

REGULAR MEETING  
UTAH STATE UNIVERSITY BOARD OF TRUSTEES  
26 August 2005

Minutes of the Regular Meeting of the Utah State University Board of Trustees held in the Alma Sonne Board Room of the University Inn at 10:00 a.m.

MEMBERS PRESENT

Richard L. Shipley	Chairman
L.J. Godfrey	Vice Chairman
Douglas D. Anderson	
David P. Cook	
Robert L. Foley	
Lynnette T. Hansen	
Quinn W. Millet	
R. Brent Nyman	
Kellie S. Wood	

MEMBER EXCUSED

Douglas S. Foxley

UNIVERSITY REPRESENTATIVES PRESENT

Stan L. Albrecht	President
Noelle E. Cockett	Interim Provost
Glenn W. Ford	Vice President for Business and Finance
Juan N. Franco	Vice President for Student Services
M. Kay Jeppesen	Interim Vice President and CIO for Information Technology
Brent C. Miller	Vice President for Research
Jack M. Payne	Vice President and Dean for Extension
Joyce Kinkead	Vice Provost for Undergraduate Studies and Research
Gary A. Chambers	Associate Vice President for Student Services
Joan M. Scheffke	Associate Vice President for University Advancement
Craig J. Simper	General Counsel
Clinton G. Moffitt	Assistant Vice President for Finance/Controller
Sydney M. Peterson	Chief of Staff
John DeVilbiss	Executive Director of Public Relations and Marketing
Jodi Bailey	Director of Internal Audits

Steven C. Jenson	Director of Housing and Dining Services
Jeannie Simmonds	Director of Annual Giving
Randy W. Spetman	Director of Athletics
Gary Kiger	Dean of the College of HASS
Byron R. Burnham	Head of the Department of Instructional Technology
Douglas Jackson-Smith	Assistant Professor of Sociology
Derek T. Mason	President of Faculty Senate
Marsha Howell	President of the Professional Employees Association
Jill J. Ballard	President of the Classified Employees Association
Lee H. Burke	Assistant to the President and Board of Trustees Secretary
Mira G. Thatcher	Secretary

MEMBERS OF THE MEDIA PRESENT

Denise Albiston	<i>The Herald Journal</i>
Amy Stewart	<i>Ogden Standard Examiner</i>

Chairman Shipley conducted the meeting. He welcomed new Trustees Douglas D. Anderson, Robert L. Foley, Quinn M. Millet, and Kellie S. Wood; and new Vice President for Business and Finance, Glenn W. Ford. He excused Trustee Douglas S. Foxley and Vice President Mietchen.

I. Chairman's Report

A. Oath of Office for Douglas D. Anderson, Robert L. Foley, and Kellie S. Wood

Chairman Shipley administered the oath of office for Douglas D. Anderson, Robert L. Foley, and Kellie S. Wood.

B. Committee Assignments

Chairman Shipley made the following committee assignments:

Advancement Committee: Douglas S. Foxley, Chairman; Lynnette T. Hansen, Vice Chairman; L.J. Godfrey; Richard L. Shipley; and M. Scott Mietchen.

Athletics Committee: R. Brent Nyman, Chairman; Kellie S. Wood, Vice Chairman; L.J. Godfrey; Quinn W. Millet; and Randy Spetman.

Audit Committee: David P. Cook, Chairman; Robert L. Foley, Vice Chairman; Douglas D. Anderson; Richard L. Shipley; and Jodi Bailey.

Enrollment Committee: Douglas D. Anderson, Chairman; Richard L. Shipley, Vice Chairman; David P. Cook; Douglas S. Foxley; Quinn W. Millet; Glenn W. Ford; and Joyce Kinhead.

Honorary Degrees and Awards Screening Committee: Lynnette T. Hansen, Chairman; R. Brent Nyman, Vice Chairman; Kellie S. Wood; Sydney Peterson; and Gary Straquadine.

Research Committee: L.J. Godfrey, Chairman; Douglas D. Anderson, Vice Chairman; David P. Cook; Robert L. Foley; R. Brent Nyman; and Brent C. Miller.

Student Affairs Committee: Kellie S. Wood, Chairman; Quinn W. Millet, Vice Chairman; Robert L. Foley; Douglas S. Foxley; Lynnette T. Hansen, and Juan N. Franco.

C. Election of Executive Committee

Chairman Shipley and Trustee Godfrey are members of the Executive Committee because of their positions as Chairman and Vice Chairman. Chairman Shipley opened nominations for two other members to be elected.

Action: Vice Chairman Godfrey nominated David P. Cook, and Trustee Hansen seconded the motion. Trustee Cook nominated Trustee Nyman, and Trustee Hansen seconded the motion. With no additional recommendations the voting was unanimous in the affirmative to elect Trustees Cook and Nyman as members of the Executive Committee.

D. Approval of Committee Membership

Chairman Shipley asked for a vote to approve committee membership assignments.

Action: Trustee Cook moved acceptance of committee members as assigned, and Trustee Foley seconded the motion. The motion passed unanimously.

E. Resolutions of Appreciation for Gayle McKeachnie, Linda J. Eyre, Dinesh C. Patel, and Randy Watts

Resolutions of Appreciation were presented to Gayle McKeachnie (Appendix A), Linda J. Eyre (Appendix B), Dinesh C. Patel (not in attendance) (Appendix C), and Randy Watts (Appendix D) at a social held for new and outgoing Trustees on

25 August 2005.

Action: Trustee Nyman moved approval of the Resolutions of Appreciation for Gayle McKeachnie, Linda J. Eyre, Dinesh C. Patel, and Randy Watts. Chairman Shipley seconded the motion, and the voting was unanimous in the affirmative.

F. Proposed Dates for Trustees Meetings

Action: Trustee Nyman made a motion to approve the following dates for Trustees meetings: 30 September 2005, 4 November 2005, 2 December 2005, 27 January 2006, 3 March 2006, 14 April 2006, 2 June 2006, 14 July 2006, 17-18 August 2006 (workshop), 13 October 2006, and 1 December 2006. Trustee Millet seconded the motion, and the voting was unanimous.

II. President's Report

A. Performance Dashboard for August 2005

The performance dashboard for August 2005 (Appendix E) was given to the Trustees for their information.

B. Banner Update

Trustees received the Banner software project update (Appendix F) for their information.

C. University Advancement Campaign Update

The University Advancement campaign update was given to the Trustees (Appendix G) for their information.

D. Report on the New Merrill-Cazier Library

A report on the new Merrill-Cazier Library was given to the Trustees (Appendix H) for their information. President Albrecht reported that the books are currently being transferred into the new library. A ribbon-cutting ceremony will be held on 13 October, and a formal dedication is planned for spring semester.

E. The President's Report, August 28, 2005

The *President's Report* for August 28, 2005 (Appendix I) was distributed to the Trustees. President Albrecht drew attention to the following information:

- Fifty-six students from the Dominican Republic, accompanied by Dominican Minister of Higher Education Ligia Amada Melo de Cardona, arrived on campus on 23 August (see articles from *The Salt Lake Tribune* and *The Herald Journal*, Appendix J). The enrollment of these students is Phase II of educational agreements with the Dominican Republic.
- Prior to the Trustees meeting, Dominican Republic Minister of Higher Education Melo de Cardona and President Albrecht signed a new Phase III agreement in the presence of Trustees, USU administrators, faculty, and staff. Under the terms of Phase III of the agreement, USU will provide intensive training to four Dominican Republic students in Instructional Technology and to four in Biotechnology during two weeks in October. Core USU faculty will visit the Dominican Republic in November, working jointly with the Dominican students who were trained at USU, to evaluate programs in Instructional Technology and Biotechnology. A work plan to help solve some of the challenges in Instructional Technology and Biotechnology in higher education in the Dominican Republic will then be prepared and incorporated into the Phase III Agreement. President Albrecht and Minister Melo de Cardona expressed their pleasure at the education partnering taking place between the Dominican Republic and Utah State University.
- The gift of approximately \$4.5 million from the estate of Ray L. and Eloise Hoopes Lillywhite is the second largest philanthropic gift from an individual in USU's history.
- USU led the Big West Conference in spring academic all-conference selections with thirty-two student-athletes on the teams. President Albrecht stressed that at USU academics comes first.

F. Upcoming Inauguration of President Stan L. Albrecht

Chief of Staff Peterson stated that inauguration events will help to celebrate USU as well as President Albrecht. She reviewed some of the events scheduled which will begin with the Homecoming football game on 8 October, an ice cream social on 10 October, School of the Arts opening on 11 October, student activities on 12 and 13 October, and ribbon-cutting for the opening of the new Merrill-Cazier Library.

The first Presidential Lecture will be presented on 13 October by C. Peter Magrath, President of the National Association of State Universities and Land-grant Colleges (NASULGC). The annual Old Main dinner will be held on 13 October and will include guests for the inauguration. On 14 October, there will be a breakfast, the procession, the ceremony, and a reception. Trustees were invited to participate in the events.

G. New Dean of the College of Natural Resources

Interim Provost Cockett announced that Nat B. Frazer has been selected as the new Dean of the College of Natural Resources effective 1 January 2006. She stated that Dean Frazer is already involved with the College of Natural Resources and will be at USU next week for meetings.

H. Update on Provost Search

President Albrecht announced that the Provost Search Committee has identified three finalists for the Provost position – Raymond T. Coward, Belinda R. McCarthy, and Ovid A. Plumb. They will each come to campus during September. He stated that they are excellent finalists.

I. Uintah Basin College of Applied Technology/USU Vernal Project

Trustees received a copy of a letter to the Utah College of Applied Technology (UCAT) from President Albrecht (Appendix K) supporting the Uintah Basin UCAT building in Vernal. It has been at the top of the list for UCAT's new buildings for a few years. The building will serve both UCAT and USU.

Trustee Foley expressed appreciation to President Albrecht for his support of the building. He said it is critical for USU and the Uintah Basin UCAT. He said there is a large student population in the Uintah Basin and a tremendous demand. USU's buildings are full and additional space is badly needed. The building is a \$14.5 million project, and the local community will fund anything over \$10 million. Trustee Foley said Uintah Basin residents are hopeful that the state budget will provide funding next year for the building.

J. Idaho Students Important to USU

President Albrecht said that there will be a focus on recruiting students from southern Idaho to attend USU. Visits will be made to high schools, alumni events will be scheduled, and Student Services personnel will have speakers at the high schools and will meet with education and community leaders to reinforce to them how important Idaho students are to USU. President Albrecht said USU will lobby legislative leaders to provide out-of-state tuition waivers for students in various

communities in Idaho. He said a bill providing for additional waivers did not make it through the Senate this year, but will be introduced at the beginning of the legislature next year.

K. President's Community Cabinet

President Albrecht has established a President's Community Cabinet, which has met once. The Cabinet includes Herm Olsen, Sandra Emile, Tom Jensen, N. George Daines, Bruce Smith, Monica Jimenez, Randy Watts, Jim Laub, Fred Hunsaker, Sara Sinclair, and Ruth Eller. A breakfast meeting will be held once a month to discuss USU and Logan community issues and concerns and to keep them informed about major issues at USU.

L. Connections Week

Associate Provost Kinkead said Connections Week is a partnership between Student Services and Academic Affairs which welcomed 1,400 new freshmen to campus. It gives instructors an opportunity to visit with students. Students move into their housing on Tuesday and can attend a series of workshops the rest of the week. They are also given information about their religious communities. Several of the new freshmen went hiking. Associate Provost Kinkead emphasized that this program is to ensure the students' intellectual, physical, social, and spiritual development—the whole student. On Saturday, 27 August, Julie Otsuka, the author of *When the Emperor Was Divine*, will speak in the Kent Concert Hall.

President Albrecht expressed appreciation to Vice Provost Kinkead and said she has done a wonderful job with students. Her efforts have made a significant impact on increasing retention numbers. Enrollment includes enrolling new students, transfer students, and retaining students. Vice Provost Kinkead received a national award recognizing her work to increase retention. Vice Provost Kinkead stated that the award is the result of what happens in the classrooms to keep students at USU. She stated that the Dell Loy and Lynnette Hansen scholarship has been extremely helpful in retaining students, and expressed appreciation for their donation. Trustee Hansen said that they receive many letters of appreciation from the students who are recipients of the funds.

Trustee Nyman complimented President Albrecht, staff members, and administration for helping students move in. He felt it was a great way to welcome students to campus.

### M. Fall Department Heads Conference

President Albrecht said the Fall Department Heads Conference was held and was successful. On 22 August forty-four new faculty members were welcomed to USU. There was a series of events throughout the day and dinner that evening. President Albrecht is delighted to have forty-four new members of faculty at USU.

### III. Consent Agenda

Trustees were given the following consent agenda items for their consideration:

- Minutes of the Executive Session Held 20 May 2005;
- Minutes of the Regular Meeting Held 20 May 2005;
- Resolution 05-8-1 Faculty and Staff Adjustments (Appendix L);
- Resolution 05-8-2 Tenure and Promotion Decisions 2005 Continued (Appendix M);
- Resolution 05-8-3 Proposal from the College of Humanities, Arts and Social Sciences to Delete the Stand-alone Teaching Majors in Favor of the Teaching Emphases within the Majors (Appendix N);
- Resolution 05-8-4 Proposal from the Department of Sociology, Social Work and Anthropology requesting Changes to the Name of Two Specialization Areas Listed under the PhD in Sociology (Appendix O);
- Resolution 05-8-5 Proposal from the Department of Instructional Support to Change the Name of the Center for Online Education (COLE) to the Center for Open and Sustainable Learning (COSL) (Appendix P);
- Resolution 05-8-6 Proposal from the College of Education and Human Services and the Departments of Communicative Disorders and Deaf Education, Elementary Education, Secondary Education, and Special Education and Rehabilitation that their Former Dual Majors be Changed to Composite Majors (Appendix Q);
- Resolution 05-8-7 Certificate of the Treasurer for the Period 1 July 2003 to 30 April 2005 (Appendix R);
- Resolution 05-8-8 Certificate of the Treasurer for the Period 1 July 2004 to 31 May 2005 (Appendix S);
- Resolution 05-8-9 Report of Investments for April 2005 (Appendix T);
- Resolution 05-8-10 Report of Investments for May 2005 (Appendix U);
- Resolution 05-8-11 Bad Debt Write-off Recommendation for Fiscal Year Ending 30 June 2005 (Appendix V);
- Resolution 05-8-12 Authorization to Act in Capacity of Vice President for Business and Finance and Public Treasurer (Appendix W);
- Resolution 05-8-13 Housing Rates for 2005-2006 (Appendix X);



Resolution 05-8-14 Capital Development Priority Request for 2006-2007 (Request to the Board of Regents) (Appendix Y);

Resolution 05-8-15 Contract/Grant Proposals and Awards for April 2005 (Appendix Z);

Resolution 05-8-16 Contract/Grant Proposals and Awards for May 2005 (Appendix AA);

Resolution 05-8-17 Contract/Grant Proposals and Awards for June 2005 (Appendix BB);

Resolution 05-8-18 Amendment to the Utah State University Policy Manual, Sections 405.6.2(2) and 405.8.2: Tenure, Promotion and Reviews: General Procedures; and Procedures Specific to the Promotion Process to Improve Promotion Advisory Committee Policies (Appendix CC);

Resolution 05-8-19 Naming the New School of the Arts *The Caine School of the Arts* (Appendix DD);

Resolution 05-8-20 Naming the Performance Hall *The Manon Caine Russell and Kathryn Caine Wanlass Performance Hall* (Appendix EE).

Acceptance of the following written reports:

- Academic Services (Appendix FF);
  - Faculty and Staff Activities and Achievements (Appendix GG);
- Business and Finance (Appendix HH);
  - Business and Finance Performance Dashboard, August 2005 (Appendix II);
- Extension/Continuing Education (Appendix JJ);
  - Cooperative Extension Performance Dashboard (Appendix KK);
  - Continuing Education Performance Dashboard, 2003-2004 (Appendix LL);
  - Conference Services Performance Dashboard (Appendix MM);
- Information Technology ((Appendix NN);
  - Information Technology Performance Dashboard, August 2005 (Appendix OO);
- Research (Appendix PP);
  - Research Performance Dashboard, FY 2004 (Appendix QQ);
  - Technology Management Indicators (Appendix RR);
- Student Services (Appendix SS);
- University Advancement (Appendix TT);
  - University Advancement Dashboard, FY 2005 (Appendix UU);
  - Development Fund Report for FY 2006 (Appendix VV);
- Affirmative Action/Equal Opportunity (Appendix WW);
  - USU's Affirmative Action Program (AAP) – 2005 (Appendix XX);
- Alumni (Appendix YY);
- Athletics (Appendix ZZ);
- Graduate Studies (Appendix AAA);
- Public Relations and Marketing (Appendix BBB);
  - Public Relations and Marketing Performance Dashboard, 1 August 2005 (Appendix CCC);

Professional Staff (Appendix DDD);  
Classified Employee Association (Appendix EEE).

Executive Session to be held on 30 September 2005 to discuss those items which are permitted by law to be discussed in Executive Session.

Action: Trustees Godfrey moved approval of the Consent Agenda items, and Trustee Nyman seconded the motion. The voting was unanimous in the affirmative.

V. Nancy Hall, Secretary in the Board of Trustees Office, to Serve LDS Mission

Chairman Shipley stated that Nancy Hall, secretary in the Office of the Board of Trustees, has left because of a call to an LDS Mission with her husband in Mexico. He expressed appreciation for her excellent work for the Trustees.

Trustee Cooked moved that the meeting be adjourned, and Trustee Hansen seconded the motion. The meeting adjourned at 10:30 a.m. The annual Trustees Workshop followed the Regular Meeting.

---

Richard L. Shipley, Chairman

---

Lee H. Burke, Secretary  
(Minutes Taken by Mira G. Thatcher)

---

Date Approved