

**Minutes**  
Weber State University  
Board of Trustees  
Aug. 6, 2019 – 12:00 noon  
Weber State Downtown Campus  
2314 Washington Blvd, Ogden, UT 84403

**Trustee Members:**

Mr. Nolan Karras (Chair)  
Ms. Kearston Cutrubus (Vice Chair)  
Mr. Bret Alexander  
Mr. Marty Carpenter  
Mr. Clint Costley  
Ms. Louenda Downs  
Ms. Karen Fairbanks  
Ms. Karla Bergeson

**Excused:**

Mr. Don Salazar  
Ms. Amanda Covington

**Weber State University Representatives:**

Dr. Brad Mortensen, President  
Dr. Norm Tarbox, Vice President for Administrative Affairs  
Dr. Madonne Miner, Provost  
Dr. Brett Perozzi, Vice President for Student Affairs  
Dr. Bret Ellis, Vice President for Information Technology  
Dr. Betsy Mennell, Vice President for University Advancement  
Ms. Adrienne Andrews, Assistant Vice President of Diversity & Chief Diversity Officer  
Mr. Steven Richardson, Director of Strategic Initiatives  
Mr. Rich Hill, General Counsel  
Mr. Morris Haggerty, Assistant Attorney General  
Ms. Stephanie Hollist, Deputy General Counsel  
Ms. Amy Huntington, Chair, Staff Advisory Committee  
Mr. John Kowalewski, Executive Director, Marketing and Communications  
Chief Dane LeBlanc, Campus Police  
Mr. Mark Halverson, Associate Vice President for Facilities and Campus Planning  
Mr. Abel Mkina, Director, Risk Management and Special Projects

Dr. Brenda Kowalewski, Associate Provost and Professor of Sociology

Dr. Eric Amsel, Associate Provost and Professor of Psychology

Dr. Gail Niklason, Exec. Director, Office of Institutional Effectiveness

Ms. Sherri Cox, Secretary to the Board

**Press:**

No members of the press were present

Board of Trustees Orientation	<p>I. The Board of Trustees held a new trustee orientation and retreat which started at 9:00am. Introductions were made by all present. A presentation on the Utah Higher Education Structure was given by President Brad Mortensen, along with presentations on media interaction by Mr. John Kowalewski, review of the campus master plan, by Mr. Mark Halverson, campus safety by Chief Dane LeBlanc, and risk management by Abel Mkina.</p> <p>II. The Board of Trustees meeting of the whole convened at 12:00 noon following the morning's presentations and lunch.</p>
Welcome	<p>III. Chair, Mr. Nolan Karras, welcomed those in attendance.</p>
Installation of New Trustees	<p>IV. Newly appointed trustees, Ms. Louenda Downs and Mr. Clint Costley, took the official oath of office administered by Board of Trustees Secretary, Ms. Sherri Cox.</p>
Report of Officer Nomination Committee and Election of 2019-2021 Board Officers	<p>V. Trustee Bret Alexander, gave an overview of the meeting held by the Nomination Committee on June 5, 2019. The committee met to discuss proposals and recommendations for new Board of Trustee Chair, Vice Chair and committee and college liaison assignments. Mr. Don Salazar, Provost Madonne Miner, Mr. Bret Alexander and President Brad Mortensen participated on the committee.</p>
<b>ACTION</b>	<p>Mr. Nolan Karras opened the floor for additional nominations. Hearing none, and after brief discussion regarding motion procedure, on a motion to approve Mr. Nolan Karras as Chair of the Board of Trustees, made by Ms. Louenda Downs, with a second by Mr. Marty Carpenter, the Board of Trustees unanimously approved the motion.</p>
<b>ACTION</b>	<p>On a motion to approve Ms. Kearston Cutrubus as Vice Chair of the Board of Trustees, made by Mr. Marty Carpenter, with a second by Ms. Karen Fairbanks, the Board of Trustees unanimously approved the motion.</p>
<b>ACTION</b>	<p>On a motion to approve proposed committee and college liaison assignments, made by Ms. Karla Bergeson, with a second by Mr. Bret Alexander, the Board of Trustees unanimously approved the motion.</p>
Request for Correction (Karla Bergeson)	<p>A request was made by Ms. Karla Bergeson to make a technical correction to the title on the Charter for Personnel and Academic Planning Committee to "Charter for Personnel and Academic Policy Committee."</p>

Approval of Meeting Minutes (May 9, and May 28, 2019)

Upon a motion from Ms. Karen Fairbanks, with a second by Ms. Karla Bergeson, the Board of Trustees unanimously approved the meeting minutes from May 9, 2019 and Executive Committee meeting minutes from May 28, 2019.

Open Meetings Rules and Training (Morris Haggerty)

VI. Mr. Morris Haggerty, Assistant Attorney General, gave a presentation on conducting open meetings, including posting public notice and an agenda. Additional items included information on the rules and guidelines for holding closed sessions. Discussion of character and competence is the most often used reason for holding closed sessions. Must have a 2/3 vote by a quorum of the Board. A motion needs to be made to go back to the open meeting in order to vote on an action.

Ethics Training (Richard Hill)

Mr. Richard Hill, General Counsel, gave a presentation on fiduciary duties, duty of care, ethics training, making independent judgment on decisions that come before the Board, maintaining confidentiality, liability concerns and how to handle voting, as well as acting in good faith.

Conflict of Interest (Stephanie Hollist)

Ms. Stephanie Hollist, Deputy General Counsel, gave a presentation to the Board of Trustees on conflicts of interest. Instruction was given on gifts, use of position, recusing oneself when there is a conflict of interest, and procedures with donations. A disclosure form requiring trustees' signatures was distributed.

Nasdaq Boardvantage Overview, Meeting Schedule and Event Calendar and Parking Passes (Sherri Cox)

VII. A Nasdaq Boardvantage program overview and training was given by Ms. Sherri Cox, Secretary to the Board of Trustees. Training included how to use the new program listing meeting information and agendas. The 2019-20 Trustee meeting schedule and event calendar was introduced. President Mortensen asked about locations for Board of Trustees meetings and if they would like to move around to different venues on campus, depending on the items for the meeting. Trustees favored moving around. Campus parking passes for the trustees were distributed.

University Updates (Madonne Miner, Gail Niklason, Eric Amsel & Brenda Kowalewski)

VIII. Provost Madonne Miner introduced discussions on the Office of Institutional Effectiveness by Dr. Gail Niklason & Dr. Eric Amsel. A discussion on Badges and Student Portfolios was given by Dr. Brenda Kowalewski. She introduced what digital badges are, how they are used, and the value of them. Academic Planning, including Strategic Planning reports, what is coming in the future, and encouragement for deans to

work with departments as they write their plans was discussed by Provost Miner.

Speed Intros and Selection of Topics for 2019-20 Board of Trustees Meetings (Brad Mortensen)

IX. President Mortensen brought up a list of topics for future Board of Trustees meetings. During the discussion, other topics were added to the list by Vice Presidents and Trustees. A doodle poll was created listing the categories and Trustees voted on them electronically at the meeting. The top seven meeting topics were selected from the doodle poll for future Board of Trustees meetings.

Strategic Planning Updates (Brad Mortensen)

X. President Mortensen then gave a presentation on Strategic Planning Updates. This discussion included: A comparison between Utah schools and Weber State University, Utah Higher Education strategic planning commission, Weber State University strategic planning process, dual mission and a potential development campaign to be announced at the presidential inauguration in October.

Meeting Adjourned

VI. With no further items, the meeting came to a close.