

UTAH COLLEGE OF APPLIED TECHNOLOGY (UCAT)

BOARD OF TRUSTEES MEETING

21 April 2011, 9:00 a.m.

4501 S. 2700 W. Bldg #3, Taylorsville, UT 84114-7900

MINUTES

Board of Trustees Present

Tom Bingham, Chair – TATC
Michael Madsen, Vice Chair – BATC
Mark Dennis – UBATC
Douglas Holmes – OWATC
Ron Larsen – DXATC
Don Roberts – SWATC
William Prows – DATC
David Crandall – State Board of Education
William Sederburg – Commissioner
of Higher Education, (arrived late)
Stanley Parrish – SLCC (arrived late)
Jim Olsen – Business-Industry Governor’s
Appointee
Dale Cox – Union Apprenticeship
Brad Tanner – Non-Union Apprenticeship
Jim Evans – MATC
Mike McCandless – CEU- USU

Board of Trustees Excused

Carl Albrecht – Snow
Spencer Eccles – Governor’s Office of Economic
Development
Katharine Garff – State Board of Regents

Others Present

UCAT Administration

Robert Brems – President
Jared Haines – VP, Instruction and Student Services
Tyler Brinkerhoff – VP, Administrative Services
Mindi Woolever – Executive Assistant
Darrell White – Development Director

UCAT Campus Presidents & Delegates

Richard Maughan – BATC
Mike Bouwhuis - DATC
Rich VanAusdal - DXATC
Clay Christensen – MATC
Scott Snelson – TATC
Dana Miller – SWATC
(Excused) Collette Mercier – OWATC
Darrell White – UBATC Acting President
Mark Walker – UBATC President- Designate

Media Present

None

MINUTES OF MEETING

UTAH COLLEGE OF APPLIED TECHNOLOGY
BOARD OF TRUSTEES
21 April 2011

Call to Order

Chair Tom Bingham called the meeting to order at 10:12 a.m.

Introductions

Chair Tom Bingham excused Carl Albrecht, Katharine Garff, Spencer Eccles and Collette Mercier. President Brems introduced Mark Walker as the new UBATC Campus President. President Mark Walker gave a brief introduction of himself to the Board of Trustees.

Approval of the Agenda

Motion to approve the agenda

Motion: Doug Holmes; Second: Mark Dennis; Voting: Unanimous

Approval of Minutes from 12 January, 2011, 04 April, 2011 Board Meeting (Tab M)

Motion to approve the 12 January 2011, 04 April 2011 minutes

Motion: Jim Evans; Second: Mike McCandless; Voting: Unanimous

Report from the Executive Committee

The Executive Committee met before the board meeting to approve 12 January 2011, 10 February 2011 and 22 March 2011 Executive Committee Meeting minutes. They also met for preparations of the board agenda.

ACTION ITEMS

A. 2011 Legislature Review/Possible Motion to Address WPU Issue/ROI Intent Language/SWIB UCAT Position (Tab N)

President Brems provided a brief review of several categories of legislative action and offered suggestions for addressing issues critical to UCAT interests, as outlined in the Agenda packet, Tab N:

1. Summary of 2011 General Legislative Session actions impacting UCAT
2. Capital Facilities Summary
3. Legislative Intent Language:

A motion for the Board of Trustees to direct UCAT Administration and campus administrators to work with the Utah System of Higher Education to develop an effective response to legislative intent language to maximize the return by providing students with the skills necessary to enter the workforce and report back to the Board of Trustees was made by:

Motion: Mike Madsen, Second: Ron Larsen; Voting: Unanimous

4. Stricken Language Affecting School Districts and Secondary Students Attending UCAT Campuses:

It was recommended that a strategy for engaging Governor Herbert and legislative leadership in a dialogue to address the loss of longstanding statutory language that allowed school districts to continue to receive average daily membership funding (WPU) when students attend UCAT programs during a part of their school day.

Motion: Brad Tanner, Second: Don Roberts; Voting: Unanimous

Vote: Passed with Trustee Sederburg abstaining.

Chair Bingham appointed a committee to work on the issues consisting of Trustees Bingham, Olse, Dennis, Evans, President Brems and Darrel White.

5. Addition of UCAT to The State Council in Workforce Services (aka State Workforce Investment Board):

President Brems provided a brief discussion on senate Bill 19 which amends Utah Code 35-A-1-206. State Council on Workforce Services is to include the President of the Utah College of Applied Technology as a voting member. President Brems also reported on this important development that supports and complements the status of the Utah College of Applied Technology and the UCAT Board of Trustees as defined in House Bill 15 passed two years ago by the Utah State Legislature.

6. Addition of UCAT to Utah's Futures Steering Committee:

President Brems reported that Senate Bill 305, (Second Substitute) Economic Development Through Education / Career Alignment was passed by the Legislature to create the Utah Futures Steering Committee and require the Committee to more dynamically present and push the Utah Futures database and information to portfolio users strategically engage industry and business entities more fully within the Utah Futures system; and create a more enticing interface for the portfolio user in Utah Futures.

B. Approval of FY 2012 Adult Tuition (Tab O)

The Board of Trustees Executive Committee gave approval to the campuses to conduct public hearings pursuant to UCA 53B-7-101.5 based on a suggested adult tuition increase of \$0.05 per hour. The hearings have since been conducted at each campus.

UCAT Administration recommends the Board of Trustees approve an adult tuition increase of \$0.05 (3.33%) per hour.

Motion for approval of adult tuition increase.

Motion: Mike McCandless, Second: Jim Olsen; Voting: Unanimous

C. Approval of UCAT Plan to conduct Social Security 218 Agreement Referendum (Tab P)

VP Brinkerhoff reported that on January 12, 2011 the UCAT Administrative Staff requested approval from the Board of Trustees to conduct a referendum to determine whether UCAT and its campuses will join the State's Section 218 Agreement to continue Social Security participation. The issue was tabled, and Administration was instructed to develop a plan in the event the majority of eligible voters do not elect to join the 218 Agreement. The Campus Finance Officers and VP Brinkerhoff jointly developed an alternative option for the Board to consider for approval.

UCAT Administration recommended the Board of Trustees approve the proposed plan and the document entitled "What Your Vote Means" to be distributed to all eligible voters.

A motion was made for approval of the proposed plan to distribute the "What Your Vote Means" document to all eligible voters 90 days prior to the vote with the following provisions and revisions:

- Vote to be no later than September 15, 2011
- Fully implemented by October 1, 2011
- ("No" column, 2nd section)
"UCAT seeks a refund of Social Security contributions going back 3 years, 3 months, 15 days. (Subject to processes of IRS.)"
- (Page Footer)
"Note: Employees not covered by a campus retirement plan are not affected and are not eligible to vote. All employees not covered by a campus-sponsored retirement plan will remain in the Social Security system regardless of the outcome of the referendum. Eligible employees are encouraged to contact the Social Security Administration prior to the vote."

Motion: Mike Madsen, Second: Ron Larsen; Voting: Unanimous

D. DXATC Tonaquint Lease (Tab Q)

DXATC President Rich VanAusdal reviewed a proposed Tonaquint Center/DXATC lease to serve as the main campus for the DXATC. The term of the lease is six years and allows for multiple renewal options for four additional one-year terms, allowing DXATC to lease the center for up to ten years if necessary. The DXATC Board of Directors has been involved in the planning of this arrangement. They have reviewed the budget required and approved the terms of the lease. After discussion, the Board approved the lease.

Motion: Don Roberts, Second: Jim Evans; Voting: Unanimous

E. FY 2012 Budget- Office of the President (Tab R)

Vice President Brinkerhoff presented a proposed UCAT FY 2012 Budget for the Office of the President. The proposed budget is Administration's plan for the disposition of these funds in accordance with the UCAT mission, policy and State law. After discussion, the Board approved the budget.

Motion: Dale Cox, Second: Mike McCandless; Voting: Unanimous

F. UCAT Administration and Training Facility Plan (Tab S)

President Brems provided background, update and discussion on the ongoing and onetime impacts for the building. He also reported that Mr. Bales (DFCM) has engaged the services of the Archiplex Group for the programming phase of this project in anticipation of a design-build process. A motion was made to approve UCAT Administration and DFCM to move forward with the programming phase of the UCAT Administration and Training Facility project and to authorize UCAT Administration to acquire 2.0 acres of property from MATC, based on DFCM and architect advice.

Motion: Mike Madsen, Second: Ron Larsen; Voting: Unanimous

INFORMATION / DISCUSSION ITEMS

A. Board of Trustees Expirations (Tab T)

President Brems reported that official notification will be made by the Office of the UCAT President within the next 30 days to the groups which each member represents of pending term expirations. In accordance with Utah Code 53B-2a-103, members of the Utah College of Applied Technology Board of Trustees “shall be appointed commencing on July 1 of each odd-numbered year to a four-year term”. The following members’ terms expire on June 30, 2011:

Carl R. Albrecht, Snow College CTE Advisory Committee
Mark R. Dennis, UBATC Campus Board of Directors
Katharine B. Garff, Utah State Board of Regents
Mike McCandless, USU-CEU CTE Advisory Committee
Jim Olsen, Business (Gov. Appointee)

Dale M. Cox, Union Apprenticeship (Gov. appointee)
Jim T. Evans, MATC Campus Board of Directors
Ron C. Larsen, DXATC Campus Board of Directors
Don G. Roberts, SWATC Campus Board of Directors

President Brems also reported that elections for Chair and Vice Chair will occur in the next scheduled meeting on 16 June, 2011.

B. Strategic Planning Update (Tab U)

President Brems reported that in the first strategic planning meeting, the Committee began work on a new strategic plan by considering UCAT’s current mission statement. Some modification was suggested. The Committee also discussed the relationship between the UCAT Strategic Plan and individual campus strategic plans. It was suggested that it would be helpful to consider where UCAT is 43 years after the creation of its first campus and ten years after its formal organization as a higher education institution. Dialogue will continue in the Committee regarding current factors impacting UCAT’s future and setting short, medium and long-term goals.

The Committee has recommended that the Board consider amending the UCAT Mission Statement as follows on the June 16, 2011 meeting:

The mission of the Utah College of Applied Technology is to meet the needs of Utah’s employers for technically-skilled workers and to promote local and statewide economic development by providing market-driven technical education to ~~both~~ secondary and adult students.

It was also recommended that the Committee further develop the new strategic plan, including recommended short, medium and long-term goals and bring an update to the June 16, 2011 meeting for discussion and possible approval.

C. Grants Report(Tab V)

President Brems reported that Andrew Mingl has been working diligently on securing additional funding via two Federal grants. This effort is being led by Salt Lake Community College, and UCAT is one of several partners throughout the state. Each campus should receive something from this grant. Shortly after the

proposal was submitted, we learned that funding for the grant was cut as part of the recent budget reductions expected to be passed by the United States Congress and signed by President Obama.

Andrew and UCAT were taking the lead on the second grant, the Department of Labor Career Pathway Innovation Fund Grant Opportunity. The State Workforce Council (a required partner within the grant) received six proposals and chose Andrew's to represent Utah for higher education. The goal of the grant was to increase the number of unemployed and incumbent adult learners lacking basic skills entering a post secondary continuum that results in an industry-recognized credential. The proposal focused on statewide development of "bridge" programs and vocational/ESL programs for unemployed and incumbent workers within health related occupations. The total request was \$4.8 million, but shortly after the proposal was submitted, we learned that the grant was cut as part of the recent Continuing Resolution passed by the US Legislature.

D. Update on R473 Implementation (Tab W)

Vice President Haines reported The State Board of Regents adopted a revision to Regents Policy R473 on February 4, which "establishes a mechanism for articulation agreements between specific technical programs offered by USHE institutions and technical certificates offered by UCAT." The policy includes provision for students who have completed technical programs of at least 900 hours at a UCAT campus to receive 30 credit hours toward an Associate of Applied Science degree in General Technology (AAS-GT) under specified conditions.

A Resolution on Articulation (attached) was signed in a February 10 joint meeting of the UCAT and Regents executive committees at the state capitol, affirming the commitment of both bodies to work collaboratively to implement the policy and fulfill the intent of the legislature to develop a system of articulation. USHE staff indicated at that time that some institutions were already working on developing AAS-GT degrees and anticipated they may be ready for Regents' approval as early as May.

USHE staff has indicated to UCAT that all the appropriate USHE institutions have met together and agreed on the structure of the degree, and each institution is now working through their individual curriculum process on campus. They indicated the proposal for the new degree will go to the Regents' Program Review Committee and then to a Regents meeting. Commissioner Sederburg indicated that final approval for the degree will probably take place by the Regents in their next meeting on May 20. If some institutions do not have full approval on their campus at that time, they will be able to bring their courses back through at the next meeting. Work can then begin on developing the articulation agreements with each institution that will be required for coursework to begin to transfer.

E. UCAT Annual Professional Development Conference (Tab X)

Vice President Haines reported The 2011 Fourth Annual UCAT Professional Development Conference is scheduled for Friday, June 10, at the Mountainland Applied Technology College's Thanksgiving Point campus. Campuses have been invited to bring any available faculty, staff, and administration for a day of sharing best practices, networking with colleagues at other campuses, and connecting with the UCAT statewide system. The conference is being organized by a MATC host campus committee in tandem with a UCAT committee representing each campus. Some 300-350 people are expected to attend.

Trustees are invited to attend any or all of the conference. The conference provides an opportunity for Trustees to meet the people who make UCAT work, and for employees to meet those who shape and direct UCAT. A preliminary agenda was attached in the agenda packet. Trustees may be particularly interested in the opening session and one or two of the Best Practices sessions.

F. Program Approval DXATC: Industrial and Facilities Maintenance (Tab Y)

Vice President Haines reported that the President's Office has reviewed the following request for approval to offer a new certificate program and has concurred that the proposal satisfies the agreed-upon criteria, and President Brems has approved the program:

<u>Campus Program Title</u>	<u>UCAT President Approval Date</u>
DXATC: Industrial and Facilities Maintenance	April 18, 2011

G. Internal Audit Report (Tab Z)

President Brems reported that the UCAT Audit Committee met on April 19, 2011 to receive the report of Hansen, Barnett and Maxwell, P.C. (HBM) who has been engaged for internal auditing purposes.

HBM has worked with the Audit Committee to develop a plan of work and has visited all eight campuses to perform internal auditing reviews under the direction of the Committee.

Trustee Don Roberts, UCAT Audit Committee Chair, and Trustees Jim Evans and Mark Dennis provided an overview of visits with each of the campuses.

ADJOURN

Meeting adjourned at 3:16 p.m.

The next Board of Trustees meeting was confirmed for 16 June, 2011 at Ogden-Weber Applied Technology.