Dinner was held earlier with the Associate Vice President of Athletics, Mike Jacobsen, and Coaches Cathy Nixon, Chris Curren, Sue Nyhus, Sam Atoa, Eric Madsen, Brent Anderson, and Rachel Hartgrove.

I. INFORMATION

A. President’s Report

A. Campus report

- New VP of University Relations. We recently completed the search for a new Vice President of University Relations and hired Cameron Martin. This position had a portfolio that brought together multiple areas, and we were pleased to find someone who had expertise in economic development, legislative relations, and marketing. Vice President Martin also has support from the Salt Lake business community and the local community. Dr. Martin said challenges are to build those relationships and leverage for funding top priorities.

- Legislative funding priorities. President Holland reviewed UVU’s top funding priorities.
  
  o 1) Classroom building. Building design is 250,000 sq. ft. and will provide a facility for many people in an efficient manner. It will be one of the largest campus buildings in the state with 200 offices, 20 study rooms and a 1000 seat auditorium. We are running out of space for faculty, and after carefully reviewing, this will provide the most efficient way to serve the most students. The large auditorium will provide opportunities for many events and learning. Tom Holdman is working on an art glass piece that could line the outside halls. Even with the new Science Building, we need the space for immediate needs, along with long term growth. Design is being completed and building should be shovel-ready by the end of the legislative session. Price is $55 million, which has gone up because of material costs.

  o 2) Compensation is first priority in Regents budget. We want university employees to be treated like all other state employees and not be required to raise tuition to provide employee compensation that would also increase costs to students.

  o 3) Second Regent priority is mission-based performance funding and equity. Request is for $8 million for each category. This was decided with a coalition of Presidents to provide a percentage of budget for flagship schools, and equity to underfunded institutions such as UVU and SLCC. UVU is currently 40.8% state-funded.

  o 4) Third Regent priority is working towards the 66% state goal. To reach this goal would require 26% in growth. Presidents are proposing to the state if they are serious about this goal, additional funding will be
Chair Butterfield noted one thing on the Trustee survey where we fell low is helping facilitate issues with the community, and this is a good opportunity. President Holland indicated Trustees will be given educational materials to review, including information on priorities, to share this message with their networks.

Next steps: a) Coordinate efforts with Education First. b) Trustees can most influence by meeting new Senators and Representatives and talking to them about these issues and how important Utah County is in influencing these decisions. Also talk to other legislators they may know. c) Could also do a Trustee Op Ed piece

Trustee Morley said the Alumni Board goes to the Capitol for a day to meet with legislators. It was noted now is the time to meet with legislators because many decisions are made early. Also, legislative leadership races will be crucial.

USHE is sponsoring a regional meeting with legislators on Thursday, December 6, and Trustees will be invited, along with Regents.

- Continued Implementation of UEM/Strategic Plan for Managing Growth. This will include exploration of satellite campuses. Cory Duckworth and Maureen Andrade have been charged with developing a committee to look at key questions, and will focus primarily on what a comprehensive branch campus should be, costs involved, and examples of best practices inside and outside the state. They will report to Cabinet next spring with options. Comments:
  - Trustees liked strategy and vision
  - Asked if we could share resources with other universities or business. If there are degrees warranted that we don’t offer, we will review what is offered at other institutions
  - Asked for update on Wasatch Campus. It remains around 350-400 students, mostly evening. We are in discussions with a local apartment provider to partner on housing options, which would improve enrollment

- Enrollment. Enrollment is down for fall semester. We are at 31,556 headcount, down from 33,000 headcount last year. We are still up in continuing students, particularly juniors and seniors, but down a little in new freshmen. Biggest decline is in students more than a year out of high school. This could be because of new expectations from structured enrollment. Concurrent enrollment has also gone down because of change in policy to no longer provide concurrent enrollment outside of service region.

- Potential Impact of LDS Missionary Service Change. This is an issue we are wrestling with, along with other institutions. Michelle Taylor presented the latest planning:
  - We want to capture students in high school and defer their admissions. Three years ago we began a leave of absence program for retention, which was programmed into the system and has been very successful. Our recruiters are telling high school students to apply. This will allow students to create FERPA releases so parents can communicate with advisors, and help them register. Information can be sent to parents as their return date gets closer, and awarded scholarships will be held. Upon return they will receive priority registration. A Q&A sheet has been developed that answers these questions and more. Dr. Taylor noted 84 students had indicated an interest in withdrawing now, and they will be speaking to them individually. These same accommodations will be extended to other deferred students, such as those on military leave, child birth, etc.
  - Because of decrease in enrollment for both non-traditional students and freshmen, we need to increase recruiting. We will reach out to businesses that provide tuition benefits to their employees, and conduct more community open houses. International recruiting will be increased.
  - We are responding as quickly as possible. Over a few years, we expect enrollment to even out. The pipeline of K-12 students will be increasing a few years, and we need to continue to plan for long-term growth.

- Foster a culture of safety and emergency preparedness. Robin Ebmeyer has been hired as safety director. She previously headed the emergency preparedness program at IHC and is a national consultant. We have instituted a new text alert program, have emergency cards for administrators, updated response guides, have conducted leadership training, and will be doing simulation experiences. We are also working on policy for minors (under 18) on campus, and have looked at lessons learned from Penn State.

- Athletic Conference. President Holland commended Mike Jacobsen and Cory Duckworth for their hard work in the making the WAC invitation possible, and to now be in a regional and respected athletic conference. There will be a $450,000 entrance fee. We are still waiting to know the annual fee, which will be determined based on the final schools in the conference. There will also be a post-season sharing plan, based on media market.
B. Trustee Evaluation Findings
Chair Butterfield will follow up with each individual Trustee for specific feedback, and indicated most positive comments centered on student success.
Areas of improvement include more efficient meetings and tighter agendas, also opportunities to move forward with broad goals and strategic thinking, and an opportunity to make a difference in community fundraising for scholarships and endowments. Chair Butterfield will follow up with President Holland and Vice President Archambault on annual goals and opportunities to influence others in the community.

One area of weakness is an effective Trustee orientation program. Chair Butterfield referenced the annual AGB conference which provides excellent training, and Vice President Martin said training with the Regents will be coming soon. Karen Olsen will forward information on AGB Conference.

C. Foundation Report
Vice President Archambault said in 2012 to date, we have received 1541 individual gifts which is up 83% from last year, the popularity of supporting Wee Care being a noteworthy contributing factor. Of the $3.8 million raised thus far this year (up 50% from last year), 35% is cash, and 65% pledges due within the next 7 months. They are also anticipating a strong October.

D. Audit Committee Report
Chair Hawkins reported we have a robust audit committee, which met earlier today and reviewed reports on seven audits completed since last meeting. They include: 1) issues in payroll procedures and approvals that are widespread and are being corrected by having supervisor become more aware of the need to approve all time cards. 2) a university program that has been loosely run and has violated several procedures that pose an integrity concern. These are being corrected and procedures followed more closely. Audit Committee also reviewed with David Jones legal issues that are facing the university, two of which could have monetary implications, otherwise the university is in good shape.

II. ACTION
A. Curriculum
1. BA/BS in University Studies. VP Wilson said this is a specific, unique degree that will address a) those students who come with very specific career objectives that are not met by traditional degrees, but are brought together by different academic areas, b) students who have been out for a time and want to complete a degree using what they have earned to complete. We think this provides an opportunity to increase the number of degrees awarded and encourage former students to return and complete. Dean KD Taylor and former associate dean, Maureen Andrade developed this degree, with similar degrees being offered by other universities. Questions and comments:
   • Very impressed that this degree can be used to encourage former students to return and complete.
   • What is the value of the degree in the marketplace? It is assumed that many of these students will already have jobs and will use this to complete a degree. This degree could help in career progress, also for those students who want to go on for a master degree. This degree provides a broad background for a Masters program. Graduate program directors were consulted and they indicated it would be considered equal to other degrees. Most post-graduate programs are not looking for a specific discipline, but are looking for students who have critical thinking, problem solving and communication skills, and this degree is very focused on developing these skills. Advisors report they get a lot of requests for this type of degree to help career advancement.
   • Because of the fast changing nature of the business world, it would accommodate and provide flexibility.
   • Will this cause a student to be in school longer? A student cannot matriculate without 60 credit hours. These students have taken their general education courses and typically are a more mature student, which has been the case at other institutions offering this degree. They also tend to be top students who want a faculty mentor, and to work closely with their advisors to plan curriculum to reach their career goals. It has a lot of rigor built in, and must be signed off by two Deans, with much oversight along the way.
Trustee Morley motioned for approval of the BA/BS degree in University Studies. Trustee Acerson seconded. Voting was unanimous.

2. Minor in Constitutional Studies. Rick Griffin, new Director of the Center for Constitutional Studies, summarized the minor. This minor provides opportunity for students across the university to take advantage of the Center programs and faculty. Because the constitution is the fundamental law of the nation, it is very important that students understand it regardless of their major. It will strengthen the political science program, but also allow many other students to add to their programs. We anticipate it will be a top program nationally and is tailored after other leading national programs. Minor requires 21 credits, 12 required and 9 elective. One new required course and two electives will be added, and all other courses are in place. Dr. Griffin was thanked for his leadership with the Center, and
the support of the political science department. It adds a new dimension to the inclusive UVU experience. Trustee Lund motioned for approval of the Minor in Constitutional Studies and Trustees Workman and Champion seconded. Voting was unanimous.

B. School of Education Program Review. Regent policy requires review of academic programs every seven years. Dean Farnsworth provided an overview of the School of Education. The school contains Elementary Education and Secondary Education with 16 content areas, a certificate and AS degree in Early Childhood, and a Master program which began in 2008 (4th cohort graduating in the spring). Five years ago they had a national accreditation and in January will have their second review, which will then be good for 7 years. Questions and comments:

- How many students in the School? Just under 1,000
- What are placement rates? They are relatively high at 80-85%, and primarily in Utah.
- Asked about weakness noted by last Accreditation. Dean Farnsworth said at the time of accreditation, the Secondary Education program had only been in place two years and was short of data, which has now been provided. He doesn’t anticipate any problems renewing national accreditation.
- Does the School have any endowed scholarships? There are two undergraduate endowments, and one master degree one that is not fully endowed.

Review will now go to Regents. It was noted the School of Education has grown from 30 to 1000 students during Dean Farnsworth’s tenure and played a critical role in gaining university status. Dean Farnsworth will be retiring in December and will be missed. Trustee Workman motioned for approval of the School of Education Program Review. Trustee Acerson seconded. Voting was unanimous.

C. Honorary Degrees/Commencement Speaker. Recommendations for commencement speaker and honorary degree recipients were discussed in closed session. Trustee Champion motioned to give authority to President Holland to choose the commencement speaker, and recommend honorary degree recipients. Trustee Morley seconded. Voting was unanimous.

III. CONSENT CALENDAR.

A. Minutes of September 20, 2012 Board of Trustee meeting.
B. Human Resources report for August 2012. Trustees asked that the reason for leaving be indicated so they can be aware of any issues. Vice President Peterson will follow up on this, and indicated UVU’s retention rates are relatively low at 8.5%, compared to peers.

C. Investment Report for July 2012. VP Peterson referred to the Foundation report. Top section lists percentage of monthly return, with a visual line graph and pie chart. The University investments have gone up substantially because of the money put into Wells Fargo investment. In Audit Committee it was noted that the Key Bank percentage is low because it reflects only the three months it has been there. Key Bank was recommended by the investment committee based on rate of return. Trustee Hawkins said university funds from PTIF are with Wells Fargo, and are expended to different areas.

D. Institutional Interest Income 2011-12 Actual Budget and 2012-13 Revised Budget. Ellen Sweat explained the 2012-13 annual budget was approved by Trustees in June, and this is a revision of that budget with funding for internships and increase in membership fees for the country club, which cannot be funded with appropriated monies. Trustee Champion volunteered use of her Salt Lake Country Club membership for the Trustees and university. Actual expenditures for last fiscal year were noted.

Trustee Acerson motioned for approval of the Consent Calendar. Trustee Hawkins seconded. Voting was unanimous.

Meeting adjourned at 10:16 p.m.