

EXECUTIVE SESSION
UTAH STATE UNIVERSITY BOARD OF TRUSTEES
JULY 10, 2009

Minutes of the Executive Session of the Utah State University Board of Trustees held as a telephone conference call at 10:02 a.m.

MEMBERS PRESENT

Suzanne Pierce-Moore	Chair (Champ Hall Conference Room, Old Main 136)
Ronald W. Jibson	Vice Chair
Ralph W. Binns	(Champ Hall Conference Room, Old Main 136)
David P. Cook	
Robert L. Foley	
Richard L. Shipley	(Champ Hall Conference Room, Old Main 136)
Tyler L. Tolson	(Champ Hall Conference Room, Old Main 136)

MEMBERS EXCUSED

Douglas S. Foxley
Susan D. Johnson
Scott R. Watterson


UNIVERSITY REPRESENTATIVES PRESENT (Champ Hall Conference Room, Old Main 136)

Stan L. Albrecht	(By telephone)
Raymond T. Coward	Executive Vice President and Provost
Sydney M. Peterson	Chief of Staff and Board of Trustees Secretary

Chair Pierce-Moore conducted the meeting.

Personnel items were discussed.

The Executive Session adjourned at 10:35 a.m.


Suzanne Pierce-Moore, Chair


Sydney M. Peterson, Secretary

October 9, 2009
Date

REGULAR MEETING
UTAH STATE UNIVERSITY BOARD OF TRUSTEES
JULY 10, 2009

Minutes of the Regular Meeting of the Utah State University Board of Trustees held as a telephone conference call at 10:40 a.m.

MEMBERS PRESENT

Suzanne Pierce-Moore	Chair (Champ Hall Conference Room, Old Main 136)
Ronald W. Jibson	Vice Chair
Ralph W. Binns	(Champ Hall Conference Room, Old Main 136)
David P. Cook	
Robert L. Foley	
Richard L. Shipley	(Champ Hall Conference Room, Old Main 136)
Tyler L. Tolson	(Champ Hall Conference Room, Old Main 136)

MEMBERS EXCUSED

Douglas S. Foxley
Susan D. Johnson
Scott R. Watterson

UNIVERSITY REPRESENTATIVES PRESENT (Champ Hall Conference Room, Old Main 136)

Raymond T. Coward	Executive Vice President and Provost
Noelle E. Cockett	Vice President and Dean for Extension and Agriculture
Fred R. Hunsaker	Interim Vice President for Business and Finance
M. Kay Jeppesen	Vice President and CIO for Information Technology
Brent C. Miller	Vice President for Research
James D. Morales	Vice President for Student Services
F. Ross Peterson	Vice President for University Advancement
Ned M. Weinshenker	Vice President for Strategic Ventures and Economic Development
Jodi Bailey	Chief Audit Executive
David T. Cowley	Associate Vice President for Business and Finance
Dwight E. Davis	Associate Vice President for Auxiliary Services
Doug Garrett	President of the Professional Employees Association
Michael J. Kennedy	Special Assistant to the President for Federal and State Relations (By Telephone)
Craig Miller	President of the Classified Employees Association

Michael Parent Past President of the Faculty Senate
Sydney M. Peterson Chief of Staff and Board of Trustees Secretary
Mira G. Thatcher Secretary

MEMBERS OF THE MEDIA PRESENT

Kim Burgess *The Herald Journal*

Chair Pierce-Moore conducted the meeting and welcomed those present. She excused Trustees Douglas S. Foxley, Susan D. Johnson, and Scott R. Watterson. She introduced Vice President Morales, who expressed his appreciation for the opportunity to serve as USU's Vice President for Student Services. She excused Edward Heath, new President of the Faculty Senate, and welcomed Michael Parent who represented the Faculty Senate and Doug Garrett, President of the Professional Employees Association. She introduced Craig Miller, new President of the Classified Employees Association.

Sydney Peterson indicated that President Albrecht is attending the Northwest Commission on Colleges and Universities (NWCCU) Retreat and Commission meeting. He joined the Executive Session by telephone, but was unable to join the Regular Meeting.

I. Chair's Report

A. New and Outgoing Trustees

Chair Pierce-Moore introduced Ralph W. Binns, new Trustee and President of the Alumni Association, and stated that Susan D. Johnson was appointed to the Board by Governor Huntsman. She expressed appreciation for outgoing Trustees Paul D. Parkinson and David Johnson III.

Trustees were given an updated list of members of the Board of Trustees (Appendix A) for their information.

B. Oath of Office for Ralph W. Binns

Chair Pierce-Moore administered the oath of office to Ralph W. Binns.

C. ASUSU Report

Trustee Tolson reported that he and Spencer Lee, ASUSU Executive Vice President, attended the "Leadershape Conference" in Illinois which focused on leadership training and determining visions and goals. They hope to incorporate

some of the ideas in the Aggie BLUE Fall Leadership training in August. They are recruiting students to attend the leadership training, and hope to raise training to a new level. One goal for ASUSU is to get freshmen and seniors more involved in committees and campus activities. Trustee Tolson is requesting letters from alumni concerning what it means to them to be an Aggie. Each person attending the conference will receive a letter which will hopefully help to instill Aggie pride and a connection with the University family.

D. Alumni Association Report

Trustee Binns expressed appreciation for the opportunity to represent USU alumni. He reported that Wallace Odd retired in May, and Patty Halaufia has been appointed as Executive Director of Alumni Relations. There is good communication between the Alumni Association and the Advancement Office, and Executive Director Halaufia is reviewing internal job assignments and the budget. He stated that the Alumni Relations office does not have a lot of manpower or budget, but will accomplish things in a positive and professional way.

Trustee Binns expressed his appreciation for Paul D. Parkinson, former President of the Alumni Association. He said that Mr. Parkinson represented the alumni well, and is still on the Alumni Council.

Lagoon Family Day was held on July 9. Vice President Peterson indicated that 900 tickets were purchased. The Davis County Alumni Chapter helped with the ice cream social. There was good representation from the University including the Admissions Office, recruiters, faculty, and football players.

Trustee Binns announced that Richard McKinnon, Business Manager for the Alumni Relations Office, had been accepted to law school at the University of Wyoming on a scholarship.

E. Committee Structure and Assignments

Chair Pierce-Moore indicated that Trustees committees and assignments will be finalized after the Trustees Workshop scheduled for August 20-21. The structure of the committees will be determined by how Trustees can best help the University.

F. Trustees Workshop

Chair Pierce-Moore stated that the Trustees Workshop is scheduled for Thursday and Friday, August 20-21.

G. Followup on Sustainability Conference

Chair Pierce-Moore reported that a Sustainability Conference was held in February 2008 with individuals from Park City. Plans are being finalized for an event to be held in Park City on August 14 and will include individuals from Park City, USU, state government, and USTAR. Energy research will be discussed.

H. Date of the Next Board of Trustees Meetings

The next Board of Trustees meeting will be held on Friday, October 9, 2009.

II. President's Report

A. Budget Reduction Progress Report

Provost Coward reported that the books for fiscal year 2008-2009 are closed. Funding for USU for 2008-2009 from the state education and general (E & G) funds was cut by \$14.5 million. Personnel is the largest part of the E & G budget at 75% – and in the academic units it is approximately 90%. Of the \$14.5 million cut, \$11 million was taken from personnel. Provost Coward reported that budget cuts were taken in the following areas:

- 34% by eliminating or reducing open.
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- 23% through the voluntary separation incentive program. Approximately one-third of the positions left open due to the voluntary separation program will be filled.
- Approximately 18% through reductions and non renewals, or individuals who were terminated.
- 13% through revenue shifts, meaning individuals previously paid by E & G funds will be paid through a different account.
- 11% from discretionary wage pools.

Provost Coward reported that there were 162 fewer employees as of July 1 as follows:

- 57 fewer faculty at a savings of \$5.1 million.
- 47 fewer professional employees at a savings of \$3.4 million.
- 58 fewer classified employees at a savings of \$2.4 million.

Provost Coward said that the budget for 2009-2010 will be cut by an additional \$13 million, and more personnel cuts are expected.

B. Enrollment Update

Vice President Morales indicated that in past years, USU experienced enrollment declines. Because of changes and investments, enrollment has increased and significant goals have been achieved. He commended those involved in recruiting efforts, including departments across campus.

Vice President Morales reported that applications for fall semester 2009 have increased 10% over last year. At this time last year, there were 5,700 applications for fall semester, and this year there are 6,300 applications. An increase in applications is a national and local trend. Admittance has been offered to 9% more students than last year, which is approximately 500 more students. Approximately 2,400 students have accepted our offer of admission this year, compared to 2,300 last year at this time.

Vice President Morales stated that they will do everything possible to continue these trends. Enrollment numbers for transfer students and regional campuses are also posting increases. He said everyone needs to continue to influence potential students to attend USU.

Indicators are positive for future enrollment. Vice President Morales listed the following:

- This year 18,800 perspective students attended a USU presentation or college fair, which was 7,000 more students than the previous year.
- This year 7,400 students attended receptions or open houses, which is 2,800 more students than last year.
- 2,700 students have visited campus this year, which is an increase of 588 students over the previous year.

USU recruiters have traveled 205,000 miles in 11 states, which is 95,000 miles more than the previous year. They are actively working to achieve enrollment goals.

Vice President Morales said they will continue to review goals and strategies annually, and will consider exploring new markets within the US as well as internationally.

Retention is important to enrollment numbers. Recruiting is more costly than retaining students. Vice President Morales said that as a solid retention plan is developed and instigated, it will boost not only overall enrollment and FTE, but also revenue.

Vice President Morales said the number of scholarships and waivers awarded will be analyzed in order to help achieve enrollment goals. The net tuition revenue will be considered to determine if there is overspending or underspending.

C. Comprehensive Campaign Report

Vice President Peterson stated that the comprehensive campaign is moving forward and is more focused. At the end of the fiscal year, cash donations increased 11% or \$3.1 million more than the previous year (\$27.3 million the previous year and \$30.4 million this year).

There were thirty new endowments. The goal is to have 200 new endowments by the end of the campaign. There have been 92 new endowments established in the last 3 years.

Vice President Peterson praised the management of USU's investment pool. He said compared to the national average, USU's investment pool is not down as much as others.

There was a 15% increase this year in the Athletics Big Blue Drive, or more than \$900,000.

Only about 10% of total alumni donate to USU, so there are more than 100,000 alumni to work with. Giving from administration and staff has decreased. Faculty giving has remained about the same.

Vice President Peterson stated that University Advancement has cut back because of the budget reductions. They continue to travel and meet new people and they remain focused on University priorities and goals for colleges and departments. They continue to be optimistic and are more focused and will achieve their goals. Successful events have been held, bringing attention to specific departments. There are many positive things taking place, and they will continue to move forward.

D. College of Eastern Utah Task Force Update

Provost Coward reported that on July 13 the Regents Subcommittee Task Force, which was created by the Regents to review CEU becoming affiliated with USU,

will hold meetings in Blanding and Price and receive feedback from members of the community. On July 17, the full Board of Regents will consider the proposal and recommend action.

E. Recent Events

1. USU Foundation Board Meeting, May 15-16, 2009
2. Big Blue Scholarship Fund Drive, May 21, 2009
3. Donny Osmond Memorial Day Tribute Benefit Concert, May 26, 2009 –
 - According to Vice President Peterson, the concert sold out and brought approximately \$160,000 into the Music and Theatre Departments.
4. WAC Board of Directors' Conference, June 1-3, 2009
5. Sunrise Sessions, June 5, 2009
6. Maureen McGovern Benefit Concerts – Logan, July 1, 2009; Idaho Falls, July 2, 2009; Sun Valley, July 3, 2009
 - Vice President Peterson said the benefit concerts were a great venue with amazing supporters and guests. He expressed appreciation for the members of the volunteer chorus who paid their own way.
7. NWCCU Commission Meetings, July 8-10, 2009

F. Upcoming Events

1. UBATC Building Ribbon Cutting, Vernal, August 7, 2009
 - Trustee Foley said the ribbon cutting is an important event for residents of the Uintah Basin. It is a joint UBATC and USU building, and USU. This is the beginning of a new campus. He invited all who are able to attend the ribbon cutting.
2. Board of Regents, USU Campus, August 28, 2009
 - Sydney Peterson stated that Trustees are invited to meet with the Regents on campus, and it is hoped that many will be able to attend.
 - Chief Audit Executive, Jodi Bailey, indicated that when the Regents meet on the USU campus the Trustees Audit Committee will meet and present the annual report.
3. Janet Quinney Lawson Sculpture Unveiling, September 18, 2009
4. Homecoming, September 25-26, 2009
5. Sunrise Sessions, October 16, 2009
 - Vice President Miller stated that Bonnie Pitblado, Department of Sociology, Social Work and Anthropology, will give a presentation on Paleoindian artifacts. There has been a great deal of community participation in helping to identify dozens of sites in southern Idaho and northern Utah and she is with her students excavating sites.

6. Old Main Society, October 23, 2009
 - Vice President Peterson said this year, because of budget cuts, there will not be a dinner for the Old Main Society event which will save approximately \$30,000. There will be a nice event and reception to honor the fifty-one individuals who will be inducted into the Old Main Society.
7. Foundation Board Meeting, October 23-24, 2009
8. SDL 50th Anniversary Celebration, November 6-7, 2009 – Anniversary Gala, November 6, 2009, 7:00 p.m. - 9:00 p.m.
 - Vice President Miller stated that a number of events have been scheduled in conjunction with the 50th anniversary of SDL.

III. Consent Agenda

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

Minutes of the Executive Session Held on May 15, 2009
Minutes of the Regular Meeting Held on May 15, 2009
Resolution 09-7-1 Faculty and Staff Adjustment (Appendix B)
Resolution 09-7-2 Certificate of the Treasurer for March 2009 (Appendix C)
Resolution 09-7-3 Certificate of the Treasurer for April 2009 (Appendix D)
Resolution 09-7-4 Report of Investments for March (Appendix E)
Resolution 09-7-5 Report of Investments for April (Appendix F)
Resolution 09-7-6 Utah State University 2009-2010 Auxiliary/Service Enterprise Budgets (Appendix G)
Resolution 09-7-7 Utah State University Master Plan (Appendix H)
Resolution 09-7-8 Capital Development Priority List for 2010-2011 (Request to the Board of Regents) (Appendix I)
Resolution 09-7-9 Bad Debt Write Off Recommendation for Fiscal Year Ending 30 June 2009 (Appendix J)
Resolution 09-7-10 Delegation/Administration Reports for April 29, 2009 to June 3, 2009 (Appendix K)
Resolution 09-7-11 Contract/Grant Proposals and Awards for April 2009 (Appendix L)
Resolution 09-7-12 Contract/Grant Proposals and Awards for May (Appendix M)
Resolution 09-7-13 Utah State University Research Foundation Trustee Term Extensions (Appendix N)
Executive Session to be held on October 9, 2009, to discuss those items which are permitted by law to be discussed in Executive Session.

Action: Trustee Shipley moved approval of the Consent Agenda items (including the addendums), and Trustee Tolson seconded the motion. The voting was unanimous in the affirmative.

IV. Action Agenda

- A. Proposal from the Department of Health, Physical Education and Recreation (HPER) in the Emma Eccles Jones College of Education and Human Services at Utah State University (USU) to Rename the Bachelor of Science (BS) in Physical Education to a BS in Human Movement Science, Effective Fall Semester 2009

Trustees were given the proposal from the Department of Health, Physical Education and Recreation (HPER) in the Emma Eccles Jones College of Education and Human Services at Utah State University (USU) to rename the Bachelor of Science (BS) in Physical Education to a BS in Human Movement Science, effective fall semester 2009 (Appendix O) for their consideration.

Provost Coward said the change of name to a BS in Human Movement Science reflects national trends which are changing from the term "physical education." It reflects the broader science in the programs. This will improve the opportunities for students when they graduate.

(See action below.)

- B. Proposal from the Department of Economics and Finance in the Huntsman School of Business at Utah State University (USU) to Offer a Minor in Quantitative Finance, Effective Fall 2009

Trustees were given the proposal from the Department of Economics and Finance in the Huntsman School of Business at Utah State University (USU) to offer a minor in Quantitative Finance, effective fall 2009 (Appendix P) for their consideration.

Provost Coward said the request to offer a minor in Quantitative Finance is due to a growing interest in the business and finance world of having individuals with strong quantitative and analysis skills. This is a reflection of what they believe is the demand in the industry.

Action: Trustee Binns moved approval of Resolution 09-7-14 the proposal from the Department of Health, Physical Education and Recreation (HPER) in the Emma Eccles Jones College of Education and Human Services at Utah State University (USU) to rename the Bachelor of Science (BS) in Physical Education to a BS in Human Movement Science, effective fall semester 2009 (Appendix O), and Resolution 09-7-15 the proposal from the Department of Economics and Finance in the Huntsman School of Business at Utah State University (USU) to offer a minor in Quantitative Finance, effective fall 2009 (Appendix P). Trustee Foley seconded the motion, and the voting was unanimous in the affirmative.

C. Refunding of Series 1999A Student Fee and Housing System Revenue Bonds

Trustees were given the proposal for refunding of series 1999A student fee and housing revenue bonds (Appendix Q) for their consideration.

Vice President Hunsaker stated that when the student fee and housing system bond was issued in 1999, USU gave up some interest in order to have a callable date. The first callable date is September 1, 2009, meaning we are able to refund the bond and refinance in order to take advantage of lower interest rates. The lower interest rate, if the market remains where it is, will be a savings of almost 4.31% on the debt service component. The recommended savings is 3%. That is subject to the interest rate market between now and September 1.

Action: Trustee Jibson moved approval of Resolution 09-7-16 the refunding of series 1999A student fee and housing revenue bonds (Appendix Q), and Trustee Cook seconded the motion. The voting was unanimous in the affirmative.

D. Debt Service Coverage

Vice President Hunsaker reported on the three bond systems as follows:

- Student Fee and Housing System – the earnings are required to exceed the payment by 1.1 times. We have 1.31 times, so we exceed the requirement of the bond covenants.
- Stadium/Spectrum Recreational Facility Bond – the earnings are required to exceed the payment by 1.1 times. We have 1.39 times, so we exceed the requirement.
- Research Revenue System – the earnings are required to exceed the payment by 2.5 times. We have 8.4 times the requirement, so we exceed the requirement by a healthy margin.

E. Tenure and Promotion Decisions 2009 (Addendum to Tenure and Promotion Resolution Approved April 10, 2009)

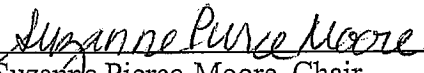
Trustees were given Tenure and Promotion Decisions 2009 (an addendum to the Tenure and Promotion Resolution which was approved by the Trustees on April 10, 2009) (Appendix R) for their consideration.

Provost Coward stated that there are two tenure and promotion recommendations for consideration. These additional recommendations were reviewed following the Faculty Code as were the previous promotions. He recommended that the promotions be approved by the Board.

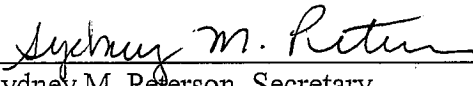
Action: Trustee Jibson moved approval of Resolution 09-7-17, the tenure and Promotion Decisions for 2009 (Appendix R), and Trustee Foley seconded the motion. The voting was unanimous in the affirmative.

Action: Trustee Tolson moved that the meeting adjourn, and Trustee Binns seconded the motion.

The Regular Meeting adjourned at 11:30 a.m.



Suzanne Pierce-Moore, Chair



Sydney M. Peterson, Secretary
(Minutes Taken by Mira G. Thatcher)

October 9, 2009

Date Approved