

UTAH STATE UNIVERSITY BOARD OF TRUSTEES

Utah State University, University Inn, Alma Sonne Board Room, Logan, Utah

January 12, 2018

Minutes of the Regular Meeting of the Utah State University Board of Trustees held in the University Inn, Alma Sonne Board Room, commencing at 9:04 a.m.

MEMBERS PRESENT

|                      |            |
|----------------------|------------|
| Jody K. Burnett      | Chair      |
| Mark K. Holland      | Vice Chair |
| Kent K. Alder        |            |
| David G. Butterfield |            |
| John Y. Ferry        |            |
| Crystal C. Maggelet  |            |
| J. Scott Nixon       |            |
| Frank Peczuh, Jr     |            |
| Michael Scott Peters |            |

MEMBERS EXCUSED

Karen H. Huntsman  
Clark L. Whitworth

UNIVERSITY REPRESENTATIVES PRESENT

|                       |   |
|-----------------------|---|
| Neil N. Abercrombie   | Vice President, Government Relations                |
| Jodi Bailey           | Chief Audit Executive                               |
| Christine Ballard     | President, Staff Employee Association               |
| Carolyn Brittain      | Staff Assistant                                     |
| Noelle E. Cockett     | President   |
| David T. Cowley       | Vice President, Business and Finance                |
| Amanda DeRito         | Sexual Misconduct Information Coordinator           |
| Mark R. McLellan      | Vice President, Research and Dean, Graduate Studies |
| James D. Morales      | Vice President, Student Affairs                     |
| Laurens H. Smith, Jr. | Interim Provost                                     |
| Michael Torrens       | Director, Analysis Assessment & Accreditation       |
| Robert W. Wagner      | Vice President, Academic & Instructional Services   |
| Matthew T. White      | Vice President, Advancement                         |
| Vincent Wickwar       | Past President, Faculty Senate                      |

OTHERS PRESENT

|                  |                           |
|------------------|---------------------------|
| Spencer Burt     | <i>The Statesman</i>      |
| Ronald W. Jibson | Member, Board of Regents  |
| Kevin Opsahl     | <i>The Herald Journal</i> |

Chair Burnett called the meeting to order.

Action: Trustee Nixon moved in accordance with 52-4-205 of the Utah Code, that the Trustees go into a closed Executive Session for the sole purpose of discussing the character, professional competence, or physical or mental health of individuals, pending or reasonably imminent litigation, and the possible sale of real property. Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

Chair Burnett reopened the Regular Meeting at 10:07 a.m. by thanking those present for their attendance.

## I. Chair's Report

### A. Information Items

#### 1. Proposed meeting schedule through May 2019 (Appendix A)

The Trustees were given the proposed schedule of meetings through May 2019.

#### 2. Alumni Association Report

Trustee Butterfield noted some events held in the fourth quarter of 2017. The Trustees suggested that a calendar of past and future events be put together.

#### 3. Audit Committee Report

Trustee Nixon, moved that the external audit reports be approved by the Board. Nixon praised the University Finance team and noted that the state auditors are pleased with their reports.

The following external audit reports were reviewed:

1. Utah State University Financial Statements for the Year Ended 30 June 2017 with Independent Auditor's Reports
2. Utah State University Research Foundation Financial Statements for the Year Ended 30 June 2017 with Independent Auditor's Reports
3. Utah Public Radio Financial Statements for the Year Ended 30 June 2017 with Independent Auditor's Reports
4. Edith Bowen Laboratory School Financial Statements for the Year Ended 30 June 2017 with Independent Auditor's Reports

Action: Trustee Nixon moved the approval of [Resolution 18-01-32] the review and acceptance of the External Audit Reports (Appendix UU). Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

4. USUSA Report

Trustee Peters noted an overhaul of election bylaws that incorporate freedom of speech. Changes to the student code have been discussed. He shared a short video created by USUSA “This Does Not Define Us” which will be shared at Higher Education Day at the Capitol and distributed throughout the USHE system.

5. Date of the next Board of Trustees Meeting, March 2, 2018, to be held in Logan

The meeting will be held in the afternoon. Founders Day events are planned for that evening.

6. Northwest Commission on Colleges and Universities (NWCCU) site visit, March 26-28, 2018

A date will be set for Trustees to meet the NWCCU representatives.

## II. PRESIDENT’S REPORT

### A. Information Items

1. Student Resolution of Commendation to David Higashi (Appendix B)

Trustee Peters shared the President’s letter of commendation to David Higashi. David, a business administration major, is enthusiastic about serving and spends long hours on campus. He works for and cares about making a difference at USU.

2. Introduction of Matthew White, Vice President for Advancement

President Cockett introduced Matthew White, the new Vice President for Advancement. Vice President White is excited to join the Aggie family and to work with members of the administration.

3. Legislative Update

Neil Abercrombie, Vice President for Government Relations, noted that Higher Education day will be Friday January 26, 2018. A strong economy indicates an increase in one-time funds and ongoing new money available for appropriation. There will be lively competition for these funds. Utah State University’s key focus area is the remodel of the Biology and Natural Resources Building. Key legislators this year will be Representative Froerer, Chair, Infrastructure and General Government Appropriations Subcommittee, and Senator Vickers who serves on the Higher Education Appropriations Subcommittee. President Niederhauser and Speaker Hughes are retiring; it is also Senator Hillyard’s and Representative Webb’s last session. Myths vs Facts at a Glance (Appendix C).

## B. Recent Events

1. LDS Stake Presidents Luncheon – President’s Home, October 16, 2017
2. Inaugural Professor Lecture, Juan Villalba – President’s Home, October 17, 2017
3. Remarks at Caine College of the Arts Special Donor Recognition Dinner, Tour, and Mini Concert – October 18, 2017
4. Caine College of the Arts Grand Opening Gala Concert and Reception – October 18, 2017
5. Inaugural Professor Lecture, Irina Polejaeva – President’s Home, October 19, 2017
6. Football – USU at UNLV – October 21, 2017
7. Regence Western Leadership Conference – Scottsdale, Arizona, October 22-25, 2017
8. Salt Lake Chamber Board of Governors – Salt Lake City, October 24, 2017
9. Inaugural Professor Lecture, Michael Twohig – President’s Home, October 24, 2017
10. Inaugural Professor Lecture, Robert Mills – President’s Home, October 25, 2017
11. Sunshine Terrace Founders Day Celebration – October 25, 2017
12. Keynote speaker at Cache Business Women’s Conference – October 26, 2017
13. Inaugural Professor Lecture, Alexa Sand – President’s Home, October 26, 2017
14. Remarks at Business Leaders Breakfast – October 27, 2017
15. TEDx USU 2017 – October 27, 2017
16. USU Foundation Board – October 28, 2017
17. Football – Boise State at USU – October 28, 2017
18. Inaugural Professor Lecture, Rose Hu – President’s Home, October 30, 2017
19. Council of Presidents – Salt Lake City, October 31, 2017
20. USTAR Governing Authority Board Meeting – Salt Lake City, November 2, 2017
21. Inaugural Professor Lecture, Maria Spicer-Escalante – President’s Home, November 2, 2017
22. Old Main Society – November 3, 2017
23. Basketball – Great Falls at USU – November 3, 2017
24. Football – USU at New Mexico – November 4, 2017
25. Inaugural Professor Lecture, Pamela Martin – President’s Home, November 6, 2017
26. Sunrise Session, Jed Hancock – Salt Lake City, November 7, 2017
27. Inaugural Professor Lecture, Benjamin Blau – President’s Home, November 7, 2017
28. 150<sup>th</sup> Anniversary Celebration Transcontinental Railroad Commission Planning Meeting – Salt Lake City, November 8, 2017
29. Inaugural Professor Lecture, David Feldon, President’s Home – November 8, 2017
30. Inaugural Professor Lecture, Courtney Flint, President’s Home – November 9, 2017
31. Basketball – USU at Weber State – November 10, 2017
32. Diwali Festival of Lights – November 11, 2017
33. APLU Annual Meetings – Washington, D.C., November 12-14, 2017
34. K-16 Alliance – November 14, 2017
35. Basketball – Montana State at USU – November 13, 2017
36. Animal Genomics Blueprint Steering Committee – Washington, D.C., November 13-17, 2017
37. Basketball – Mississippi Valley State at USU – November 15, 2017
38. Board of Regents at USU – November 17, 2017
39. Football – Hawaii at USU – November 18, 2017

40. Basketball – USU at Gonzaga – November 18, 2017
41. Reception for Graduate Fellows of Center for Growth and Opportunity – November 20, 2017
42. Basketball – USU at Portland State – November 20, 2017
43. Basketball – USU at Northeastern, Nashville, Tennessee – November 24, 2017
44. Basketball – USU at New Hampshire, Nashville, Tennessee – November 25, 2017
45. Football – USU at Air Force – November 25, 2017
46. Salt Lake Chamber Board of Governors – Salt Lake City, November 28, 2017
47. Board of Regents Fall Resource and Review – Salt Lake City, November 28, 2017
48. Basketball – USU at Valparaiso, Indiana – November 28, 2017
49. Basketball – BYU at USU – December 2, 2017
50. 50<sup>th</sup> Heritage Gala Dinner and Celebration of USU Uintah Basin Founders – Vernal, Utah, December 5, 2017
51. Basketball – UC Irvine at USU – December 6, 2017
52. Speak at Faculty Forum Club Dinner – December 7, 2017
53. Basketball – USU at University of Utah – December 9, 2017
54. Mountain West Board of Directors – Phoenix, December 10-12, 2017
55. Salt Lake Chamber Board of Governors – Salt Lake City, December 12, 2017
56. Regents Legislative Preview Breakfast – Brigham City, December 14, 2017
57. Tabernacle Choir Dinner and Christmas Concert – Salt Lake City, December 15, 2017
58. Basketball – Life Pacific at USU – December 16, 2017
59. Basketball – Youngstown State at USU – December 20, 2017
60. Basketball – San Jose State at USU – December 27, 2017
61. NOVA Home Loans Arizona Bowl – USU vs. New Mexico – Tucson, Arizona, December 28, 2017
62. Basketball – USU at San Diego State – December 30, 2017
63. Council of Presidents – Salt Lake City, January 2, 2018
64. Basketball – Fresno State at USU – January 3, 2018
65. USTAR Governing Authority Board Meeting – Salt Lake City, January 4, 2018
66. Basketball – USU at UNLV – January 6, 2018
67. EDCUtah Board of Trustees – Salt Lake City, January 9, 2018
68. Basketball – Colorado State at USU – January 10, 2018
69. USU Board of Trustees – January 12, 2018

### C. Upcoming Events

1. Basketball – USU at Nevada – January 13, 2018
2. 2018 Economic Outlook and Public Policy Summit – Salt Lake City, January 16, 2018
3. Basketball – USU at Boise State – January 17, 2018
4. Host Professional Women’s Roundtable – President’s Home, January 18, 2018
5. Board of Regents at Utah Valley University – Orem, Utah, January 19, 2018
6. Basketball – Wyoming at USU – January 20, 2018
7. Legislative Session – Salt Lake City, January 22-March 8, 2018
8. Salt Lake Chamber Board of Governors – Salt Lake City, January 23, 2018
9. Basketball – Air Force at USU – January 24, 2018
10. Higher Ed Luncheon – Salt Lake City, January 26, 2018

11. Basketball – USU at Fresno State – January 27, 2018
12. Basketball – New Mexico at USU – January 31, 2018
13. USTAR Governing Authority Board Meeting – Salt Lake City, February 1, 2018
14. Basketball – USU at Wyoming – February 7, 2018
15. Sunrise Session – Salt Lake City, February 9, 2018
16. Basketball – Boise State at USU – February 10, 2018
17. Legislative Spouses Luncheon – Salt Lake City, February 13, 2018
18. Basketball – USU at New Mexico – February 14, 2018
19. Basketball – Nevada at USU – February 17, 2018
20. Basketball – USU at Air Force – February 24, 2018
21. Salt Lake Chamber Board of Governors – Salt Lake City, February 27, 2018
22. USU Extension Annual Conference – Thanksgiving Point, February 27, 2018
23. Basketball – USU at San Jose State – February 28, 2018
24. USU Board of Trustees – March 2, 2018

### III. CONSENT AGENDA

Chair Burnett noted that the Trustees were given the following agenda items for review.

1. Minutes from the Closed Session held on November 14, 2017
2. Minutes from the Special Meeting held on November 14, 2017
3. Awards and Proposals – September 2017 [Resolution 18-01-01] (Appendix D)
4. Awards and Proposals – October 2017 [Resolution 18-01-02] (Appendix E)
5. Awards and Proposals – November 2017 [Resolution 18-01-03] (Appendix F)
6. Bad Debt Write-off Recommendations for Fiscal Year Ending 30 June 2017 [Resolution 18-01-04] (Appendix G)
7. Certificate of Treasurer – August 2017 [Resolution 18-01-05] (Appendix H)
8. Certificate of Treasurer – September 2017 [Resolution 18-01-06] (Appendix I)
9. Delegation/Administrative Reports – 08/25/17 to 10/27/17 [Resolution 18-01-07] (Appendix J)
10. Delegation/Administrative Reports – 10/27/17 to 11/24/17 [Resolution 18-01-08] (Appendix K)
11. Faculty and Staff Adjustments [Resolution 18-01-09] (Appendix L)
12. Honorary Degrees for 2018 [Resolution 18-01-10] (Appendix M)
13. Report of Institutional Discretionary Funds for 2016-2017 (actual), 2017-2018 (estimate), and 2018-2019 (estimate) and Institutional Discretionary Funds Supplemental Report of Budget Variances for the Fiscal Year Ended 30 June 2017 [Resolution 18-01-11] (Appendix N)
14. Report of Investments – August 2017 [Resolution 18-01-12] (Appendix O)
15. Report of Investments – September 2017 [Resolution 18-01-13] (Appendix P)
16. USU Policy 103 Mission Statement – Revise [Resolution 18-01-14] (Appendix Q)
17. USU Policy 345 Annual Leave – Revise [Resolution 18-01-15] (Appendix R)
18. USU Policy 349 Early Retirement Incentive Program – Revise [Resolution 18-01-16] (Appendix S)
19. USU Policy 365 Sabbatical Leave – Revise [Resolution 18-01-17] (Appendix T)
20. USU Policy 368 Phased Retirement Program – Revision [Resolution 18-01-18]

- (Appendix U)
21. USU Policy 532 Scholarship Awarding – Adopt [Resolution 18-01-19] (Appendix V)
  22. USU Policy 533 Public Safety, Response, and Reporting – Adopt [Resolution 18-01-20] (Appendix W)
  23. Utah State University Research Foundation (USURF) – appointment to Board – Dr. Cleave [Resolution 18-01-21] (Appendix X)
  24. Written Reports
    - Academic and Instructional Services (Appendix Y)
    - Advancement (Appendix Z)
    - Business and Finance (Appendix AA)
    - Executive Vice President and Provost (Appendix BB)
    - Extension and College of Agriculture and Applied Sciences (Appendix CC)
    - Faculty Senate (Appendix DD)
    - Public Relations and Marketing (Appendix EE)
    - Research and Graduate Studies (Appendix FF)
    - Staff Employee Association (SEA) (Appendix GG)
    - Student Affairs (Appendix HH)
    - USU Eastern (Appendix II)
    - USUSA (Appendix JJ)

Action: Trustee Holland moved to approve the Consent Agenda. Trustee Alder seconded the motion. The voting was unanimous in the affirmative.

#### IV. ACTION AGENDA

Interim Provost Smith reminded the Trustees that legislation was passed resulting in major revisions to the academic program approval process. Individual Boards of Trustees have more power regarding academic programs. Trustee Alder, Chair of the Academic Approval Committee, stated that with a smaller group it is easier to explore each proposal in detail. Going forward short-form proposals approved by the committee will be included in the consent agenda. Full proposals may still be included on the action agenda. Chair Burnett noted that this frees up time during Board meetings. If a more substantial program is proposed, perhaps a new program, it may be included in the action agenda for discussion.

The Academic Approval Committee approved the following resolutions:

##### **Executive Vice President and Provost Office Items**

##### New Minor, Emphasis, Certificate

1. Minor in Social Work – Department of Sociology, Social Work and Anthropology [Resolution 18-01-22] (Appendix KK)
2. Adding School and Community-based Emphases to BS in Agricultural Education – School of Applied Sciences, Technology & Education [Resolution 18-01-23] (Appendix LL)

3. Certificate of Proficiency – Department of Sociology, Social Work and Anthropology [Resolution 18-01-24] (Appendix MM)

New Center

4. Establish the Stephen R. Covey Center for Leadership – Jon M. Huntsman School of Business [Resolution 18-01-25] (Appendix NN)

Program Restructure

5. Reduce the Number of Research Credits in the Physic PhD – Department of Physics [Resolution 18-01-26] (Appendix OO)

Program Discontinuation

6. Discontinue the Early Childhood Development Certificate Program – Human Development and Family Studies [Resolution 18-01-27] (Appendix PP)
7. Discontinue the Family and Consumer Science Bachelor’s Degree – Human Development and Family Studies [Resolution 18-01-28] (Appendix QQ)
8. Discontinue the Master of Health Promotion – Kinesiology and Health Science [Resolution 18-01-29] (Appendix RR)
9. Discontinue the MS Health and Human Movement Specialization Plan A & B – Kinesiology and Health Science [Resolution 18-01-30] (Appendix SS)

Action: Trustee Alder moved to approve [Resolutions 18-01-22 to 18-01-30] academic proposals. Trustee Ferry seconded the motion. The voting was unanimous in the affirmative.

**Business and Finance Items**

David Cowley, Vice President, Business and Finance, presented the last two proposals.

1. Real Property Acquisition – Taylorsville [Resolution 18-01-31] (Appendix TT)

Vice President Cowley explained the benefits of the purchase of the Taylorsville property. USU has been leasing the building since last November and has been putting money into the building to tailor it for our use. The property owner has chosen to sell; the lease agreement gives USU the right of first offer should the property owner decide to sell. Financial evaluation shows the purchase to be a good financial decision for the University. USU will use the facility as long as it continues to service that area of the state. The purchase at the appraised value will be funded through bonds. Given approval, the resolution will go to the Board of Regents for their approval.



Action: Trustee Butterfield moved to approve Resolution 18-01-31 Real Property Acquisition in Taylorsville. Trustee Peczuh seconded the motion. The voting was unanimous in the affirmative.

2. Review and Acceptance of the External Audit Reports [Resolution 18-01-32] (Appendix UU)

Vice President Cowley noted that this resolution was approved during Trustee Nixon's Audit Committee report.

Action: Trustee Nixon moved the approval of [Resolution 18-01-32] the review and acceptance of the External Audit Reports (Appendix UU). Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

Chair Burnett asked if there were any other items the Trustees would like to discuss before the meeting closed; none were mentioned.

## V. STRATEGIC AGENDA

1. Review of Core Theme Objective Results and Northwest Commission on Colleges and Universities Accreditation Visit

The Accreditation Metrics and Methodology Report was prepared for the upcoming Northwest Commission on Colleges and Universities (NWCCU) site visit (Appendix UU). Michael Torrens, Director, Analysis, Assessment & Accreditation, and Chair of the University Assessment Coordinating Council<sup>1</sup>, explained the report and methodologies to the Trustees. Question: How do you know that students gain the skills and knowledge they need to do well in their careers? There are indicators to determine outcome in the various sub-measures of each core theme. USU has 245 programs, approximately 30% of these have specialized or external accreditation. A rubric is available for all programs. Departments reflect on percentages and determine means to improve their outcomes. All departments/programs have a standard way to measure learning outcomes.

2. Student Mental Health

Vice President for Student Affairs, James Morales, shared information regarding the growing numbers of students with mental health concerns. Anxiety is the number one issue being reported. A spike in anxiety since 2011 coincides with the rise in availability and use of social media. Vice President Morales referred to a two-page handout "Status of Mental Health Needs and Services at USU" regarding statistics, national trends and USU's other efforts and initiatives (Appendix VV). Demand is

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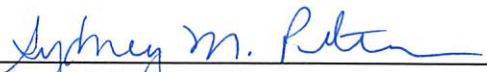
<sup>1</sup> University Code Policy 105.2 (9)

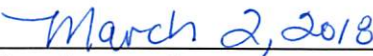
high for the free resources available on campus. The Trustees received a copy of the memo from Commissioner Buhler directed to the State Board of Regents regarding Regents' Mental Health Working Group Recommendations (Appendix WW). The memo outlines requirements for each institution in different areas including implementation and reporting requirements. USU is forming a Mental Health Working Group. President Cockett shared a document that will be sent out to faculty and staff providing a protocol for how to respond to a distressed or disruptive student (Appendix XX). It is important that students, faculty, and staff are aware and know how to support, direct, and report.

Action: Trustee Nixon made a motion to adjourn the meeting. Trustee Peters seconded the motion; the voting was unanimous in the affirmative.

The meeting adjourned at 12:37 p.m.

  
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Jody K. Burnett, Chair

  
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Sydney M. Peterson, Secretary  
(Minutes taken by Carolyn Brittain)

  
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Date Approved