

REGULAR MEETING
UTAH STATE UNIVERSITY BOARD OF TRUSTEES
Utah State University, Alma Sonne Board Room, Logan, Utah
January 8, 2016

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

MEMBERS PRESENT

Ronald W. Jibson	Chair
Scott R. Watterson	Vice Chair – via telephone
Jody K. Burnett	
Mark K. Holland	
Susan D. Johnson	
J. Scott Nixon	
Trevor Sean Olsen	
Frank Peczuh, Jr.	
Lane L. Thomas	

MEMBERS EXCUSED

Karen H. Huntsman

UNIVERSITY REPRESENTATIVES PRESENT

Stan L. Albrecht	President
Neil Abercrombie	Director, Government Relations
Douglas Anderson	Dean, Jon M. Huntsman School of Business
Jodi Bailey	Chief Audit Executive
Robert Behunin	Vice President, Advancement and Commercialization
Sterling Bone	Associate Professor, Management
Carolyn Brittain	Staff Assistant
David T. Cowley	Vice President for Business and Finance
Cindy Dewey	Department Head, Music
John Hartwell	Vice President and Director of Athletics
Mica McKinney	General Counsel
Mark McLellan	Vice President, Research and Dean of Graduate Studies
Dave Patel	Associate Dean Student Affairs, Jon M. Huntsman School of Business
Sydney M. Peterson	Chief of Staff and Board of Trustees Secretary
Laurens H. Smith	Executive Senior Vice President, Provost's Office
Nate Stephens	Faculty, School of Accountancy, Jon M. Huntsman School of Business
Larry Walther	Acting Dean, Jon M. Huntsman School of Business
Brian Warnick	Associate Dean, College of Agriculture and Applied Sciences
Ken White	Vice President of Agriculture and Education, and Dean, College of Agriculture and Applied Science Director, Utah Agricultural Experiment Station
Tim Vitale	Director, Public Relations and Marketing

OTHERS PRESENT

Brenna Kelley *The Statesman*
Kevin Opsahl *The Herald Journal*
Teresa Theurer Utah State Board of Regents

Chair Jibson called the regular meeting to order.

Action: Trustee Burnett moved that in accordance with 52-4-205 of the Utah Code 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 Gillmor seconded the motion. The voting was unanimous in the affirmative.

Chair Jibson called the Regular Meeting back to order following the closed Executive Session at 10:12 a.m. He recognized Vice Chair Watterson participating via telephone and excused Trustee Huntsman. Regent Theurer, members of the administration, faculty and staff representatives and members of the press were welcomed and thanked for their support.

I. CHAIR’S REPORT

A. Approved Schedule of meetings through May 5, 2017

Chair Jibson noted the approved schedule of meetings through May 5, 2017 in the Trustees folders (Appendix A).

B. Board of Trustee Committee Assignments for 2015-2016

Chair Jibson also noted the Board of Trustees committee assignments for 2015-2016 in the Trustees folders (Appendix B).

C. Alumni Association Report – Lane L. Thomas

Trustee Thomas noted that alumni have given over \$40 million over the last three years. Alumni giving accounts for 32 percent of donations and 53 percent of all donors during that period. The next largest category is corporations wherein alumni hold key positions. There is a need to keep alumni involved and engaged. The Association will be holding the Alumni Hall of Honor on February 27.

D. Report on the Audit Committee meeting held January 8, 2016 – J. Scott Nixon

Trustee Nixon reported that during the meeting the Committee covered a number of topics. Chief Audit Executive, Jodi Bailey, prepared the reports to be provided to the Board of Regents that summarize their work throughout the year. Trustee Nixon stated that the Committee has reviewed these reports and recommends that the Board approve the following:

- Utah State University Management Letter and Financial Statements for the Year Ended 30 June 2015
- Utah State University Research Foundation Management Letter and Financial Statements for the Year Ended 30 June 2015
- Utah Public Radio Financial Statements for the Year Ended 30 June 2015, with Independent Auditor's Reports
- Edith Bowen Laboratory School Financial Statements for the Year Ended 30 June 2015, with the Independent Auditor's Reports

Action: Trustee Nixon moved the approval of Resolution 16-01-25, the proposal to accept the External Audit Reports (Appendix PP). Trustee Burnett seconded the motion. The voting was unanimous in the affirmative.

The second report that Trustee Nixon asked that the Board approve was the Trustees Audit Committee Annual Report of Internal Audit Committee Activities for 2015 which will be presented to the Regents Audit Committee with his recommendation for approval by the Board.

Action: Trustee Nixon moved the acceptance of the Trustees Audit Committee Annual Report of Internal Audit Committee Activities for 2015. Trustee Johnson seconded the motion. The voting was unanimous in the affirmative.

E. USUSA Report – Trevor Sean Olsen

Trustee Olsen noted that the Academic Senate is working with an ad hoc committee to revise the current No-Test Week Policy to benefit both students and professors. A new HURD reward program will give students points for attending athletic events. Prizes will be given when certain numbers of points are earned. The goal is to incentivize more students to attend athletic events. The Student Fee Board will hold meetings to hear requests for new fees or fee increases. A Diversity Counsel has been created to meet with groups on campus to discuss diversity issues. Coordination of Regional Campus Student Government has moved to the Student Involvement & Leadership Center. The goal is to have more coordination between Logan student government and the Regional Campuses. USU Eastern reported that their big event for the year, Light Bright, was a success. Trustee Olsen said that they will be working more closely with USU Eastern student leadership to make them feel more a part of Utah State.

F. Date of Next Meeting

The next meeting will be held on March 4, 2016 on the Logan campus with an afternoon start time.

G. Items for Discussion

Dean Douglas Anderson presented a report from the Huntsman School of Business (HSB)

regarding differential tuition. He explained the two pillars of the HSB case for differential tuition. First, student success at graduation and career prospects over a lifetime in business are materially enhanced by a program of excellence and a brand whose value continues to appreciate in the marketplace. Second, the cost of producing such a program of continuously improving quality of new Ph.D.'s in the disciplines of business has not met the explosion in worldwide demand for higher education in business. This demand/supply imbalance has had a predictable impact on the salaries of faculty in a market place that is not only national, but international in scope.

Associate Dean Dave presented additional information on the uses of differential tuition. He explained that differential tuition has been applied toward faculty and staff salaries, administration infrastructure, and developing a program of excellence.

More information regarding differential tuition for the Jon M. Huntsman School of Business can be found at:

<https://huntsman.usu.edu/about/differential-tuition>
<https://huntsman.usu.edu/about/documents/dt-advisory-board-charter.pdf>

The Trustees were invited to attend the opening of Huntsman Hall on March 16, 2016.

II. PRESIDENT'S REPORT

A. Student Resolution of Commendation to Casey Heslop

Trustee Olsen introduced Casey Heslop, a finance major, who is a perfect example of what it means to be a member of the Aggie Family. When asked how USU has helped him, Casey responded by saying, "USU has become more than just an academic institution for me. Academic attainment is still important, but more important is who I become as a result of my education. The professors, administration, and many of the students seem to have this understanding. This is what is important." The university is a better place because of his positive attitude and genuine care for others (Appendix C).

B. Legislative Preview – Neil Abercrombie

Neil Abercrombie, Director of Government Relations, noted that there are 14 pre-filed bills that affect USU. Director Abercrombie recognized two retiring legislators, Representative Jack Draxler and Senator Stephen Urquhart, who have been great advocates for Utah State University and higher education. The good news is that Utah's economy continues to be strong. The anticipated discussion items for higher education appropriations include: graduate initiative, performance-based funding, capital facilities building formula, tuition increases, USTAR, pathways to completion, and UCAT governance. The top priorities for USU are: a new science building funding (\$59 million), graduate education funding (\$6 million ongoing split with the University of Utah), the USU Extension Water Initiative, USTAR reform, and performance funding. Water policy

is a major item for our state; USU is positioned to be the expert for this field. President Albrecht added that there will be bills introduced regarding constitutional carry of firearms which will affect public schools.

C. Recent Events

1. Basketball – Oklahoma Panhandle State at USU – October 31, 2015
2. Inaugural Professor Lecture, Debra Spielmaker, President’s Home – November 3, 2015
3. Remarks at School of Accountancy Luncheon for Quigley/Deloitte Professorship Announcement – November 5, 2015
4. Basketball – Cal State Monterey Bay at USU – November 6, 2015
5. Football – USU at New Mexico – November 7, 2015
6. Inaugural Professor Lecture, Dirk Vanderwall, President’s Home – November 9, 2015
7. Salt Lake Chamber Board of Governors, Salt Lake City – November 10, 2015
8. Woodbury Recognition Luncheon – November 10, 2015
9. Inaugural Professor Lecture, Xiao Jun Qi, President’s Home – November 11, 2015
10. Utah Campus Compact Fall Board Meeting by Video Conference – November 12, 2015
11. Board of Regents, Weber State University, Ogden – November 13, 2015
12. Basketball – USU at Weber State – November 13, 2015
13. Football – USU at Air Force – November 14, 2015
14. Association of Public Land-Grant Universities Annual Meeting, Indiana – November 16-17, 2015
15. Basketball – Adams State at USU – November 17, 2015
16. Northwest Commission on Colleges and Universities Executive Committee Meeting, Oregon – November 18, 2015
17. Remarks at Aggie Recreation Center Grand Opening – November 19, 2015
18. Utah Farm Bureau “Friend of Agriculture Award” Reception and Banquet, Layton – November 20, 2015
19. Basketball – Union College at USU – November 20, 2015
20. Football – Nevada at USU – November 21, 2015
21. Diwali Festival of Lights – November 21, 2015
22. Basketball – UVU at USU – November 24, 2015
23. Football – BYU at USU – November 28, 2015
24. Basketball – USU at Duke – November 29, 2015
25. Inaugural Professor Lecture, Jennifer Peeples, President’s Home – November 30, 2015
26. Remarks at USU-Brigham City Classroom and Student Services Building Luncheon and Ribbon Cutting – December 1, 2015
27. Basketball – USU at Missouri State – December 1, 2015
28. Inaugural Professor Lecture, Grant Cardon, President’s Home – December 2, 2015
29. Regents Legislative Preview Luncheon – December 3, 2015
30. Remarks at Utah Water Research Lab Wrap-up Open House – November 3, 2015
31. Regence BlueCross BlueShield Community Board Meeting by teleconference – December 3, 2015
32. Annual Christmas Concert and Reception – December 5, 2015
33. Football – Mountain West Championship Game, TBD – December 5, 2015
34. Salt Lake Chamber Board of Governors, Salt Lake City – December 8, 2015

35. Basketball – USU at BYU – December 9, 2015
36. Carnegie Reception for Rich Etchberger – December 10, 2015
37. Basketball – UC Irvine at USU – December 12, 2015
38. Mountain West Board of Directors, Phoenix – December 13-14, 2015
39. Basketball – Gossner Classic – December 21-23, 2015
40. Football – Famous Idaho Potato Bowl, USU v. University of Akron, Boise, Idaho – December 22, 2015
41. Basketball – USU at San Jose State – December 30, 2015
42. Basketball – San Diego State at USU – January 2, 2016
43. Council of Presidents, Salt Lake City – January 5, 2016
44. Basketball – USU at Boise State – January 5, 2016
45. Northwest Commission on Colleges and Universities Meetings, Washington – January 6-7, 2016
46. USU Board of Trustees Regular Meeting – January 8, 2016

D. Upcoming Events

1. Basketball – USU at New Mexico – January 9, 2016
2. K-16 Alliance – January 11, 2016
3. USU-Tooele Luncheon and Ribbon Cutting – January 12, 2016
4. Basketball – Air Force at USU – January 12, 2016
5. NCAA Board of Directors and Board of Governors Meetings, San Antonio – January 13-14, 2016
6. Basketball – USU at Colorado State – January 16, 2016
7. Legislative Preview with Legislators, USU Botanical Center, Layton – January 20, 2016
8. Board of Regents, University of Utah, Salt Lake City – January 22, 2016
9. Basketball – USU at San Diego State – January 23, 2016
10. Salt Lake Chamber Board of Governors, Salt Lake City – January 26, 2016
11. Special Council of Presidents for 2016 Legislative Session, Salt Lake City – January 27, 2016
12. Sunrise Session, Salt Lake City – January 29, 2016
13. Basketball – Nevada at USU – January 30, 2016
14. Inaugural Professor Lecture, Tom Baldwin, President’s Home – February 2, 2016
15. Basketball – USU at Boise State – February 2, 2016
16. Basketball – USU at Wyoming – February 6, 2016
17. President’s Pre-Game Reception – February 9, 2016
18. Basketball – New Mexico at USU – February 9, 2016
19. Special Council of Presidents for 2016 Legislative Session, Salt Lake City – February 10, 2016
20. Inaugural Professor Lecture, Frank Caliendo, President’s Home – February 11, 2016
21. Basketball – Colorado State at USU – February 17, 2016
22. Inaugural Professor Lecture, James Sanders, President’s Home – February 18, 2016
23. Utah Campus Compact 20th Anniversary, Salt Lake City – February 19, 2016
24. Higher Ed Day Luncheon at the Capitol, Salt Lake City – February 19, 2016
25. Basketball – USU at Fresno State – February 20, 2016
26. Inaugural Professor Lecture, Joanna Ender-Wata, President’s Home – February 22, 2016

27. Salt Lake Chamber Board of Governors, Salt Lake City – February 23, 2016
28. Special Council of Presidents for 2016 Legislative Session, Salt Lake City – February 24, 2016
29. Basketball – USU at Nevada – February 24, 2016
30. Inaugural Professor Lecture, Bedri Cetiner, President’s Home – February 25, 2016
31. Basketball – San Jose State at USU – February 27, 2016
32. Inaugural Professor Lecture, Evelyn Funda, President’s Home – February 29, 2016
33. Northwest Commission on Colleges and Universities Annual Meeting, Seattle – March 1, 2016
34. Basketball – USU at Air Force – March 1, 2016
35. USU Board of Trustees Regular Meeting – March 4, 2016
36. Founders Day – March 4, 2016

III. CONSENT AGENDA

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

1. Minutes from the Executive Meeting held on October 30, 2015
2. Minutes from the Regular Meeting held on October 30, 2015
3. Resolution 16-01-01 – Certificate of Treasurer – 2015-08 – August (Appendix D)
4. Resolution 16-01-02 – Certificate of Treasurer – 2015-09 – September (Appendix E)
5. Resolution 16-01-03 – Contract/Grant Proposals and Awards – 2015-10 – October (Appendix F)
6. Resolution 16-01-04 – Contract/Grant Proposals and Awards – 2015-11 – November (Appendix G)
7. Resolution 16-01-05 – Delegation Administrative Reports – 2015-10-19 to 2015-11-23 (Appendix H)
8. Resolution 16-01-06 – Faculty Staff Adjustments (Appendix I)
9. Resolution 16-01-07 – Honorary Degrees – 2016 (Appendix J)
10. Resolution 16-01-08 – Real Property Acquisition (Appendix K)
11. Resolution 16-01-09 – Report of Investments – 2015-08 – August (Appendix L)
12. Resolution 16-01-10 – Report of Investments – 2015-09 – September (Appendix M)
13. Resolution 16-01-11 – USU Policy Manual – Sections 405.8.3(1), 405.7.2(1), and 405.11.4(1) – External Peer Reviews (Appendix N)
14. Acceptance of Written Reports
 - Advancement/Alumni (Appendix O)
 - Athletics (Appendix P)

- Business and Finance (Appendix Q)
- Executive Vice President and Provost (Appendix R)
- Extension and College of Agriculture (Appendix S)
- Faculty Senate (Appendix T)
- Federal and State Relations (Appendix U)
- Innovation and Commercialization (Appendix V)
- Professional Employees Association (Appendix W)
- Public Relations and Marketing (Appendix X)
- Research and Graduate Studies (Appendix Y)
- Student Services (Appendix Z)
- USU Eastern (Appendix AA)
- USUSA (Appendix BB)

Chair Jibson asked if items on the Consent Agenda needed to be moved to the Action Agenda for discussion. No requests were made.

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

IV. ACTION AGENDA

Vice Provost Larry Smith presented thirteen academic proposals for approval.

1. Department of Applied Economics (APEC) – Bachelor of Science degree in Agribusiness and a Bachelor of Arts in International Agribusiness delivered in Mauritius

Mauritius is a small island off the east coast of Africa. The program is based on a model for what is done in the China program. Students will be required to meet USU admission requirements. Access is limited to India African countries who are below the high income and upper income by the World Bank such as Indonesia and Sri Lanka. Students can receive these two degrees with instate tuition. The programs are overseen by faculty here who will take trips over to monitor students/programs. Instructors will come here to be taught/trained by our faculty. Quality control will reside with the faculty of the department. A cohort of at least 50 a year, with no more than 100 is expected.

Action: Trustee Johnson moved the approval of Resolution 16-01-12 the proposal to add Department of Applied Economics (APEC) – Bachelor of Science degree in Agribusiness and a Bachelor of Arts in International Agribusiness delivered in Mauritius (Appendix CC). Trustee Olsen seconded the motion. The voting was unanimous in the affirmative.

Items two through seven were voted upon as a group.

2. School of Applied Sciences, Technology and Education (ASTE) – Associate of Science degree in Agriculture Science – Resolution 16-01-13 (Appendix DD)

The idea for this degree stemmed from the realization that an Associate’s degree in Agriculture Science would well serve the students of Regional Campuses in lieu of an Associate’s degree in Science. This associate’s degree is 100 percent transferable into any program in the College of Agriculture and into some within the College of Natural Resources.

Dean Ken White presented resolutions 3, 4, 5, and 7 grouped together. All are certificate programs from the School of Applied Sciences, Technology and Education (ASTE.). These programs are exclusively designed for regional campuses and will meet the needs of rural areas and online businesses. A certificate in proficiency is typically less than one year while a certificate of completion would be more than one year and less than two. These certificates are stackable credits. Trustee Gillmor added that this need has been growing for many years and will be a lifesaver for rural economies.

3. School of Applied Sciences, Technology and Education (ASTE) – Certificate of Proficiency in Digital Design – Resolution 16-01-14 (Appendix EE)
4. School of Applied Sciences, Technology and Education (ASTE) – Certificate of Proficiency in Professional Bookkeeping – Resolution 16-01-15 (Appendix FF)
5. School of Applied Sciences, Technology and Education (ASTE) – Certificate of Proficiency in Web Business – Resolution 16-01-16 (Appendix GG)
6. School of Applied Sciences, Technology and Education (ASTE) – Minor in Technology & Engineering Education – Resolution 16-01-17 (Appendix HH)

Dean White explained that this minor is designed to assist those in a teaching program for example in Portuguese; they can complete this minor and then have the capacity to teach more than just Portuguese. Graduates could teach in the STEM areas with this minor and potentially be more marketable. This minor is associated with a state endorsement.

7. School of Applied Sciences, Technology and Education (ASTE) – Name Change to Professional Bookkeeper (1-yr Certificate) Resolution 16-01-18 (Appendix II)

Action: Trustee Gillmor moved the approval of Resolution 16-01-13, Resolution 16-01-14, Resolution 16-01-15, Resolution 16-01-16, Resolution 16-01-17, and Resolution 16-01-18. Trustee Peczuh seconded the motion. The voting was unanimous in the affirmative.

8. Department of Music (MUSIC) – Minor in Music Studies

Department Head, Cindy Dewey, explained that this minor is for students who are not music performance majors but want to incorporate music in their careers. This minor can be completed online. This is a great option for people who love music but do not have proficiency in performance.

Action: Trustee Olsen moved the approval of Resolution 16-01-19 the proposal for the Department of Music to offer a Minor in Music Studies (Appendix JJ). Trustee Holland seconded the motion. The voting was unanimous in the affirmative.

Items nine and ten were voted upon together.

9. School of Accountancy (ACCT) – Executive Master of Accounting degree (EMAcc)

Acting Dean Larry Walther explained that this program is a pioneering effort in which both the content and delivery are tailored to aspiring financial executives in need of a graduate degree in accounting. Similar to the MBA program, this will build upon participants' experience in the business world by providing course content tailored to this group of individuals. This will provide individuals the opportunity to learn from recognized experts at high levels of academia as well as the profession, engage in a cohort group format which provides opportunities for networking, and study material that is tailored to the needs of financial executives. Participants, as a cohort, will take part in one or two week face-to-face sessions in Logan blended with high quality online learning. The program will start in June each year.

Professor Nate Stephens, EMAcc Program Director, added that the students will be able to fit this into their busy lives and learn from each other. This is a unique program with none other like it in the country – Resolution 16-01-20 (Appendix KK). More information about this program can be found at: <https://huntsman.usu.edu/emacc/>

10. Department of Management (MGMT) – Minor in Technical Sales Management

Vice Provost Larry Smith explained that this minor is an innovative program and it will allow, for example, STEM students that might want to go into the business of science or the business of engineering, to add this business training to their major. Associate Professor Bone explained that this is unique across the country. There is a demand for technically trained individuals who also need to fit into business settings – Resolution 16-01-21 (Appendix LL).

Action: Trustee Nixon moved the approval of Resolution 16-01-20 and Resolution 16-01-21. Trustee Thomas seconded the motion. The voting was unanimous in the affirmative.

11. Department of Family, Consumer, and Human Development (FCHD) – Discontinue the Early Childhood Development Applied Associates degree at USU-Eastern

Vice Provost Smith explained that this proposal is to discontinue the applied associate's degree program only at the USU-Eastern campus. The program has been experiencing very low enrollment. The two students currently enrolled will go through a teach-out phase. There has also been a loss of faculty support.

Action: Trustee Johnson moved the approval of Resolution 16-01-22 the proposal to Department of Family, Consumer, and Human Development (FCHD) – Discontinue the Early Childhood Development Applied Associates degree at USU-Eastern (Appendix MM). Trustee Olsen seconded the motion. The voting was unanimous in the affirmative.

12. Department of Electrical and Computer Engineering (ECE) – Remove Emphasis in the current Master of Science degree in Electrical Engineering

Vice Provost Smith noted that removing this emphasis will give students more flexibility.

Action: Trustee Nixon moved the approval of Resolution 16-01-23 the proposal to remove the emphasis in the current Master of Science degree in Electrical Engineering (Appendix NN). Trustee Burnett seconded the motion. The voting was unanimous in the affirmative.

13. Certificate of Completion in General Education

Vice Provost Smith explained that the Utah System of Higher Education (USHE) has encouraged all of its institutions to offer certificates. This offering shows completion of USU General Education. Employers can recognize this as a meaningful achievement and may lead to career advancements.

Action: Trustee Johnson moved the approval of Resolution 16-01-24 the proposal to offer a Certificate in General Education (Appendix OO). Trustee Gillmor seconded the motion. The voting was unanimous in the affirmative.

14. Review and Acceptance of the External Audit Reports

These were approved during Trustee Nixon's Audit Committee report earlier in the meeting. These reports will be forwarded to the Board of Regents.

Action: Trustee Nixon moved the approval of Resolution 16-01-25 the proposal to accept the External Audit Reports (Appendix PP). Trustee Burnett seconded the motion. The voting was unanimous in the affirmative.

V. STRATEGIC AGENDA

Mark McLellan, Vice President for Research and Dean of Graduate Studies, presented an overview of Research and Graduate Studies. He explained the department's values of: innovation, individual capacity development, integrity and safety, student engagement, interdisciplinary integration, and application. Research funding has increased from \$218 million in 2011 to \$232.8 million in 2015. The plan going forward is three-fold: to grow and strengthen USU's research portfolio, foster success of USU's graduate students, and enhance USU's undergraduate research program.

President Stan Albrecht shared a primer on how the National Collegiate Athletic Association (NCAA) works. The NCAA consists of 1,121 member institutions comprising more than 100 athletic conferences and more than 460,000 athletes. The "Big Tent" reaches across the collegiate athletic enterprise in America which creates challenges because of the diversity of its membership. The NCAA's largest source of income is revenue generated by the NCAA Division I basketball tournament, with almost no revenue coming from football. There are three basic divisions within the NCAA Division - I, II, and III with each being responsible for governing its day-to-day needs. The Board of Governors has oversight responsibility for the entire association with each of the divisions having its own Board. President Albrecht explained that athletics is a pathway to opportunity for many of our students. It a vital marketing tool to fuel enthusiasm for loyalty, for contributions, and with which to attract students. Intercollegiate athletics is a vital element in USU's long-term growth and success.

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

The meeting adjourned at 12:34 p.m.

Ronald W. Jibson, Chair

March 4, 2016

Date Approved

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