

**Minutes**  
**PRESIDENT'S COUNCIL**  
**Approved**  
**October 29, 2012**

**PRESENT:**

President F. Ann Millner  
Vice President Norm Tarbox  
Provost Mike Vaughan  
Vice President Jan Winniford  
Vice President Bret Ellis  
Dr. Forrest Crawford  
JoAnne Robinson

**EXCUSED:**

Vice President Brad Mortensen  
Dr. Forrest Crawford

**GUEST:**

Bruce Bowen

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|----------------------------------|---|
| Minutes                          | 1. The meeting convened at 8:00 a.m.  |
| Consent Calendar<br>(Retirement) | 2. The minutes from the September 24, 2012, meeting were approved.  |
| Mission Impact                   | 3. The following Consent Calendar items were approved:<br><br>Steve Kerr, Director of Institutional Research, full retirement effective January 31, 2013.   |
| Noel Levitz                      | 4. Provost Vaughan presented the projected impact of the change in mission ages for LDS students. We don't expect the proportion of male students to change much, but the number of females leaving on missions could increase from 5% to approximately 15%. That would be a headcount reduction of 567 students. VP Tarbox stated that they may want to review tuition growth projections in February.   |
| PPM 3-66, Service Leave Policy   | 5. Provost Vaughan reported that the results from 2010 to 2012 showed a decline. After examining raw data, the decline showed females being less satisfied with the campus life category. VP Tarbox suggested that we conduct some focus groups with female students. President Millner asked VP Winniford to set up a focus group. Provost Vaughan stated that the fact that we had a female student body president two years ago could explain the decline. The results show that females are now as satisfied as male students, but they use to be more satisfied. |
|                                  | 6. VP Tarbox stated that this policy had been reviewed by divisions and modified slightly. It is a modest but meaningful policy that will allow the university to encourage days of service on campus.  |

ACTION

President's Council approved PPM 3-66, Service Leave Policy. The policy will now be submitted to the Board of Trustees for their approval.

Quasi-Endowment Approval

7. VP Tarbox presented a request for approval of two quasi endowments, one for Men's Basketball Support and an increase in the Stewart Chair endowment.

ACTION

President's Council approved the creation of a quasi endowment for Men's Basketball Support of \$1 million. Also approved was an increase in the Stewart Chair quasi endowment of \$150,000. Both amounts will come from the President's discretionary gift account.

Weber Box Update

8. VP Ellis presented an up-date on the Weber Box project. To date there are 150 users, with the largest groups in IT, facilities and health professions. It is anticipated that Nursing will be adding 60 more users. VP Ellis encouraged the vice presidents to identify groups in their organizations that could benefit from this project. Information Technology has a trainer that will do a presentation. VP Ellis informed President's Council that USHE is close to an opportunity to provide Box via Internet2.

Academic Calendar

9. President Millner expressed concern with the proposed academic calendar for 2013-2014 because Commencement isn't until December 20. VP Winniford stated that it was also a concern with students moving into housing right after a holiday when the university is closed. Bruce Bowen, Associate Provost for Enrollment Services, suggested they postpone this item until he provides a copy of the seven-year calendar cycle, which will make it easier to understand.

Student Communication

10. Dr. Bowen advised President's Council that student centered communication is essential. There is a critical need to know that some information gets to students: financial aid, enrollment holds, scholarships, collections, etc. How can we know students are really receiving those messages? They would like to allow students to tell them each semester how they would like to be communicated with, with options being e-mail, voice mail, texting or possible others. He reported that they are in the process of preparing an RFP. One concern is impact on Code Purple. Police Chief Dane LeBlanc will sit on the RFP selection committee.

VP Ellis added that there is data from the campus Canvas system, showing the number of text messages sent. IT would like this system to be used more university-wide.

VP Tarbox said his main concern is with emergency communication. People have been encouraged to sign up for Code Purple by saying it's only for emergencies. It may lose its impact. He added that he was willing to let the committee deal with that issue. President Millner asked what becomes our official way to communicate with students? She said she felt it was important to have something we say is the standard.

Others

- 11. VP Ellis reported that there had been a theft from an office on the second floor of the Miller Administration Building. A laptop, dock and projector were taken.

Next Meetings

- 12. The next meetings of President's Council will be:

Nov 12	8:00 am - 11:00 am	Board Room
Nov 26	8:00 am - 11:00 am	Board Room