

Minutes
PRESIDENT'S COUNCIL
Approved
June 15, 2009

PRESENT:

President F. Ann Millner
Vice President Norm Tarbox
Provost Michael Vaughan
Vice President Brad Mortensen
Mr. Brett Perozzi for
 Vice President Jan Winniford
JoAnne Robinson

Minutes	1. The meeting convened at 8:00 a.m.
Consent Calendar (Special Leave Request)	2. The minutes from the June 1, 2009, meeting were approved with changes.
(Early Retirement Requests)	3. The following Consent Calendar items were approved: Norris Bancroft, Professor, Psychology, January 1, 2010 to July 2010. Scott Laughton, Associate professor, English, Fall Semester 2009
(Sabbatical Leave Request)	Dennis Saxton, Facilities Management, beginning September 30, 2009.
Trustee Meetings	Salvador Martinez, Assistant Professor, Economics, August 15, 2009 through July 1, 2010.
USHE Assessment	4. President Millner advised President's Council that several members of the Board of Trustees had requested that the meeting time for the Trustee meetings be changed. The following times were agreed on: Business and Personnel Academic Policy Committees will meet at 9:00 am. The meeting of the full board will follow at 10:00 am. The Audit Committee and the Investment Committee will be scheduled after the full board meeting when needed, but on different months.
	5. Julie Park, Information Security Manager, reviewed the results of the USHE assessment. Two issues that need to be addressed immediately are 1) disaster recovery and 2)

	<p>business continuity and physical security. Committees will begin working on these areas immediately.</p>
Credit Card Handling Policy, PPM 10-4	6. Julie Park reported that this policy is reviewed every year. Some additional definitions have been added, along with other minor revisions.
ACTION	President's Council approved the requested revisions to PPM 10-4. The policy will be submitted to the Board of Trustees for their approval.
June 1 Balances	7. President's Council reviewed budgets as of June 1, 2009.
Business Continuity	8. VP Tarbox will be heading up a committee to address business continuity issues arising from the USHE Assessment. He asked for feedback from President's Council regarding the desired goal. They responded that it would be desirable to identify key systems and assure the university has a hot back-up in place. It was also recommended that insurance options be researched.
Separation Incentive for Faculty	9. Provost Vaughan discussed a proposed separation incentive for faculty. The incentive would be structured very similar to the staff incentive program.
Travel in New Year	10. VP Tarbox recommended that the required approval at the vice president level for all travel be suspended at this time.
ACTION	President's Council approved the recommendation to suspend the requirement that all travel be approved at the vice president level.
Capital Facilities Community Impact Policy	11. VP Tarbox requested approval of a formal policy to meet the requirements of Utah State Board of Regents policy R471.
ACTION	President's Council approved the requested policy. This policy will be submitted to the Board of Trustees for their approval.
Legacy Scholarships	12. President's Council reviewed the options for Legacy Scholarships for children of alumni.
Metal Improvement Company	13. Brad Stringer, Executive Director/Aviation Initiative, reported to President's Council that the Boeing/ATK project has been completed. He has a commitment from Metal Improvement Company (MIC) to bring a person to Utah to establish a presence. The MIC person will be housed at WSU in Building 4.

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Office Coverage

- 14. Provost Vaughan advised President's Council that he had a request for a change in office coverage that was specific to the Student Services building. The proposed hours for the enrollment services office coverage would be 8:00 a.m. to 5:00 p.m., Monday through Thursday, and Friday from 8:00 a.m. to 4:30 p.m. VP Tarbox will check with the cashiering group about making this change.

Next Meetings

- 15. The next meetings of President's Council will be as follows:

Jul 6	8:00 - 11:00 am	Board Room
Jul 13	8:00 - 11:00 am	Board Room