D. Ventana Student Housing Contract

Trustee Mortimer motioned for approval of the Consent Calendar. Trustee Banks seconded. Voting was unanimous.
III. INFORMATION

A. Campus Report. 1) Tomorrow is the President’s Scholarship Ball, and is a significant event for scholarship funding. This is the 70th anniversary of the institution, and the president will be announcing a record success in funding raised for scholarships. The challenge President Holland gave at last year’s ball to raise $2 million will be exceeded. In the past new gifts and pledges were around $1/4 million annually. There will also be a silent auction, which is new this year. Chair Butterfield encouraged Trustees to look ahead to next year and invite friends to attend. 2) Purchase has been completed on the 100 acres of Geneva property. It immediately gives UVU 900 parking stalls and much flexibility to develop intramural fields, which will, in turn, open more of the campus footprint. 3) The Center for Constitutional Studies was approved at the last meeting. President Holland was gratified by the unique encouragement with such a large gift given to an academic program. It will put UVU on par with elite institutions that have similar programs. We hope to bring in star faculty members to speak on timely issues. 4) Response to rollout of the Unique Educational Mission, particularly structured enrollment, has generated much positive attention by the press, including editorials, one in Salt Lake Tribune that shows support for structured enrollment and for the institution, and calls for the community to help us achieve these goals. 5) President Holland reported today UVU has headlines in all three major papers announcing that we are now the largest Utah institution of higher education. President Holland responded to the press, including KSL and KUTV, after a discussion with Cabinet. It helps that the pictures show very crowded hallways, as we are asking for a new building. It gives us a chance to talk about the fact that there is a demand in this region for higher education and we are meeting this demand. Students are seeing the value by coming and staying. Our biggest growth is in our junior and senior classes, so students are staying and completing. 6) Enrollment highlights include: increase of 725 students or 2.2%; increase in technology delivered courses (Dan Clark, Sr. Director of Distance Education was introduced) which enhances the learning experience and creates more efficiencies--hybrid courses nearly doubled, live interactive courses increased 43.75%, internet courses grew by 12%; female populations grew by 4.5%; Hispanics by 16% (Latino initiative is having a long-term impact, and UVU has one of the largest Hispanic populations of any state institution). Enrollment concerns are: decrease in number of first time freshman, which can ultimately cause an overall decrease in enrollment and lead to funding challenges. We are asked why we do marketing when we are growing, but we need to continue to recruit new students to the institution. The high school population continues to grow. 3000 students were admitted as freshmen, but did not enroll. There could be many reasons, but anecdotal evidence (we are surveying) suggests that many of them couldn’t get the classes they need because of space constraints and instructors. In a time when the state is trying to increase participation in higher education and having 66% of adults with some form of higher education, this is an increased concern. UVU is designated as one of the four growth institutions in the state, and yet we are facing limits in being able to provide classes. Other challenges: a) UVU is at the bottom of state institutions in square feet per student. We are pushing for an additional large classroom building that would contain 60 classrooms, 150 offices, 20 study rooms and a large classroom. b) UVU receives the smallest percent of state funding of any institution. An equity study is just being finished and shows UVU as the outlier in terms of its percentage of budget provided by the state, and given our mission and role a much higher percentage should be coming from the state. The Commissioner’s Office is forwarding a budget request that asks for equity funding. Question was asked if increased funding would take away from other institutions. President said the Regents have determined that they will not take money away from any other institution, but moving forward they are proposing that the University of Utah and Utah State University would need to rely more on tuition, which will allow more funding for equity. It will be a multi-year effort.

B. Preparing Trustees for the Legislative Session. Vice President Hale distributed information packets to the Trustees and reviewed the contents. He urged Trustees to contact legislators they know or could be influential, and let him know of any personal connections. Questions and comments: 1) what is more effective--writing or meeting in person? Answer is both- e-mail is effective, but with a personal relationship call and write, and do both several times. 2) It was noted if you write to them, tell them you are one of their constituents. He encouraged Trustees to contact their own legislators early and often, and can arrange meetings during the session. Trustees are influential because of their position at the university and within the community.

C. Foundation Report. Trustee Bingham gave an update from the Foundation. 1) They are currently working on a three-year strategic plan for the growth of the Foundation, along with Alumni Development, and will have some policy revisions. Even though we have state laws that protect us against GRAMA requests, we need to be able to protect our anonymous donors, and will update the gift acceptance policy. The Foundation has accepted land in the past without a plan. 2) The first Advisory Council event was successful with over 100 in attendance where the president reported on institutional planning. 3) A Trust was approved that was originally targeted to Turning Point and $50,000 in one-time money was allocated to keep the program going. 4) $450,000 was committed to Wee Care from the university along with a $100,000 pledge. 4) Foundation fully funded the Matt and Paige Holland endowed scholarship. The Foundation is also endowing a scholarship for a master-degree student.
C. 2012 Board of Trustee Calendar Update. After input from Trustees, one change will be made in the 2012 calendar to move the December meeting to December 6, 2012. Final calendar will be posted on the web and sent to Trustees.

D. Trustee Approval for Expenditures. Information on current procurement procedures was distributed. We want to make the time in Trustees as productive as possible and allow time for strategic discussion and counsel. The expenditure policy references appropriateness of expenditures, and Regent policy states the trustees can defer to the president on expenditure approvals. Our current policy states Trustees must approve all expenditures over $150,000. Benchmarking at similar state institutions showed that very few had the same practice. In order to give protection for decisions made, and to allow better use of Trustee time, the following proposal was made: Expenditures from $150,000-500,000 would be approved in President’s Council, anything over $500,000 would require Trustee approval. Proposal was reviewed earlier with Chair Butterfield who supported, and noted the Audit Committee provides leadership from the governing board. He also supports having more focus on strategic initiatives. Comments: 1) It is more of an internal control issue to protect the president and to safeguard and monitor the budget and finances of the institution. Expressed concern on moving thresholds of approval, but noted internal controls are there to protect individuals at the institution, 2) Trustee Hawkins said one of the major responsibilities of the Audit Committee and the new Director of Internal Auditing is to monitor internal controls, and the audit committee is very focused on this. State auditors audit the university financial statements each year. There are also sectional and department audits conducted by the internal auditor. 3) Trustees will continue to approve certain contracts such as those that are beyond five years in duration, and any real property. This expenditure policy covers current expense and day to day operations. The $500,000 level will translate to approximately 1/3 of 1% of total expenditures.

Trustee Lund motioned to hold an Executive Session to discuss items covered under the Open and Public Meeting Act. Trustee Banks seconded. Voting was unanimous.

Trustee Merrill motioned to return to Open Session for approvals. Trustee Lund seconded. Voting was unanimous.

Meeting adjourned at 9:58 p.m.
IV. EXECUTIVE SESSION.

1. Sabbatical Extension. Vice President Wilson explained last year Trustees approved a sabbatical for Bryce Rytting for this academic year. In the meantime, the search for a faculty member in music theory was not successful, so the chair of the department asked if he would postpone his sabbatical while the search was continued. Request is to move to begin Fall 2012.

2. Commencement Speaker and Honorary Degrees.

Commencement Speaker
Input was taken from the Trustees at the last meeting on priority for commencement speaker with results tabulated. Erin Gruwell was the top candidate. She was extended an invitation and has accepted. She has a great story, is a great speaker, and fits with our commitment to inclusion. She typically receives a significant honorarium to speak which goes to her Foundation. In discussing this we let her know we had a trustee commitment that we would not pay a large amount for a commencement speaker and she graciously agreed to accept a generous travel stipend of $5000, and can keep the excess from travel for her foundation. She did give up another speaking engagement to do this. We will wait for the announcement until the formal acceptance, and decided to announce the speaker and honorary degrees in early February. Chair Butterfield asked that Val Hale discuss in a future meeting how best to market the announcement.

Honorary Degrees
Honorary degree is typically presented to the commencement speaker.

President Holland reminded Trustees last year we offered one to Bill Child but he had a preexisting commitment and graciously offered to defer. He has done a lot in the community and the business field and has the potential to help the university. It was suggested he have a book signing, but Vice President Wilson pointed out he has done that in conjunction with his address at the Executive Lecture Series.

It was felt Dallin Oaks should be invited to speak if he were given an honorary degree.

Trustee Champion said Linda Curley Christensen is a fabulous artist who teaches and has done much international work and received many awards. She is very well thought of. She suggested her as someone from the area with a national and international reputation. She has also volunteered to paint a large mural at UVU, for the cost of her supplies. She likes the engaged learning focus at UVU and would like to use students. She has been on campus to look at potential sites, one of interest being in the new student center long hallway which would have much visibility.

Gladys Knight. She also fits the inclusive focus. It was suggested we make a connection with her to establish a relationship and consider for next year. Trustee Lund thought if we could get her to come, we should ask her to both sing and speak.

Janette and Ray Beckham. Discussed their community service and stature in the community, and will consider for next year.

Honorary Degrees approved:
Erin Gruwell
William Childs
Linda Curley Christensen