

III. INFORMATION

A. **Ballroom Dance.** The UVSC Ballroom Dance team returned today from competing at the International Championships in Blackpool, England. Director Scott Asbell displayed the silver cup they received for 1st place in Standard Formation. The team also received 2nd place in Latin Formation. A short video of the competition was shown. He reported while there they were invited by the World Health Organization to participate next year in a fund raising event in Zurich.

B. **Resolution of Appreciation.** Trustee Mower read a Resolution of Appreciation for Trustee David Bradford who has moved and has submitted his resignation from the Board. Trustee Mower motioned to adopt the Resolution of Appreciation for Trustee Bradford. Trustee Sumsion seconded. Voting was unanimous.

Trustee Campbell suggested Resolutions of Appreciation from the Trustees be given to individuals or groups on campus who have exhibited outstanding achievement, such as the Ballroom Dance team. This will be done at the August meeting.

C. **Other.**

Trustee appointments. Trustee Mower reported replacement or reappointments of Trustees are being considered by the governor with interviews currently taking place. Nominees will be in place to present to Senate by July 1 for ratification and should be finalized by mid-July.

Accreditation. On July 17, President Sederburg, Brad Cook, Karl Worthington and Alene Harrison will be attending the annual meeting of the Northwest Accreditation Association. At that time they will be given two minutes to present and answer questions. Commissioners will then deliberate and make a decision, with notification of the decision within the next few weeks.

Dates for Community Forums. Several choices for dates will be e-mailed to Trustees. Final dates will be sent to Trustees and advertised within the community.

Summer University Video. Video produced for Summer University entitled "Back to the Future" was shown to Trustees.

Motion was read by Trustee Wright to move to Executive Session to discuss matters permitted by the Open and Public Meetings Act.

Regular meeting adjourned at 9:30 p.m.

D. **Dismissal of Appeal for Dr. Stephen Miraglia.** Trustee Wright motioned to uphold the recommendation of the Tenure Appeal Committee to dismiss the tenure appeal of Dr. Stephen Miraglia. Trustee Mower seconded. Voting was unanimous with one abstention.

Executive Committee adjourned at 9:50 p.m.

that encourages on-going communication between supervisor and employee (quarterly planning sessions), and d) updating policy. The annual summation eliminated the 1-5 rating system and changed it to either meeting or exceeding standards, or not meeting standards. It also allows for record of noteworthy accomplishments. A performance management plan is outlined for those who do not meet standard, including additional probationary time. Trustee Campbell asked how it is determined who meets standards or who exceeds standards. President Sederburg said at the present time there is no merit procedure for recognizing outstanding employees, but this policy encourages conversations and higher expectations. Trustee Campbell felt at some point a reward system should be encouraged, and it was noted a QI is being developed for rewards and recognition. Louise Bridge added this system allowed supervisors a chance to recognize outstanding effort and felt many times this is as valuable as monetary rewards. She also noted there is a policy in place to provide in-class increases for outstanding employees that outlines six criteria for advancement.

Trustees Wright suggested some changes to policy as follows: a) under II.B.2, fourth sentence, the word "mentoring" should be removed. B) under II.B.5, second sentence should include after the word employee "and supervisor who reviewed the employee". C) under IIB.5, fifth sentence should include after "declined to sign" the supervisors signature and date. Changes to policy were felt to be insignificant.

Trustee Wright motioned to approve amendments to the policy. Trustee Sumsion seconded. Voting was unanimous. Trustee Mower motioned for approval of the Sabbatical Policy as amended. Trustee Wright seconded. Voting was unanimous.

F. Proposal to Purchase Global Aviation flight Training Device. Ron Smart, Director of Global Aviation, and Mario Markides, Coordinator of Aviation and Health Safety, presented the proposal. The request is to bring the program up to industry standards by providing in-class training in cockpit controls. This simulation will provide fifty hours of credit towards pilot certification and will be able to provide flight simulation experiences to students that would not be possible in an aircraft. Additional student fees will not be required. Trustee Mower felt it was a great step forward for the program. Trustee Coon motioned for approval to purchase a Global Aviation Flight Training Device. Trustee Sumsion seconded. Voting was unanimous.

G. 2005-06 Operating Budget. Linda Makin, Budget Director, explained this is a summary of all budget decisions made within the last few months, most of which have previously been presented to Trustees. She reviewed the Institutional Interest Income budget. Interest revenue is now increasing, so there will be some unallocated resources that will be put into a Presidential contingency. Other changes to this account were reflected from the PBA process. Trustee Dallin motioned for approval of the 2005-06 Operating Budget. Trustee Beckham seconded. Voting was unanimous.

II. GENERAL CONSENT CALENDAR.

- A. Minutes of April 14, 2005 Board of Trustees Meeting**
- B. Investment Reports for March 31 and April 30, 2005**
- C. Human Resource Reports for March and April 2005**
- D. Public Emergency Service Management Marketing Contract (amended to agenda)**
- E. UVSC Holiday Calendars for 2005-06 and 2006-07 (amended to agenda)**

Trustee Mower motioned approval of the General Consent Calendar as amended. Trustee Wright seconded. Voting was unanimous.

Academic Vice President Bruce Parker said rank is the best mechanism to recognize on-going commitment to the college. He presented each of the categories for rank and their requirements – Instructor, Assistant Professor, Associate Professor and Professor. Most institutions have a corresponding increase in salary for faculty contribution to the institution. This is an umbrella policy that gives guidelines for school and department RTP committees. Initial recommendation for rank advancement comes from the department RTP Committee to the Chair, Dean, Academic Vice President, President, and then to Trustees. This policy has been revised to include: a) recognizing and encouraging academic excellence, b) standards being determined by department and discipline (Department RTP Policy will be approved by Senate Rank Committee), c) reducing emphasis of minimum years and placing more on academic excellence, d) providing for a clear standard procedure across campus, e) providing for meaningful criteria to warrant increase in salary based on rank advancement (salary increase is part of the faculty retention effort), f) promotion to Associate Professor automatic upon award of tenure, g) move to Professor will require at least five years of service as Associate Professor and exemplary service, and h) a detailed application process. Trustee Wright expressed support of effort to raise the bar and provide additional faculty goals. President Sederburg noted there have been additional faculty comments on the policy and indicated there may be additional changes made to the policy in the future. Trustee Wright motioned for approval of the Faculty Rank Policy. Trustee Dallin seconded. Voting was unanimous.

2. Sabbatical. Associate Vice President Parker explained sabbaticals are an opportunity for professional development for faculty members and a way to return something to the institution. It is not an entitlement and there are obligations attached. The goals for the new policy are: a) reporting accomplishments, b) providing enough money for hourly replacement, c) stressing academic projects of value to UVSC and its students, d) encouraging external support, such as grants. Faculty are eligible when they receive tenure or after six years of service, salary is 80% of base for one year, or 100% for one semester (USHE standard). Trustees asked how the number of sabbaticals per year are determined. They were told it is based on budget availability, not disadvantaging individual areas, etc. There are only a small percentage of faculty who apply each year.

Trustee Wright suggested the following changes to policy:

- a. Under 3.5 Reporting Requirements, third sentence. Change “may also” to “will”.
- b. Under 3.6 Obligations to return from Sabbatical Leave and Procedure 4.1 Applications for Sabbatical Leave - both should include a statement indicating an agreement will be signed by faculty that states if they do not return or return for a shorter period of service they are aware they are subject to payment of refund, attorney fees, or fees for collection efforts. Trustees felt these were insignificant changes, including signing an agreement, that would not warrant returning policy to reviewing bodies. Trustees will return any policy they feel has had significant changes.

Trustee Dallin motioned for approval of amendment to policy as stated by Trustee Wright. Trustee Sumsion seconded. Voting was unanimous. Trustee Wright motioned for approval of the Sabbatical Policy as amended. Trustee Beckham seconded. Voting was unanimous.

3. Performance Management System for Non-faculty Staff. Nancy Bartlett, HR Director, explained this policy is a result of a QI team review. Their goals were to simplify the evaluation and reporting process, foster involvement of both employee and supervisor, and change the evaluation from an event to a process. This was accomplished by the following: a) development of a one-page performance management summation form, b) incorporation of a work plan for on-going performance evaluation, c) creation of a procedure

through applied learning activities. Partnerships with business can generate profits and products. Associate Dean Gordon Stokes added as these partnerships have been developed they have revised curriculum to better serve students. Associate Dean Dennis Fairclough noted they have been doing partnerships for the past three years and the first one was very successful and is now going into production. This proposal will create higher level experiences for students than internships. Trustee Beckham asked about intellectual property rights. She was told the school gets either royalties or services in kind in exchange for releasing any intellectual property interest, and students sign nondisclosures. Students may also receive financial incentives such as royalties. Trustee Campbell asked who oversees. The Center has an administrative group who reviews, and it will also be governed under any institutional policies. Discretionary money is used by the Center. Trustee Beckham motioned for approval of a Center for Digital Design and Development. Trustee Dallin seconded. Voting was unanimous.

C. 2005-06 Compensation-Student Hourly. Nancy Bartlett, Human Resources Director, explained the decision to increase student hourly compensation is a result of competition to hire our own students, and particularly foreign students who in many cases can only work on campus. This will assist them in furthering their educational goals. Three levels are listed based on complexity of duties, which will also allow for teaching assistants in the upper level. These are within the range of comparable institutions within the state. All student hourly rates were increased by 50 cents, the bottom level was eliminated and one level was added to the upper scale for more technically advanced students. Trustee Coons asked about cost to the institution. Ms. Makin indicated it will impact the budget approximately \$56,000 and serve around 1500 students. Trustee Mower motioned to approve the 2005-06 Compensation Schedule for Student Employees. Trustees Sumsion seconded. Voting was unanimous.

D. Strategic Directions. Vice President Duckworth explained that he has rotated as replacement for Vice President Wilson as co-chair of the Strategic Directions Advisory Committee, and Juanita Benioni has remained as co-chair. Mark Bezzant was introduced as the Associate Vice President of Planning who has been responsible for moving this effort forward. Vice President Duckworth explained again the PBA cycle and also new charges for the committee this year: a) review SWAT analysis completed a year ago for current appropriateness and modify as needed, b) develop role statement to go to Regents for a change in mission and role, c) draft a compact (once a new mission statement and role is approved, the compact will outline what is needed from the system to achieve this mission and role), and d) review strategic directions adopted a year ago and determine if they are still appropriate or need modification or clarification. Trustees were presented with the draft of Strategic Directions for 2005-06 with modifications and additions highlighted. These will be presented for public comment at the Trustee Community Forums this summer and will then be adopted in their final form at the August Board of Trustees meeting. President Sederburg noted this will be one of the most important actions taken by the Trustees because it outlines what the institution will focus on in the future. Trustees were asked to attend these public hearings and dates will be communicated to the Trustees.

The five strategic directions from last year will be continued, along with the addition of a sixth direction on building a distinctive educational experience for UVSC students. This will incorporate the four pillars of distinction identified previously, plus the addition of leadership, entrepreneurship and exploration. A red-line version of the Strategic Directions will be sent to Trustees for response. No action is needed at this time.

E. Policies

1. Rank. This policy is a part of Strategic Direction 4 in developing and retaining exceptional faculty and is part of the review and update of faculty policies. Associate

UVSC
BOARD OF TRUSTEES
Thursday, June 9, 2005
7 p.m. – SC213c

Board Members Present

Janette Hales Beckham
Dan Campbell
Jonathan C. Coon
Ron Dallin
Michael Mower
Jared Sumsion
B.J. Wright

Board Members Excused

Melanie Bastian
David Bradford
Tom Heal
John H. (Jack) Zenger

Press

Laura Hancock, Deseret Morning News
Chris Peterson, Daily Herald

UVSC Staff – Regular Members

William A. Sederburg, President
Louise Bridge, PACE President
Bradley J. Cook, Vice President Academic Affairs
Cory Duckworth, Vice President Planning and Student Services
Ellen H. Loveland, Faculty Senate President
Linda Makin, Budget Director
Cameron Martin, Assistant to the President
Karen Olsen, Secretary to the Board
Val Peterson, Vice President Administration and External Affairs
Ian Wilson, Vice President Institutional Advancement and Marketing

Guests

Scott Asbell, Director of Ballroom Dance
Nancy Bartlett, Director of Human Resources
Mark Bezzant, Associate Vice President of Strategic Planning
Mario Markides, Aviation Health and Safety Coordinator

College Marketing and Communications Department

Derek Hall, Director
Matt Bambrough Kelly Dyches
Brian Blumer Channing Lowe
Claire Burningham Will McKinnon

Dinner was held earlier this evening with the College Marketing and Communications Department.

I. ACTION

A. Reorganization of Two Technical Schools. Vice President Cook explained the proposal to combine the Schools of Technology, Trades and Industry and Computer Science and Engineering. A task force investigation has been completed over the past several months and this recommendation was made. It is felt the faculty, disciplines, advisors, and students will benefit. The suggested name is School of Computing, Engineering and Technology. One concern expressed during the study was the incompatible cultures between the two schools. The task force felt there will be disparate ranges of disciplines, but this is not unlike disciplines within other schools. President Sederburg added engineering was included in the title because of our niche in engineering technology areas such as software and computer engineering, and this term should be included in the title so these opportunities would not be precluded. It will be made clear to Regents a School of Engineering will not be requested. Trustee Mower motioned approval of the reorganization of the two current technical schools to become the School of Computing, Engineering and Technology. Trustee Beckham seconded. Voting was unanimous.

B. Proposal for a Center for Digital Design and Development. Dean Tom McFarland explained this request is made to improve efficiency and effectiveness in working with business and industry partnerships. Partnerships have been developed in the past but there has been no mechanism in place. He discussed the benefit to the school and students to be relevant with business and industry and give students real-life experience in working with businesses. Students will be better prepared