

Utah System of Technical Colleges
Board of Trustees Meeting
DATE: 13 September 2017
TIME: 10:00 AM – 2:00 PM
LOCATION: Mountainland Technical College
2301 W. Ashton Blvd.
Lehi, UT 84043

MINUTES

(DRAFT – Pending Board Approval)

Board of Trustees Present

Jim Evans, Chair – Mountainland Technical College
Steve Moore, Vice-Chair – Ogden-Weber Technical College
Scott Theurer – Bridgerland Technical College
Stephen Wade – Dixie Technical College
Dave Ulery – Tooele Technical College
Mike Angus – Uintah Basin Technical College
Aaron Osmond – Information Technology
Susan Johnson – Manufacturing
Catherine Carter – Healthcare (by conference call)
Brecken Cox – Transportation
Dale Cox – Union Trades
Brad Tanner – Non-Union Trades

Board of Trustees Absent

Michael Jensen, Davis Technical College
Chuck Taylor, Southwest Technical College
Brian Florang, Snow College

USTC - Administration

Dave Woolstenhulme – Commissioner of Technical Education
Jared Haines – Associate Commissioner of Instruction and Student Affairs
Tyler Brinkerhoff – Assistant Commissioner of Planning, Finance & Facilities
Zachary Barrus – Assistant Commissioner of Institutional Research & Analysis
Joseph Demma – Assistant Commissioner of Public Affairs
Eva A. Doolin – Board Secretary

Others Present

Chad Campbell – Bridgerland Technical College, President
Mike Bouwhuis – Davis Technical College, President
Kelle Stephens – Dixie Technical College, President
Clay Christensen – Mountainland Technical College, President
Jim Taggart – Ogden-Weber Technical College, President
Brennan Wood – Southwest Technical College, President
Scott Snelson – Tooele Technical College, President
Aaron Weight – Uintah Basin Technical College, President
Jill Curry – Legislative Fiscal Analyst Office
Spencer Pratt – Legislative Fiscal Analyst Office
Kim Ziebarth – Davis Technical College
Russell Galt – Davis Technical College
Keith Sprouse – Uintah Basin Technical College
Tyler Call – Ogden-Weber Technical College
Kirk Michaelis – Mountainland Technical College
Eric Grob – Dixie Technical College
Kent Thygerson – Tooele Technical College

MINUTES OF MEETING
UTAH SYSTEM OF TECHNICAL COLLEGES
Board of Trustees
13 September 2017

(Draft – Pending Board Approval)

I. INTRODUCTION

A. Call to Order and Pledge of Allegiance

Meeting was called to order at 10:00 a.m.

B. Introductions and Orientation

Jim Evans, Chair

C. Oath of Office for New and Reappointed Board of Trustees Members

New Board of Trustees Members:

Brecken Cox, Susan Johnson, Aaron Osmond

New members Chuck Taylor and Catherine Carter were not present on-location and will receive the Oath of Office in a future meeting.

Reappointed Board of Trustees Members:

Scott Theurer, Steve Moore, Dave Ulery, Brad Tanner

Mike Jensen was not present on-location and will receive the Oath of Office (Reappointment) in a future meeting.

D. Recognition of Departing Board of Trustees Member:

Trustee Jim Olsen

E. Board of Trustees Information Binder

A binder was provided to each Board of Trustees member. Binder contains contact information for: USTC, Board of Trustees; and College Boards of Directors; College Program Inventory, Calendar, Policies/Bylaws; and Open Meetings; contact information for USHE Board of Regents and USBE Board Members. The information in this binder will continue to be updated and distributed to Board of Trustees members.

F. Executive Committee Report

The Executive Committee held a special meeting August 21, 2017 to approve the lease agreement for USTC on May 18, 2017. The modified lease will add space and adjust the rate.

Motion to approve the Executive Committee Meeting Minutes from 21 August, 2017

Motion: Jim Evans; Second: Brad Tanner

Voting: Unanimous

G. Approval of 18 May, 2017 and 22, June, 2017; Meeting Minutes

Motion to approve the Meeting Minutes

Motion: Jim Evans; Second: Aaron Osmond

Voting: Unanimous

H. Host College Highlights (Mountainland Technical College)

President Clay Christensen provided an overview of the new college logo, college accomplishments, facts; and statistics.

II. ACTION ITEMS

I. Board Meeting Dates for 2017-2018

Motion to approve Board Meetings through the end of 2018 as attached in the agenda. Schedule includes rotation of meetings between colleges

Motion: Aaron Osmond; Second: Susan Johnson

Voting: Unanimous

J. Approval of FY 2017 Student Data

The Commissioner's Office has reviewed each of the Colleges' data submissions. Colleges continue to track the placement of certificates of students after fiscal year has ended. Colleges will provide follow-up data in December 2017. Updates will be provided to Board of Trustees pertaining to fiscal year 2017 students.

Motion to approve FY 2017 Student Data submissions and the attached summaries for use in all reporting to USTC and college stakeholders, pending the final data submission in early December 2017.

Motion: Scott Theurer, Second: Dale Cox

Voting: Unanimous

K. USTC 2017 Annual Report

The Board received and discussed the proposed outline attached to the agenda. Since the statutory report deadline is October 31, 2017 and the next Board meeting is November 2017, it was recommended that the Board authority to approve the FY2017 USTC Annual Report be delegated to the Executive Committee.

Motion to delegate authority to the Executive Committee to approve the FY2017 USTC Annual Report in a future meeting to be held before October 31, 2017.

Motion: Aaron Osmond, Second: Dale Cox

Voting: Unanimous

L. System Goals and Metrics

The goals are aligned with the strategic plan. One the goals is to have 75% growth in graduates by 2018. Several of the Colleges' programs need help to grow their programs. USTC needs more high school students to complete the programs while they are in high school through the certificate programs. It was recommended that USTC considers benchmarks to compare with other states.

Motion to approve the System Goals and Metrics attached to the agenda.

Motion: Dave Ulery, Second: Steve Moore

Voting: Unanimous

M. Performance-based Funding

S.B.117 provides a source for institutions to receive performance based funding. The Statue requires at least 5% increase in specified metrics for each Technical College to receive 100% of its fund. USTC Commissioner will present the approved model which includes final college performance data to the Higher Appropriations Committee this fall.

Motion to adopt the performance based-funding model attached to the agenda according to S.B. 117.

Motion: Mike Angus, Second: Scott Theurer

Voting: Unanimous

N. Policy Revisions Under Senate Bill 238

A summary of changes specified by Senate Bill 238 was presented. The new law's provisions renaming the system office and technical colleges, as well as provisions affecting the structure of and rules for the USTC Board of Trustees, including revisions to USTC's system policies.

Motion to delegate authority to the Office of the Commissioner to make any necessary changes to the body of USTC policy to align it with the provisions of S.B.238. Authorized revisions shall include the system's and colleges' new names to the Board of Trustees' structure, and any non-substantive grammatical, style, or formatting decisions.

Motion: Susan Johnson, Second: Scott Theurer and Dave Ulery

Voting: Unanimous

Q. College Presentations and Approval of FY19 Budget Request

This has been a major process. All colleges have participated and identified their budget priorities for consideration during the 2018 Legislative Session.

Each College President presented to the Board of Trustees members their budget priorities.

Motion to approve the FY19 Budget Requests, attached to the agenda for presentation to the Governor's Office and the Legislature.

Motion: Scott Theurer, Second: Aaron Osmond

Voting: Unanimous

P. Southwest Technical College -Authorization to Bond for Building Remodel

President Wood explained that rather than paying a lease for the Automotive Technician and CDL Program at Southwest Technical College, he is requesting a bond. This will benefit students. The college grew its capacity and ability and the project is not big enough to qualify for capital improvements. Lease will be due in May 2018. Once the bond is paid for, the money will go directly into the college programs.

Motion to authorize Southwest Technical College to petition the Legislature for a revenue bond of its remodel of the building.

Motion: Jim Evans, Second: Dale Cox and Steve Moore

Voting: Unanimous

Q. Update on the Governor's Education Summit

Assistant Commissioner Demma presented an update on the October 12th dinner with the Governor. Board of Trustees, Board of Regents, Board of Education and College Presidents; are invited to attend. This will be a business/working dinner-event, therefore spouses are not invited. Invitations have been sent through a link for registration/RSVP.

Governor's Summit scheduled for October 13th.

R. College Presidents 2017 Evaluations

Commissioner Woolstenhulme reported that informal evaluations of six college Presidents were performed in the Spring and Fall. Local college board, Chairs and Vice-Chairs were present during the informal evaluations. Two presidents received formal comprehensive evaluations. To receive the confidential reports, it is recommended that the Board of Trustees meet in closed session at the end of the meeting.

S. Schedule for College Presidents' 2018-2019 Evaluations

A schedule for the 2018-2019 college presidents' evaluations was distributed to the Board of Trustees members. Each college president's evaluation includes the Chair and Vice Chair of the college Board of Directors, the Board of Trustees member representing the college, and one additional Trustee who resides outside of the college's service region, appointed by the USTC Board Chair and the Commissioner of Technical Education.

T. College Financial Reports

Assistant Commissioner Brinkerhoff introduced and described the one-page report from each of the eight colleges, attached to the agenda. The Board of Trustees discussed questions and observations.

U. Programs Approved

Associate Commissioner Haines reported that program descriptions and outlines for the programs approved by the Commissioner since the last meeting were included in the agenda for Board members to review.

V. USTC Commissioner's Office Budget Report

Assistant Commissioner Brinkerhoff provided a report detailing appropriated revenues and expenditures by category for the current fiscal year through August 2017, check/disbursement register and cash & investment balances.

W. USTC Master Calendar

Commissioner Woolstenhulme informed the Board that the USTC Commissioner's Office will provide a monthly master calendar to each Board of Trustees member with events and dates, including the Utah System of Technical Colleges and all colleges.

X. Tooele Technical College President Search

Commissioner Woolstenhulme briefed the Board of Trustees on the progress, committee roster, and outline of the search for the Tooele President to replace President Scott Snelson who is retiring.

IV. Closed Session

Motion to go into closed session, as provided in Utah Statute 52-4-205, to discuss the character, professional competence, or physical or mental health of individuals.

Motion: Jim Evans, Second: Steve Moore

A roll-call vote was conducted:

Jim Evans, Chair – yes
Steve Moore – yes
Scott Theurer – yes
Stephen Wade – yes
Dave Ulery – yes
Mike Angus – yes
Aaron Osmond – yes
Susan Johnson – yes
Catherine Carter – yes
Brecken Cox – yes
Dale Cox – yes
Brad Tanner – yes
Michael Jensen – (absent for the vote)
Chuck Taylor – (absent for the vote)
Brian Florang – (absent for the vote)

The Board entered closed session at 1:57 p.m.

The Board reconvened in open session at 2:30 p.m.

ADJOURN

Motion to Adjourn: Jim Olsen, Second: Steve Moore

Voting: Unanimous

Meeting adjourned at 2:34 p.m.

Tour of Mountainland Technical College by President Clay Christensen