

UVU BOARD OF TRUSTEES

August 24, 2017

4 p.m. – SC 213c, Utah Valley University

Board of Trustee Members Present

Karen L. Acerson
James Clarke
John Gappmayer
Rick Nielsen
Rob Smith
Jack Sunderlage
Jill Taylor
Paul Thompson
R. Duff Thompson

Guests

Kimberly Bojorquez
Braley Dodson
Stace Hall
Jeff Johnson
Jefferson Moss
Abraham Teng
Stephen Whyte
Don Wilson

UVU Regular Attendees

Karen Clemes, General Counsel
Scott Cooksey, Vice President Development and Alumni
Matthew S. Holland, President
Linda Makin, Vice President Planning, Budget and HR
Cameron Martin, Vice President University Relations
Shalece Nuttall, PACE President
Jeffery Olson, Senior Vice President Academic Affairs
Val Peterson, Vice President Finance and Administration
Kyle Reyes, Special Assistant to the President for Inclusion
Michelle Taylor, Vice President Student Affairs
Craig Thulin, Faculty Senate President
Katie Zabriskie, Assistant Associate

First Vice Chair Trustee D. Thompson brought the meeting to order and welcomed President Holland back to UVU's campus. Trustee D. Thompson noted VP Michelle Taylor's new position and impending departure from UVU. Gratitude was expressed for her work in Student Affairs.

I. ACTION

1. New Trustee Oaths

At the request of First Vice Chair D. Thompson, Second Vice Chair Jack Sunderlage administered the Oath of Office before the full Board of Trustees to new Trustee Rick Nielsen.

2. Requisitions

The Trustees were presented with two requisitions by VP Val Peterson. The first was a request for approval to pay \$815,000 to US Foods Inc. for services provided during the 2017-18 fiscal year. Dining services will issue resale payment throughout the year to cover food service expenses for catering and several onsite vendors. The second was a request for approval to pay \$834,514 to Wells Fargo Equipment Finance over the course of the 2017-18 fiscal year. Payments will be made quarterly in the amount of roughly \$200,000 for lease of a substation on campus. Trustee Jill Taylor motioned to approve the requisition for payment to US Foods Inc. in the amount of \$815,000 and the requisition for payment to Wells Fargo Equipment Finance in the amount of \$834,514. Trustee Sunderlage seconded. The motion carried without opposition.

3. Academic Programs

The Trustees were presented with a request to approve the addition of the AAS in Automotive Power Sports to UVU's programmatic offerings. The two-year degree is heavily supported by major industry corporations (Polaris, Stihl, Kohler). Polaris has given UVU access to its bronze and silver curriculum to use in conjunction with this program; will look to have UVU become a gold certified training program in the future. It was noted that the need for this program is strong in the area and the program cost is minimal to UVU because the tooling and equipment is already owned by the university. Discussion occurred around the name of the program and the types of engines to be worked on. It was noted that the curriculum heavily favors automotive engines but courses in marine engines, etc., will be offered. Trustee P. Thompson motioned to approve the AAS in Automotive Power Sports. Trustees James Clarke and Rick Nielsen seconded. The motion carried without opposition.

II. COMMITTEE REPORT

First Vice Chair D. Thompson asked Trustee P. Thompson to provide an update on the activities of the Academic Affairs Committee. Trustee P. Thompson reviewed their recent meeting in which the AAS in Automotive Power Sports was reviewed and recommended for approval. During this meeting, the new Board of Regents approval process for academic programs was explained; this policy gives Trustees the final approval on new academic programs that are within the existing scope of the university's mission. The Trustees discussed this process and the review process for existing degree offerings.

I. ACTION (CONTINUED)

4. Real Estate Transactions

VP Peterson provided the Trustees with an update on the construction of the Noorda Performing Arts Center, which is on-time and on-budget, and the proposal for a new building for the Woodbury School of Business, which will be presented to the Board of Regents in September and the Building Board in October.

The Trustees were presented with three real estate transactions for approval. The first was a proposal to construct a new parking lot at the Provo Airport. The estimated cost is \$850,000 and Provo City will provide 6 items as a component of the lease, including allowing UVU to charge for parking, a reserved hanger location for UVU, and the ability for UVU to purchase the Emergency Services Building at appraised value at lease expiration. The Trustees discussed the negotiation process for this lease and the value of Provo's provisions.

The second proposal was for the granting of an easement to Lincoln Square for the construction of a secondary access point to its apartment complex on 400 North in Vineyard. The easement will allow the property company to build out the three-lane road partially owned by UVU. The Trustees discussed payments and Vineyard's engagement in the process.

The final proposal was for approval of a five-year \$435,000 warehouse lease that would enable UVU to store the Theater Department's costume collection during the construction of the Noorda Performing Arts Center. The warehouse is located at 556 South Commerce Drive, Orem. The Trustees engaged in minimal discussion of the lease.

Trustee Sunderlage motioned to approve the construction of the new parking lot at the Provo Airport at the estimated cost of \$850,000; the granting of an easement to the Lincoln Square apartment complex; and, the purchase of a five-year lease for a warehouse in Orem in the amount of \$435,000. Trustee John Gappmayer seconded. The motion carried without opposition.

5. UVU Foundation Investments

VP Scott Cooksey asked the Trustees to approve an increase in the percentage the UVU Foundation (UVUF) is allowed to invest in alternative investments. The increase requested was from 25% to 30%. UVUF's policy was established by the UVUF Board of Directors and complies with the appropriate USHE Policy; upon approval by the Trustees, the same investment cap increase request will go before the Board of Regents for review and approval. The UVUF is also requesting to clarify the asset class definitions to more closely align with traditional definitions and state institutional norms. The Trustees discussed the UVUF's asset distribution, the increase in cash on-hand held by the UVUF, and the necessity of this cap increase to accommodate a fluctuating market and prevention of a forced selling of assets if UVU's allocation rises about 25%.

Trustee Rob Smith motioned to approve the UVU Foundation to be allowed to invest up to 30% in alternative investments and adopt an updated definition of each asset class; Trustee Karen Acerson seconded. The motion carried without opposition.

III. CONSENT CALENDAR

The Trustees were asked to review the Consent Calendar which consisted of the minutes of June 22, 2017, and investment reports for the months of May and June 2017. Trustee Gappmayer motioned to approve the Consent Calendar and Trustee Taylor seconded. The motion carried without opposition.

II. EXECUTIVE SESSION

Trustee Smith motioned to enter Executive Session to discuss issued related to the character of individuals. Trustee Acerson seconded. The motion carried without opposition.

V. INFORMATION

1. NWCCU Accreditation

The Trustees were presented with a review of the NWCCU accreditation process by VP Linda Makin and Institutional Effectiveness Director Jeff Johnson with explanations relating to the significance of accreditation, the expectations of the site visit, and the role for the Board of Trustees. Specific discussion centered on the Self-Study assessment of UVU's mission fulfillment, growth, student learning outcomes, faculty workload, and compliance with standards. The Board was informed of possible concerns for the evaluation committee as well as expected commendations for areas of achievement including inclusion and planning/assessment. The Trustees engaged in discussion about their expectations with regard to answering questions. The Trustees were reminded of the planned schedule for the site visit, including the opening breakfast on October 25 at 8am to which they are invited.

2. Inclusion Annual Report

Kyle Reyes, Special Assistant for Inclusion, provided the Trustees with an overview of the 2016-17 Inclusion Annual Report. He reviewed the initial strategic inclusion plan, noting accountability for the action steps outlined. Several action steps have been completed, with many more in process. Further explanation centered on the objectives of the inclusion plan which include increased access for minority/at-risk populations, intercultural literacy, a safe campus environment, increased educational options, and increased awareness and training for inclusion among faculty and staff. The university will soon be offering a Foundations of Inclusion workshop series that is open to all employees. The Trustees asked Kyle to provide further information about how they can become engaged in inclusive efforts on campus.

3. President's Report

President Holland indicated that he would be providing a full report on his experience at Oxford as well as an update on the university at the Board of Trustee Retreat on September 19.

4. UVU Foundation Report

Trustee Clarke provided the Trustees with an update on the UVU Foundation. He reviewed the available assets, indicating a \$6m gain. He explained that part of the growth of assets has been an increased return on investments thanks to the oversight of the Investment Committee. The Trustees discussed the increases and returns and the performance of Key Bank. Brief mention was made of the fundraising efforts for the Woodbury School of Business.

Trustee Sunderlage motioned to adjourn. The motion carried without opposition.