

The Utah College of Applied Technology (UCAT)
Board of Trustees Meeting
DATE: 14 January 2016
TIME: 9:45 AM – 2:30 PM
LOCATION: Southwest Applied Technology College
757 West 800 South
Cedar City, UT 84720

(Anchor location for electronic access)

MINUTES (DRAFT – Pending Board Approval)

Board of Trustees Present

Tom Bingham, Chair – TATC
Michael Madsen, 1st Vice Chair – BATC
Jim Evans, 2nd Vice Chair – MATC*
Michael Jensen – DATC*
Steve Moore – OWATC
Jerry Taylor – SWATC
Mike Angus – UBATC*
Brad Tanner – Non-Union Apprenticeship
Dale Cox – Union Apprenticeship
Jim Olsen – Governor’s Appointee Business/Industry
Val Hale – Governor’s Office of Economic Development*
Jessellie Anderson – State Board of Regents*
Barbara Corry – State Board of Education

Board of Trustees Absent

Stephen Wade – DXATC
Richard Tranter – Salt Lake Community College
Brian Florang – Snow College

UCAT Administration

Robert Brems – President
Jared Haines – VP, Instruction and Public Relations
Tyler Brinkerhoff – VP, Finance & Administrative Services
Zachary Barrus – VP, Student Services & Institutional Data
Kristin Smith – Executive Assistant
Doug Richards – Legal Counsel

Others Present

Chad Campbell – BATC, Campus President
Mike Bouwhuis – DATC, Campus President
Clay Christensen – MATC, Campus President
Collette Mercier – OWATC, Campus President
Brennan Wood – SWATC, Campus President
Scott Snelson – TATC, Campus President
Aaron Weight – UBATC, Campus President
Kirt Michaelis – MATC, Vice-President
Jon Stanard – Utah State Representative

*participated via electronic access

MINUTES OF MEETING

UTAH COLLEGE OF APPLIED TECHNOLOGY
Board of Trustees
14 January 2016

I. INTRODUCTION ITEMS

A. Call to Order

Meeting was called to order at 9:56 a.m.

B. Pledge of Allegiance

C. Approval of Agenda

The Board was presented with the agenda for the meeting.

Motion to approve the agenda.

Motion: Michael Madsen; Second: Brad Tanner

Voting: Unanimous

D. Approval of UCAT Board of Trustees Meeting Minutes

Motion to approve the Meeting Minutes from 17 September 2015, 05 November 2015, 09 November 2015, 12 November 2015, 02 December 2015, and 18 December 2015.

Motion: Brad Tanner; Second: Jerry Taylor

Voting: Unanimous

II. ACTION ITEMS

E. Legislative Audit 2015-11 & Gov. Herbert's FY 2017 Budget Recommendations

President Brems gave an overview of the Legislative Audit that was released on November 3, 2015, and the three recommendations of the Legislative Auditor General. The Board discussed these recommendations. Trustee Cox, being Chair of the UCAT Audit Committee made the following three-part motion to provide guidance from the Board of Trustees:

- 1) I move that we direct President Brems, the UCAT administrative staff, and the campus presidents, to increase emphasis on reporting specific completion rates as specified in our Policy 205 with the express goal of achieving a higher level of employer and student understanding of the significance of completions, and where applicable, the certificates awarded in each of our four enrollment categories.
- 2) I move that we direct President Brems and the UCAT administrative staff to complete an internal review of all UCAT courses and programs prior to the September, 2016 meeting assessing the significance of the accomplishments by students AND that a report be made to the Trustees in the September, 2016 meeting when FY 2016 data is submitted for approval.
- 3) I move that we direct President Brems, the UCAT administrative staff, and the campus presidents to develop a comprehensive UCAT placement policy for approval in the June, 2016 meeting to be used for assessing student placements beginning with Fiscal Year 2017. The new policy should include guidance to the campuses to enhance the independence and data validity concerns expressed in the legislative audit.

Motion: Dale Cox; Second: Jim Evans.

Discussion: Jim Olsen expressed concern that part 3 of the motion may cost the campuses money. Representative Stanard suggested the Board could, through the policy being developed, respond to the legislature describing the checks and balances built into the currently-available processes, and that if additional external checks are determined to be needed they could be provided with additional financial help. Dale Cox amended part 3 of the motion as follows:

3) I move that we direct President Brems, the UCAT administrative staff, and the campus presidents to develop a comprehensive UCAT placement policy for approval in the June, 2016 meeting to be used for assessing student placements beginning with Fiscal Year 2017. The new policy should include guidance to the campuses to enhance the independence and data validity concerns expressed in the legislative audit. The policy will provide for checks and balances currently available or attainable within existing financial constraints.

Voting: Unanimous

F. FY 2015 Student Data

Vice President Barrus reviewed the FY15 Final Enrollment, Completion, and Cost Reports. The Board had approved "Pre-Final" Year-end data in its September meeting, which was included in the statutory year-end report to the Governor and the Legislature. The follow-up data accounts for certificate-seeking students who were found to have qualified as Early-Hire Completers by virtue of being placed in related employment in the months after the fiscal year ended.

Motion to approve the FY 2015 follow-up campus data submissions and certifications and the associated final data, as summarized in the attached reports.

Motion: Michael Madsen, Second: Steve Moore

Voting: Unanimous

G. Performance-Based Funding Goals & Funding Distribution

Vice President Brinkerhoff gave an overview of the possible methods that UCAT administration and campus presidents had discussed to determine how the requested funding could be distributed among the campuses based on different performance-funding model goals. UBATC will unavoidably see a decrease because of the energy crisis.

Trustee Madsen moved that the Board separate the funding distribution from the performance-based funding goals and address only the goals today.

Motion: Michael Madsen; Second: Jerry Taylor

Voting: Unanimous

Trustee Jensen moved that the Board leave the final decision of how to proceed with the performance-based funding goals to President Brems.

Motion: Mike Jensen; Second: Michael Madsen, with the addition that President Brems stretch goals a little further.

Discussion: President Brems asked for clarification on the stretched goals. Trustee Madsen stated that we should raise the bar a little higher; even though we are faced with difficulties we can achieve a little bit higher than that. Trustee Tanner suggested that the UCAT Vice Presidents help advise him.

Voting: Unanimous

Motion to recess for lunch: Jim Evans

Back in Session: 12:38 p.m.

H. Proposed UCAT Goal for Governor's developing Utah Education Plan

Governor Herbert and the Governor's Education Excellence Commission continue to develop a new Utah Education Plan as an update to the current 66% by 2020 plan. At this point, leading indicators and statewide measures are

being finalized which identify various goals for public and higher education. UCAT's goal was modified and explained by President Brems to the Board. (See Agenda Item H)

Trustee Moore moved that the Board approve UCAT's modified goal as explained by President Brems.

Motion: Steve Moore; Second: Mike Madsen

Voting: Unanimous

I. UCAT 2015 Annual Report

Vice President Haines introduced the 2015 UCAT Annual Report to be reviewed by the Board. Vice President Haines pointed out the information that was updated since the September 2015 edition, which was submitted to the Governor and Legislature in accordance with statutory deadlines.

Motion to approve the UCAT 2015 Annual Report.

Motion: Dale Cox; Second: Jerry Taylor

Voting: Unanimous

J. UCAT Board 2016 Meeting Calendar

An updated UCAT Board of Trustees Meeting Calendar was presented to the Board for review.

Motion to approve the 2016 UCAT Board Meeting Calendar as shown in Agenda Item I

Motion: Steve Moore; Second: Brad Tanner

Voting: Unanimous

K. Contractual Agreement with President Brems

Chair Bingham led a discussion regarding the recent withdrawal of Aaron Osmond's appointment as UCAT president and action of the Board of Trustees to delay a search for a new UCAT president until after the 2016 General Session of the Utah State Legislature. With the Board accepting and approving President Brems' offer to delay his planned December 31, 2015 retirement and continue to serve as UCAT President through the legislative session and as needed following the session until a new president is in place, Chair Bingham would like to put together a compensation contract for President Brems to be reviewed at the April Board Meeting.

Motion to approve the creation of a contractual arrangement for President Brems' service during 2016 and bring it before the Board for final approval in the April Board meeting.

Motion: Jim Olsen, Second: Steve Moore

Voting: Unanimous

III. INFORMATION ITEMS

L. Student of the Year Program & Marketing Update

Assistant Director Smith gave a brief overview of the marketing strategy for the remainder of the fiscal year. She explained that FLUID had completed and launched the marketing campaign for the UCAT landing page. She displayed the page for the board, and also walked them through Career Coach, a new marketing and resource tool for prospective students.

M. 2015 Campus COE Reports

Vice President Haines reviewed the campus COE reports with the Board. The reports listed the completion, placement, and licensure rates reported by each of the campuses for its FY 2015 accredited programs. Of the 218 total programs reported, 211 (97%) met or exceeded all of the required standards. Seven programs at four campuses are in "heightened monitoring" status, with their improvement plans included in the agenda item attachments.

N. Office of the UCAT President Budget Report

Vice President Brinkerhoff presented the board with a report detailing appropriated revenues and expenditures by category for the Office of the UCAT President for the current fiscal year through August 31, 2015, as well as check and credit card registers for July-Aug 2015.

O. 2016 Legislative Planning Discussion

President Brems presented the Board with the overall UCAT budget request as well as the requests that will be presented to the Legislature from the eight campuses. These items can be found in the agenda item attachments.

P. Tour of SWATC New Facility

The Board was invited to tour the new SWATC facility that is set to be completed within the next month.

Q. Groundbreaking for DXATC Building at 2:30pm

The Board was invited to attend the groundbreaking of the new DXATC building in St. George, UT.

VI. ADJOURN

Motion to Adjourn: Dale Cox
Voting: Unanimous

Meeting adjourned at 1:20pm