Minutes of the Regular Meeting of the Utah State University Board of Trustees held in the University Inn, Alma Sonne Board Room, commencing at 9:16 a.m.

MEMBERS PRESENT
Jody K. Burnett Chair
Mark K. Holland Vice Chair
Kent K. Alder
David G. Butterfield
John Y. Ferry
Jaren Hunsaker
David H. Huntsman
Crystal C. Maggelet
J. Scott Nixon
Frank Peczuh, Jr.
Clark L. Whitworth

UNIVERSITY REPRESENTATIVES PRESENT
Neil N. Abercrombie Vice President, Government Relations
Jodi Bailey Chief Audit Executive
Carolyn Brittain Staff Assistant
Noelle E. Cockett President
David T. Cowley Vice President, Business and Finance
Julie Duersch Staff Employee Association
Francis D. Galey Executive Vice President and Provost
Mica McKinney General Counsel
Sean Michael Department Head, Landscape Architecture & Environmental Planning
James D. Morales Vice President, Student Affairs
Katie Jo North Director of Admissions
Sydney M. Peterson Chief of Staff and Secretary to the Board of Trustees
William M. Plate, Jr. Vice President for Marketing & Communications
Michael Torrens Director, Analysis Assessment & Accreditation
Robert W. Wagner Vice President, Academic and Instructional Services
Kenneth L. White Vice President for Extension; Dean, College of Agriculture and Applied Sciences; Director, AES
Matthew T. White Vice President, Advancement
David R. Woolstenhulme Vice President, Regional Campuses

OTHERS PRESENT
Spencer Burke Statesman
Peter Pigott Statesman
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 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 10:25 a.m. thanking those present for their attendance.

I. STRATEGIC AGENDA

1. **Fall 2018 Enrollment Management Discussion - Robert Wagner, Vice President, Academic & Instructional Services, and Michael Torrens, Director, Analysis Assessment & Accreditation**

   Director Torrens presented enrollment data for the last five years, including a glimpse of Spring 2019 numbers. He explained terms and trends, what they are influenced by, and how they affect each other. Full Time Equivalent (FTE) numbers are trending upwards as students enroll in more credits per semester to take advantage of tuition plateaus and are seeking to graduate in less time. The Logan campus has experienced consistent modest growth over the last five years. The trend for regional campuses overall is slightly down. Statewide transfer numbers are down. President Cockett noted that what is most important is student retention and completion. A National Student Clearing House will make it possible to track students to see if they transfer, drop out or come back. Vice President Wagner spoke about recruitment and engagement efforts (Appendix A).

2. **Risk Management - Noelle E. Cockett, President**

   President Cockett noted that the administration has been working on a top-down risk assessment. Internal Audits will present a draft of these items to the Board of Regents at an annual review meeting in March. Over the next year, Utah State University will be working on risk mitigation.

II. CHAIRS REPORT

A. Action Items

1. **Oath of Office for Trustee David H. Huntsman**

   Chair Burnett administered the Oath of Office to David H. Huntsman.
B. Information Items

1. Proposed Committee Changes

Chair Burnett briefly spoke about the current committee structure and membership. There are two new committees:
   - Student Health, Safety, and Well-being
   - Recruitment, Enrollment, and Retention
Committee membership was updated and will remain in place through June 2019.

2. Academic Approval Committee Report

Trustee Alder explained that proposals submitted to the Academic Approval Committee are reviewed and scrutinized prior to being forwarded for the full Board’s approval. Proposals are then placed on the Consent Agenda or Action Agenda for Trustee approval.

3. Alumni Association Report

Trustee Butterfield stated that the Alumni Association is working on a long-term model to sustain its activities. The alumni team will also be working with colleges to identify key locations to revive alumni chapters.

4. Audit Committee Report

Trustee Nixon asked the Board to accept the recommendation from the Audit Committee to approve the following audit reports, which were reviewed by the committee [Resolution 19-01-25] (Appendix LL).

   - Utah State University Research Foundation Financial Statements and Management Letter for the Year Ended 30 June 2018

Action: Trustee Nixon moved to approve the Audit Committee’s Review and Acceptance of the External Audit Reports FY18. Trustee Ferry seconded the motion. The voting was unanimous in the affirmative.
5. USUSA Report

Trustee Hunsaker highlighted the Aggie Heroes event held in November. Aggies benefited by listening to stories from individuals who have faced exceptional challenges and how they overcame their difficulties.


7. The next Board of Trustees meeting will be held in the afternoon on March 8, 2019.

III. PRESIDENT’S REPORT

A. Information Items

1. Introduction of new Vice President for Marketing and Communications, William M. Plate, Jr.

President Cockett introduced Bill Plate, Utah State University’s new Vice President for Marketing and Communications. Plate has 16 years of experience working in higher education communications, digital journalism, and social media. Public Relations and Marketing, as well as some of the Student Marketing and Communications group, will report to his office.

2. Legislative Preview – Neil N. Abercrombie, Vice President Government Relations

Vice President Abercrombie stated that following a good state revenue year it is hoped that the Legislature will approve a 2.5 percent compensation increase for higher education employees. Another issue to watch is the request to align USU Eastern’s technical course tuition to be in line with technical college offerings throughout the state.

A few dates of note are:

- Thursday, January 13, 2019 – Legislative Preview event, at the Kaysville Botanical Center
- Monday, March 4, 2019 – Higher Education Day on the Hill, which includes lunch with Regents, Trustees, and Legislators
- Tuesday, March 5, 2019 – research posters from the Utah State University and the University of Utah are featured/presented at the Capitol

3. Student Resolution of Commendation to Madeline Hill

USUSA President Hunsaker shared the letter of commendation for Madeline Hill. Without seeking recognition, she has given much service during her time at Utah
State. Post-graduation Maddie plans to study occupational therapy (Appendix B).

B. Recent Events

1. Football – UNLV at USU – October 13, 2018
3. Inaugural Professor Lecture, Nathan Greer, President’s Home – October 18, 2018
4. Football – USU at Wyoming – October 20, 2018
5. Salt Lake Chamber Board of Governors – Salt Lake City, October 23, 2018
6. Women’s Artistic Leadership Initiative VIP Reception – Salt Lake City, October 24, 2018
7. Football – New Mexico at USU – October 27, 2018
8. Remarks at Inclusive Excellence Symposium – October 29, 2018
9. Council of Presidents – Salt Lake City, October 30, 2018
10. Sunrise Session, Joe Wilson – Salt Lake City, October 30, 2018
11. Stater’s Council Breakfast Meeting – October 31, 2018
12. Aggies Hero Event – November 1, 2018
13. Basketball – Evergreen State College at USU – November 1, 2018
14. USU Football – USU at Hawaii – November 3, 2018
15. Inaugural Professor Lecture, Karen Munoz, President’s Home – November 6, 2018
16. Basketball – USU at Montana State University – November 6, 2018
17. Inaugural Professor Lecture, Erin Davis, President’s Home – November 7, 2018
18. USU Alumni/Utah Jazz Game Event – Salt Lake City, November 7, 2018
19. Panel Member at Utah Global Forum – Salt Lake City, November 8, 2018
20. Basketball – University of Hartford at USU – November 9, 2018
21. Association of Public Land-Grant Universities 2018 Annual Meetings – New Orleans, November 10-13, 2018
22. USU Football – San Jose State at USU – November 10, 2018
23. Inaugural Professor Lecture, Chris Skousen, President’s Home – November 12, 2018
24. Higher Education Strategic Planning Commission Meeting – Salt Lake City, November 13, 2018
25. Inaugural Professor Lecture, Heidi Wengreen, President’s Home – November 13, 2018
26. Basketball – Mississippi Valley State at USU – November 13, 2018
27. Inaugural Professor Lecture, Zonda Wang, President’s Home – November 14, 2018
28. Board of Regents at Dixie State University – St. George, November 15-16, 2018
29. Basketball – Utah Valley University at USU – November 16, 2018
30. USU Football – USU at Colorado State – November 17, 2018
31. Basketball – MGM Tournament – Las Vegas, Nevada, November 19-21, 2018
32. Inaugural Professor Lecture, John Stevens, President’s Home – November 20, 2018
33. USU Football and Alumni Pre-Game Party – USU at Boise State – November 24, 2018
34. Mountain West Board of Directors Executive Committee Call – November 26, 2018
35. Inaugural Professor Lecture, Kathleen Mohr, President’s Home – November 26, 2018
36. Salt Lake Chamber Board of Governors – Salt Lake City, November 27, 2018
37. Inaugural Professor Lecture, Scott Deberard, President’s Home – November 27, 2018
38. Speak at Athletics Council re: Mental Health – November 28, 2018
39. Inaugural Professor Lecture, Keith Grant-Davie, President’s Home – November 28, 2018
40. Basketball – Northern Iowa at USU – November 28, 2018
41. Salt Lake Tribune Editorial Board – Salt Lake City, November 29, 2018
42. Speak at USU Research Landscapes Luncheon – Salt Lake City, November 29, 2018
43. Board of Regents Fall Resource and Review – Salt Lake City, November 29, 2018
44. USU Foundation Board Dinner and Meeting – Salt Lake City, November 29-30, 2018
45. Basketball – USU at University of California Irvine – December 1, 2018
46. Donor Meetings/Events with VP for Advancement Matt White – New York City, December 2-6, 2018
47. Inaugural Professor Lecture, Sherry Marx, President’s Home – December 5, 2018
48. Basketball – USU at BYU – December 5, 2018
49. Inaugural Professor Lecture, Sylvia Read, President’s Home – December 6, 2018
50. Basketball – USU vs. Weber State at Beehive Classic – Salt Lake City, December 8, 2018
51. Mountain West Board of Directors Meetings – Phoenix, Arizona, December 9-10, 2018
52. Regional Campus Visits to USU Eastern, USU Salt Lake Center, USU Tooele, USU Brigham City – December 11-12, 2018
53. USU Football – USU vs. North Texas – New Mexico Bowl, December 13-14, 2018
54. Basketball – Alabama State University at USU – December 15, 2018
55. Basketball – USU at University of Houston – December 20, 2018
56. Basketball – Eastern Oregon University at USU – December 28, 2018
57. Basketball – USU at Nevada – January 2, 2019
58. Basketball – Air Force at USU – January 5, 2019
59. Council of Presidents – Salt Lake City, January 8, 2019
60. EDCUtah Board of Trustees Meeting – Salt Lake City, January 8, 2019
61. Basketball – Fresno State at USU – January 9, 2019
62. USU Board of Trustees – January 11, 2019

C. Upcoming Events

1. Plant and Animal Genome Conference – San Diego, January 11-14, 2019
2. Basketball – USU at Wyoming – January 12, 2019
4. Basketball – USU at San Jose State – January 16, 2019
5. Salt Lake Chamber 2019 Economic Outlook and Public Policy Summit – Salt Lake City, January 18, 2019
6. President’s Pre-game Reception – January 19, 2019
8. Capitol Council of Presidents – Salt Lake City, January 22, 2019
9. Remarks at 150th Golden Spike Exhibit Celebration – Salt Lake City, January 23, 2019
10. Regence Community Board Meeting – Salt Lake City, January 24, 2019
11. Board of Regents at Utah Valley University – Orem, January 25, 2019
12. Basketball – USU at New Mexico – January 26, 2019
13. Association of Governing Board Conference – Ft. Lauderdale, Florida,
January 27-29, 2019

14. Sunrise Session, Michael Twohig – Salt Lake City, January 29, 2019
15. Capitol Council of Presidents – Salt Lake City, January 29, 2019
16. Basketball – San Jose State at USU – January 30, 2019
17. Basketball – UNLV at USU – February 2, 2019
18. Capitol Council of Presidents – Salt Lake City, February 5, 2019
20. Association of Public Land-Grant Universities Winter Board Meeting – Washington, D.C., February 6-7, 2019
21. Basketball – USU at Fresno State – February 6, 2019
22. Basketball – USU at San Diego State – February 9, 2019
23. Salt Lake Chamber Board of Governors – Salt Lake City, February 12, 2019
24. Capitol Council of Presidents – Salt Lake City, February 12, 2019
25. Basketball – Wyoming at USU – February 13, 2019
26. Aggie Ice Cream at the Capitol – Salt Lake City, February 15, 2019
27. Basketball – USU at Air Force – February 16, 2019
28. Capitol Council of Presidents – Salt Lake City, February 19, 2019
29. Basketball – USU at Boise State – February 23, 2019
30. Capitol Council of Presidents – Salt Lake City, February 26, 2019
31. Basketball – San Diego State at USU – February 26, 2019
32. Remarks at Extension Annual Conference – February 27, 2019
33. Mountain West Board of Directors Executive Committee Call – February 28, 2019
34. USU Board of Trustees – March 1, 2019

President Cockett highlighted the following upcoming events:

- USU Libraries photo archives exhibit celebrating the 150th Anniversary of the Golden Spike, grand opening reception, 4th floor gallery, Utah State Capitol – January 23, 2019, 3-5 p.m.
- USU’s Research Landscapes, AIR by Randy Martin, O.C. Tanner headquarters, 1930 State Street, Salt Lake City – February 26, 2019

IV. CONSENT AGENDA

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

1. Minutes from the Closed Session held on October 12, 2018
2. Minutes from the Regular Meeting held on October 12, 2018
3. Academic Proposals
   - Office of Academic and Instructional Services proposal for a new Center for Student Analytics [Resolution 19-01-01] (Appendix C)
   - School of Applied Sciences, Technology, and Education in the College of Agriculture and Applied Sciences proposal to change the name of the Bachelor of Science in Agricultural Communication and Journalism to Agriculture Communication [Resolution 19-01-02] (Appendix D)
• School of Applied Sciences, Technology, and Education in the College of Agriculture and Applied Sciences proposal to offer an emphasis in the Agricultural Systems Technology program [Resolution 19-01-03] (Appendix E)

• School of Applied Sciences, Technology, and Education in the College of Agriculture and Applied Sciences proposal to add School-Based and Community-Based Emphases to the Bachelor of Science degree in Family and Consumer Sciences Education [Resolution 19-01-04] (Appendix F)

• The Department of English in the College of Humanities and Social Sciences to change the name of American Studies to Folklore and American Studies and restructure the program [Resolution 19-01-05] (Appendix G)

• The Department of Mathematics and Statistics in the College of Science proposal to offer an Applied Mathematics Emphasis with Emphases [Resolution 19-01-06] (Appendix H)

• The Department of Sociology, Social Work and Anthropology in the College of Humanities and Social Sciences to establish the I-System Institute for Transdisciplinary Studies [Resolution 19-01-07] (Appendix I)

• The School of Teacher Education and Leadership in the Emma Eccles Jones College of Education and Human Services proposal to offer and Elementary Mathematics Specialist Certificate [Resolution 19-01-08] (Appendix J)


5. Awards and Proposals – October 2018 [Resolution 19-01-10] (Appendix L)


12. Faculty and Staff Adjustments – [Resolution 19-01-17] (Appendix S)


17. USU Policy 401.4.2 (7) – Faculty with Term Appointments [Resolution 19-01-21] (Appendix X)

18. USU Policy 405.6.2 (2) – Promotion Advisory Committee [Resolution 19-01-22] (Appendix Y)

19. USU Policy 516 – Meals and Entertainment – revision (Item of Information) (Appendix Z)

20. Written Reports

• Academic & Instructional Services (Appendix AA)
• Advancement (Appendix BB)
• Business and Finance (Appendix CC)
• Executive Vice President and Provost (Appendix DD)
• Faculty Senate (Appendix EE)
Action: Trustee Holland moved to approve the Consent Agenda. Trustee Nixon seconded the motion. The voting was unanimous in the affirmative.

V. ACTION AGENDA

1. Proposal from the Department of History in the College of Humanities and Social Sciences to offer a Master’s Degree in Ancient Languages and Cultures [Resolution 19-01-23] (Appendix JJ)

Provost Galey explained that this degree poses no additional costs. Students with advanced studies will be better prepared for success in their professional goals such as seeking a PhD. This degree will make our program competitive.

Action: Trustee Ferry moved to approve the proposal from the Department of History in the College of Humanities and Social Sciences to offer a Master’s Degree in Ancient Languages and Culture. Trustee Nixon seconded the motion. The voting was unanimous in the affirmative.

2. Proposal from the Department of Languages, Philosophy and Communication Studies in the College of Humanities and Social Sciences to offer a Baccalaureate Degree in Chinese [Resolution 19-01-24] (Appendix KK)

This degree proposal is in response to student requests, changes in the labor market, and faculty analysis of current trends. Chinese is a vital language in the global economy. This degree offering will make Utah State more competitive.

Action: Trustee Huntsman moved to approve the proposal from the Department of Languages, Philosophy and Communication Studies in the College of Humanities and Social Sciences to offer a Baccalaureate Degree in Chinese. Trustee Hunsaker seconded the motion. The voting was unanimous in the affirmative.


Trustee Nixon reviewed this proposal during his Audit Committee report.

4. Request for Differential Tuition for the College of Agriculture and Applied Sciences [Resolution 19-01-26] (Appendix MM)
Ken White, Vice President for Extension; Dean, College of Agriculture and Applied Sciences; and Director, AES, explained that the colleges’ undergraduate enrollment has more than doubled over the last decade. Student resources have not kept pace. The proposal includes a $15 per credit hour fee for 1000-2999 level courses and a $39 per credit hour fee (increasing over time to $59) for 3000-5999 level courses. The proposal eliminates most upper-division course fees. Funds would be used to increase instructional capacity for high-growth programs, increase access to academic advisors, and provide experiential learning through high-impact practices.

**Action:** Trustee Holland moved to approve the proposal to establish differential tuition for the College of Agriculture and Applied Sciences as follows:

- approval for up to $39 per credit hour fee for three years as proposed
- after three years, the proposal will be brought back to the Board for further review and approval
- an additional proviso for Dean White to be given the flexibility to work with Vice President Woolstenhulme to implement the proposal at the Regional Campuses at a level that would not adversely affect students in the CTE program

Trustee Ferry seconded the motion. The motion carried with Trustee Hunsaker voting against the motion.

VI. Committee Meeting Items

1. Minutes from the Audit Committee meeting held on March 2, 2018 (Appendix NN)
2. Agenda for the meeting on October 12, 2018 (Appendix OO)

**Action:** Trustee Hunsaker made a motion to adjourn the meeting. Trustee Peczuh seconded the motion; the voting was unanimous in the affirmative.

The meeting adjourned at 12:49 p.m.

Jody K. Burnett, Chair

March 8, 2019

Sydney M. Peterson, Secretary

(Date taken by Carolyn Brittain)