

### **Regular Business Meeting**

Trustees present: Chair Rich Christiansen, Vice Chair Jodi Hart Wilson, Beverly Burgess, Shannon Dulaney, Marilee Eyre, Sydney Nakken, Vance Smith, Myndee Kay Larsen, Jeff Carr, Michael Wankier

Others present: President Wyatt, Debbie Corum, Marvin Dodge, Matthew Reiser, Robbie Paul, Steven Meredith, Mindy Benson, Stuart Jones, Bill Heyborne, Robert Eves, Ann Marie McIlff Allen, Jon Anderson, Steve Barney, Jared Tippets, Steve Carpenter, Patricia Palmer, James Sage, Trisha Robertson, Brown, Angela Pool-Funai, Mitch Bealer, Frank Hall, Aimee Uchman, Chris Dunning, Mike Mower, Derek Louder, Bailey Bowthorpe

#### **Welcome by Chair Christiansen**

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The meeting called to order by Chair Christiansen at 1:09 PM via videoconference.

#### **ACTION ITEMS**

##### **Minutes from previous meeting**

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The minutes of January 17, 2020 were presented for approval.

Motion to approve the minutes as presented was made by Jodi Hart Wilson; seconded by Jeff Carr. Vote – unanimous.

##### **Update from the President**

President Wyatt gave an update on the University's response to the COVID-19 pandemic. The University is mostly closed, services are available, most employees are working from home, employees (including students are still being paid), no confirmed cases of the virus at SUU presently. Campus Forums earlier this week were successful to reach faculty, staff, students and alumni/community members.

##### **Tuition & Student Fees**

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VP Marvin Dodge: Truth in Tuition hearing is required by statute and took place in conjunction with student government. Recommending no increase to tuition or fees again this year (2-years in a row for SUU). SUU has been consciously been trying to drive down the price of tuition for students. No increase will mean the university will have to absorb about \$1.5 million in costs. Even with no increase, the "sticker price" of tuition at SUU is higher than our peer regional universities. The next fiscal year will be tight as a result of the current economy.

Chair Christiansen asked how SUU will prepare for these finances and economic changes. VP Dodge said aggressive in our awarding of scholarships to help bring down the cost for students and help grow our enrollments. SUU has an average discount rate of 40% across the institution – helps keep us competitive. The February revenue estimates used for state appropriations did not consider the impact of coronavirus, so the expectation is the legislature will pare back some of what they awarded.

Trustee Vance Smith asked how enrollment may be impacted by the virus looking forward to next year? Enrollment numbers were twice what SUU has seen in past summers because of the

3-year degree push. Strong summer would be a good indicator for the fall. VP Stuart Jones said the latest numbers show an uptick in fully online students. Expecting more students to choose all online. SUU is up 40% enrollment deposits for the fall, but those have slowed down because of the uncertainty with the virus. SUU has offered incoming students their on-ground scholarship even if they decide to stay home for fall semester and do school online. Tripling efforts on the recruiting side to make sure we keep the students who have committed for the fall.

Motion to approve the proposal for no increase to tuition and student fees by Vice-Chair Jodi Hart Wilson; second by Trustee Marilee Eyre. Vote – unanimous.

### **2020-21 Program Course Fee Proposal**

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Provost Robert Eves: Academic Affairs just completed the annual review of program and course fees. No increase or additional fees requested for this year. We have had over \$16,000 reduction of fees this year. The committee will continue to reevaluate the review process in the upcoming year to create more efficiencies.

Motion to approve the proposal for no increase or additional program and course fees by Jodi Hart Wilson; second by Trustee Jeff Carr. Vote – unanimous.

### **Line of Credit Request (Aviation Financing)**

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VP Marvin Dodge presented about the Aviation program, focusing on expansion and diversification. The aviation program has had great success over the last few years. It has a great leadership team and recruiters, robust student affairs to provide services, curriculum development going well, the maintenance program has received accreditation and VA approval, cut costs over 50% by bringing the aviation program in house. The University has purchased 32 aircraft which saves SUU \$28 million over the long run of owning the aircraft as opposed to leasing it.

There have historically been imposed caps on how many students can be in the aviation programs (150 fixed wing students and 150 rotor wing students). The recommendation is to expand the rotor wing program to from 150 to 200 students. This leads to the need for additional equipment to handle that increase in students. Request is for 5 additional aircraft and more hangar space as the program is at capacity.

Second part of the request deals with diversification. We were relying on heavily on Veteran's Administration funding, no more than 85% of our students receiving VA funding and 15% on the private pay side. Over the years the University has taken over the program, we have reduced that considerably. Fixed wing – about 35% of students are using VA funding and on the rotor wing side we are at 50-70% VA funding. The next piece of this is to begin a corporate training component with a unique opportunity to partner with Chuck Aaron. The university is working through the purchase of his aircraft, which is unique and the only one FAA certified to do the training he offers, which deals with mitigating spatial disorientation. The purchase of Aaron's aircraft and perhaps bringing him on as a part time employee, will allow us to branch out into a world that is not reliant on veterans or VA funding. Second part of the request is for \$650,000 to purchase Aaron's aircraft and to start the corporate training piece.

Vance Smith asked what the return is in adding 50 new students to the rotor wing side of the program. VP Dodge explained that they are at capacity on the fixed wing side. For rotor wing, the 50 additional students would add \$3.7 million additional revenue and about \$1 million net revenue.

Marilee Eyre asked if the costs are worth the risks regarding the purchase of Chuck Aaron's aircraft. VP Dodge said the aircraft has been valued closer to \$2 million so on the cost side, we are getting a deal. This training will not be available to traditional fixed wing or rotor wing students. Pilots in this type of training are in the field and have flown for thousands of hours. They would be coming back for an advanced training/certificate to help them be safer.

Jodi Hart Wilson asked how long until the program is viable. VP Dodge said it is viable now, working hard to build the program slowly without having to go to the bank for everything. The 150 students in Fixed Wing and 200 in Rotor Wing will be the cap. After this acquisition, the program will have the equipment needed. Everything would be paid off (including this \$5 million line of credit) in 7 years. Despite current circumstances, there is still a high demand for fixed wing and rotor wing pilots, and that will continue to be the case. There are fewer schools engaged in this and that is driving SUU's enrollments.

Motion to approve the line of credit request for the aviation program by Jodi Hart Wilson; second by Vance Smith. Vote – Unanimous.

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**R401: BS in Agricultural Science**

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Provost Robert Eves: Request is to convert the current degree in agriculture which is a BIS (bachelor's of interdisciplinary studies), be converted to a BS degree. Curriculum remains the same. This proposal has had a broad campus review and full review by the USHE commissioner's staff and the other institutions across the state.

Motion to approve the BS in Agricultural Science by Sydney Nakken; second by Trustee Vance Smith. Vote – Unanimous.

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**R401: Emphasis in Family Studies**

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Provost Robert Eves: This curriculum was put together by the Family Life and Human Development faculty, it is using existing courses and curriculum within the program to provide a new, completely online offering for an emphasis in Family Studies.

Motion to approve the emphasis in Family Studies by Myndee Kay Larsen; second by Shannon Dulaney. Vote – Unanimous.

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**Campus Master Plan update**

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Marvin Dodge: Every other year, the university is required to present an updated of the campus master plan to the Board of Regents. SUU will be engaging in a comprehensive campus master plan in the coming year. 2008 was the last time SUU did a comprehensive plan, and enough has changed on campus that it warrants a comprehensive update. VP Dodge walked through the various changes within this year's plan including restrooms near the football stadium, USF

housing, adjust the campus boundary to add the President's residence, add "SUU on Main", proposed parking lot and the new academic classroom building, airport property, additions and changes to titles on the campus map. Jodi Hart Wilson asked about the purpose of the master plan, is it a state requirement? VP Dodge explained that it is a state requirement. As part of the state Building Board rules and Regent policies, any future property acquisition, potential renovation or new building identified must be included in the campus master plan.

Motion to approve the campus master plan update by Jeff Carr; second by Marilee Eyre. Vote – Unanimous.

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**Policy 5.11 Facilities Management Operations**

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Marvin Dodge: Updates policy language to reflect that any remodeling must meet state standards, adds language to incorporate new policy regarding free speech on campus.

Motion to approve changes to Policy 5.11 Facilities Management Operations by Jodi Hart Wilson; second by Beverly Burgess. Vote — Unanimous.

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**Policy 5.24 Purchasing**

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Marvin Dodge: State law mandates that the university must go through a bidding process when purchasing anything over \$5,000. Challenge is that there is an increasing number of businesses that are unwilling to bid on projects. Revision to is to remove the bid limits from the formal structure of policy. This would include pulling out the small and large dollar thresholds from the policy and allow the President's Cabinet to set and review bid limits and thresholds as an administrative function. Policy also added exceptions to requirements for unique research, instructional materials for curriculum purposes and trial use.

Motion to approve changes to Policy 5.24 Purchasing Jodi Hart Wilson; second by Vance Smith. Vote – Unanimous.

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**Policy 5.25 Parking & Registration of Vehicles**

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Marvin Dodge: Changes some language to more current terminology. Took out reference to "free and visitor parking" in the policy. Instead, it will refer to which lots are free and open to visitors and which are permitted based on a map generated at the beginning of each academic year. Added limits to students who live on campus, may now only have one permit. Updates locations where permits can be issued and that people can pay parking fees online.

Chair Christiansen asked if parking is really that big of a topic at SUU. VP Dodge explained that is for the neighborhood (community members) directly surrounding the campus as well as from faculty, staff and students. Many want SUU to build a parking garage but it is costly and not feasible.

Trustee Nakken asked if the university makes enough money from the SUU plates to warrant that as a privilege to park wherever those you'd like? Marvin said yes, it's a great incentive. The university generates about \$45,000 a year in scholarship funds from those plates sales.

Motion to approve policy 5.25 Parking & Registration of Vehicles by Michael Wankier; second by Beverly Burgess. Vote – Unanimous.

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**Policy 10.12 Investments**

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Marvin Dodge: This policy hasn't been updated since 2012 and it must be maintained regularly to stay in compliance with new laws. The modifications to this policy are within the bounds of the Utah Money Management Act and Uniform Prudent Management of Institutional Funds Act. SUU has contracted with Soltis Investment Advisors to actively manage our endowment portfolio, they have reviewed this as well as the accounting services and controller's office on campus. This policy also must be reviewed and approved by the Board of Regents after the approval of the Trustees.

Provisions in the policy include the management of cash flows, reporting to the Trustees, reinstating the Trustee Investment Advisory Committee, sets qualifications' for SUU's Public Treasurer. The policy also provides guidelines for appropriate investment instruments, asset allocation, diversifications and establishes a long-term horizon of ten years. Many of our department scholarships come from the investment earnings of our endowment funds. Utah Money Management Act is very restrictive as to how universities can invest. Michael Wankier asked about the university's relationship with Soltis Advisors. VP Dodge said it's been great to have Soltis involved with SUU as they can put more time into wisely investing for the University.

Motion to approve Policy 10.12 Investments by Beverly Burgess; second by Michael Wankier. Vote – Unanimous.

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**Policy 10.13 University Travel**

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Marvin Dodge: This policy has not been updated since 2002. SUU's IT Department has created and working on enhancements to an online internal tool for tracking and reimbursements for travel. Added and updated language. Made an accountable plan as required by the IRS requiring that travel have a business connection, substantiation before and after travel and timely submission for reimbursement to ensure all expenses are documented on the back end. The Travel Guidelines Document establishes thresholds that can be set and reviewed by the President's Cabinet for items such as per diem rates, mileage reimbursement, etc. Michael Wankier asked how often advances on expenses happen. VP Dodge said not often, there are very few advances. The university partners with US Bank, who provides the purchasing cards, to help employees take pictures of receipts to get away from the paper trail.

Motion to approve Policy 10.13 University Travel by Marilee Eyre; second by Shannon Dulaney. Vote – Unanimous.

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**Policy 7.6 University Property**

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Marvin Dodge: This is the consolidation of 2 policies and the repeal of two other policies. The University currently tracks assets greater than \$5,000. Changes are in response to a Legislative Audit in 2018 and subsequent changes to Regent policy and laws enacted by the Legislature. New Regent policy requires institutions to track assets with a purchase price greater than

\$3,000 or university owned computers and electronic devices that may contain personal identifiable information. Requirement that SUU track assets at a lower level than before.

Motion to approve Policy 7.6 University Property by Jeff Carr; second by Michael Wankier. Vote – unanimous.

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**Policy 5.50 University Property REPEAL**

This policy has been consolidated into the updated Policy 7.6 University Property. Motion to repeal policy 5.50 University Property by Beverly Burgess; second by Jodi Hart Wilson. Vote – unanimous.

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**Policy 7.5 Surplus Property REPEAL**

This policy has been consolidated into the updated Policy 7.6 University Property. Motion to repeal Policy 7.5 Surplus Property by Myndee Kay Larsen; second by Shannon Dulaney. Vote – unanimous.

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**Policy 13.19 Southern Utah Foundation REPEAL**

Marvin Dodge: This is repealing a foundation that no longer exists. This foundation was largely out of the university's control. The Board of Regents has required that all foundations are under the umbrella of the university and controlled by the institutions.

Motion to repeal Policy 13.19 Southern Utah Foundation Sydnee Nakken; second by Michael Wankier. Vote – unanimous.

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**Policy 13.21 Thunderbird Athletic Club REPEAL**

Marvin Dodge: This organization no longer exists as athletics have found different avenues. Clean ups to get these policies for organizations that no longer exist off the books.

Motion to repeal Policy 3.19 Thunderbird Athletic Club by Vance Smith; second by Michael Wankier. Vote – unanimous.

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**CONSENT ITEMS**

- Investment Reports
- Endowment Report
- Early Retirements (Wilson and Alger)
- Personnel
- Tenure and Rank Advancements

Motion to approve the consent items by Shannon Dulaney; second by Marilee Eyre. Vote – unanimous.

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**INFORMATION & REPORTS**

**Trustee Awards**

President Wyatt gave an update about the Trustees Award of Excellence. He and Athletic Director Debbie Corum gave notice to Head Gymnastics Coach Scotty Bauman during practice with his gymnasts that he is receiving the award. Chair Christiansen and the president were able to tell Professor Tyler Stillman about his award when he was with many of his students as well. Both were surprised and delighted to be recognized.

### **Board Member College Reports**

- **Sydney Nakken (CPVA):**

Trustee Nakken attended the Legally Blonde musical last month. The College of Performing & Visual Arts (CPVA) is looking forward to having the Utah Theatre Association on campus next year which will bring a lot of students to SUU that may have never considered our theatre department. For the first time, CPVA did a student art exhibition for the southwest region at SUMA. This used to only be available for H.S. students at the Springville Art Museum. SUU's art professors were able to critique and judge their pieces on a one on one basis. Dean Mendini has done a great job of finding ways to get high school students on campus to meet with faculty and provide an experience for students to consider the university when they might now have done before. Nakken also attended the dance department concert choreographed by dance faculty and appreciated the collaboration between departments. CPVA is still waiting on final approval for accreditation of the Theater Arts Department. When that goes through, every department within the college will be accredited. Dean Mendini is so proud of her faculty and staff.

- **Vance Smith (Business):**

SUU students took first place in a finance competition, as did DECA took first in the state competition. School of Business faculty had 12 articles published this year. Miller Entrepreneur Program hosting a business pitch competition and a H.S. pitch competition. 42 business students participated in a semester abroad program during this academic year and 100 students were placed in paid internship programs with employee partners. School of Business in connection with Entrepreneurship program created a certificate with Personal Growth rehab in prisons. Chair Christiansen and President Wyatt attended the prison in CA. It was very impactful for our students. The school received a Strategic Workforce Initiative appropriation for a Sales certificate. 100% placement of students in the business master's degree.

- **Jodi Hart Wilson (Aviation & USF):**

Changes at the festival right now after the passing of Fred Adams. They are filling new and open positions for the season. In limbo regarding the 2020 season moving forward. They may delay due to coronavirus concerns. Festival staff is meeting tomorrow to make plans.

President Wyatt said USF moved their season up this year for the first time. They were going to begin on June 1 but they have decided to cancel the first 2 weeks of the season. He met with Senior Staff this morning had a really good conversation, despite the nervousness about the season. Came up with wonderful ideas. The chances of them losing revenue this summer are high. Chair Christiansen requests a note out to the Trustees with updates.

- **Myndee Kay Larsen (Alumni & Athletics):**

The Alumni Association is focused on connection. Connection back to campus, their communities, and government (get out the vote). Organized a “Random Acts of T-Birds challenge to encourage alumni to give back and get involved in their community. This will continue next year both on and off campus. Also created a “Tradition Keeper” campaign. This is something current students and alumni can do. SUU has a lot of legacy students/parents and this is a way to facilitate shared experiences. It is a list of 50 SUU traditions students and alumni can participate in. This will be rolled out later this spring or summer.

Athletics: A lot of great academic achievements for our athletes and great accomplishments for the athletes and teams this year. NCAA updates – President Wyatt and Debbie Corum will be making hard decisions because of the ramifications of all of the spring sports cancellations, including the NCAA basketball tournament.

### **Other Reports**

- **Update from Athletics**

Athletic Director Debbie Corum said having to tell a group of athletes that their career is over in the middle of competitions was the hardest thing she’s had to go through professionally. She and President Wyatt had to meet with the Men’s Basketball team and tell them they were done with the Big Sky tournament just a few hours before they were getting ready to play a game. Athletics has been reaching out to athletes to ask about mental health in addition to academics. She has been very impressed with the athletes and coaches, this has been hard.

- **New Provost**

Jon Anderson, just hired as SUU’s new Provost, was on the call and introduced himself. He will begin at SUU on May 1. Thrilled to come to SUU and join the team. His grandfather attended the BAC and has deep roots in Cedar City. Academic background is in business. He is a business professor in strategic management and organizational behavior.

- **Commencement Update**

VP Mindy Benson shared the latest with commencement after it was postponed statewide last week. The President went to the student leaders to seek input and they put out a survey to the graduates. 78% of graduates want to postpone graduation until later this summer. Working through next steps and will get the word out with updates.

### **President’s Report**

President Wyatt reported on the university’s response to the COVID-19 pandemic over the last month. He expressed appreciation for the outstanding team at SUU. Everyone has risen to the occasion and put in a lot of time to try and make the best of this situation. SUU was more prepared and further along in its COVID-19 response than any of the other schools in Utah, partly because the university had 30 students in Italy earlier this month. It’s in times of crisis that we have the chance to step back and evaluate what we can do better as an institution and show how much our campus cares.

Topics of interest relating to the SUU’s response: Utah Summer Games is planning on continuing as of right now. We know our campus impacts the community. Summer classes – summer enrollments are up and we were trending up by 100% in FTE numbers. Classes are scheduled to begin on May 11 and we will need to make a decision soon about whether we do

any classes face-to-face this summer. Offering a pass/fail is also still a discussion. The students across the state are talking with each other. This is a great moment for SUU to build on our strong reputation.

We are anticipating a financial challenge because of the coronavirus. There is a high possibility the legislature will reconvene in June and pull back some of the appropriations we were given. Glad SUU has been growing online. We pull together. Really neat to see the campus coming together to help. Regarding the aircraft purchase, President Wyatt said the university will not make any purchases unless it's revenue positive during this time.

**Faculty Senate President Steve Barney:** Office of Online teaching and learning have been very helpful to faculty to try and get their courses online with not much lead time. People are caring and reassuring on campus. Faculty are rolling with it and doing the best we can. Quality education for our students is still the #1 priority.

**Jeff Carr:** Students are disappointed about the situation with the virus, not about what the university is doing to handle it. Students are concerned with online teaching and how it might affect grades. Seniors are sad about commencement but grateful that Pres. Wyatt let there be student input on it so they aren't left in the dark. Students are also grateful that student worker positions will still be paid through the semester.

The Trustees expressed their appreciation and support of the leadership to the University during these challenges.

#### **MOTION TO ADJOURN**

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Motion to adjourn by Jodi Hart Wilson; seconded by Jeff Carr. Vote – unanimous.

The meeting was adjourned at 4:24 PM.