



UTAH SYSTEM OF TECHNICAL COLLEGES

BOARD OF TRUSTEES MEETING

MAY 17, 2018

**LOCATION: Utah System of Technical Colleges
310 South Main #1250, Salt Lake City, UT 84101**

MINUTES

Board of Trustees Present

Jim Evans, Chair – Mountainland Technical College
Steve Moore, Vice-Chair – Ogden-Weber Technical College
Dale Cox – Union Trades
Brad Tanner – Non-Union Trades
Dave Ulery – Tooele Technical College
Mike Angus – Uintah Basin Technical College
Chuck Taylor – Southwest Technical College
Catherine Carter - Healthcare
Brecken Cox - Transportation
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
Doug Richards – Legal Counsel

Present by Conference Call*

Aaron Osmond – Information Technology
(*joined from 10:00 am to 11:00 am)

Board of Trustees Absent

Michael Jensen – Davis Technical College
Stephen Wade – Dixie Technical College
Susan Johnson – Manufacturing
Scott Theurer – Bridgerland Technical College

INTRODUCTION:

- A. Welcome, call to order, and Pledge of Allegiance by Chair Evans.

Chair Jim Evans called the meeting to order, introduced guests: Frank Stewart, from the Bridgerland College and Sean Faherty, Legislative Analyst.

- Trustee Aaron Osmond, Chair of the Dixie Technical College President Search Committee informed that the local board would like to have a meeting to give an opportunity to the college administrative team to voice their opinion regarding the characteristics they are looking for the next Dixie's president.

The meeting will take place on May 24, 2018, at 7:00 pm. The preliminary interviews will be held May 25, 2018, and the final interviews with the Board of Trustees, are scheduled for June 21, 2018.

- Commissioner Woolstenhulme introduced Frank Stewart, Bridgerland Technical College, Development Director who informed the key components he used to reach employers to create and maintain partnerships.

ACTION ITEMS:

- A. Approval of the March 15, 2018, Board of Trustees Meeting minutes.
Motion: Brian Cox, Second: Dave Ulery
Vote: Unanimous

Approval of the following Executive Committee Meetings minutes:

December 14, 2017

December 21, 2017

January 8, 2018

February 2, 2018

Motion: Steve Moore, Second, Dale Cox

Vote: Unanimous

- B. Capital Development Priorities FY 2020.
President Chad Campbell shared a presentation titled: "FY19-20 Capital Development Project Request & Feasibility Statement" to request funding for the Health Sciences building at Bridgerland College. Assistant Commissioner Brinkerhoff distributed capital facilities scoresheets forms to all Trustees to score Bridgerland College.
President Michael Bouwhuis also presented a project for Davis Technical College Technology Building for information only.

After compiling the results of the scoresheets, Bridgerland received 96% of the 88% of possible points. Davis Technical College does not need to be ranked (for information only).

Motion to move forward and submit the projects this year to the State Building Board, Legislature and Governor's Office. Dave Ulery, Second, Dale Cox

Vote: Unanimous

Also, a vote of confidence was extended to President Michael Bouwhuis, Davis Technical College for the Technology Building.

- C. UTech Scholarship (New USTC policy 208). Commissioner Woolstenhulme and Associate Commissioner Haines introduced this new policy. HB 437 requires the Board of Trustees to make rules related to the scholarships provisions. The policy was developed. Associate Commissioner Haines explained the main provisions of the policy.

Motion to approve policy 208 and to authorize the Office of the Commissioner to complete and make necessary changes and the rulemaking in consultation with college presidents. Steve Moore, Second, Brian Florang

Vote: Unanimous

- D. Revisions of Data Reporting Policies. Assistant Commissioner Barrus informed that the Commissioner's Office and Council of Presidents worked on proposed alterations to Policies 200 Program/Course Approval and Reporting and 205, Student Enrollment and Outcome Reporting.

Motion to approve the proposed changes to both policies with immediate effect. Steve Moore, Second, Brad Tanner

Vote: unanimous

- E. FY2019 Data Dictionary. Assistant Commissioner Barrus stated that the data dictionary includes core reports and data to provide accurate reporting to legislative and other stakeholders. The dictionary is a statewide policy and is approved by the Board of Trustees on an annual basis.

Changes to the dictionary were presented to the Board of Trustees.

Motion to approve and adopt the Data Dictionary for the FY2019 with the changes mentioned. Chuck Taylor, Second, Dale Cox

Vote: Unanimous

- F. Delegation of Authority (Policy 102). Assistant Commissioner Barrus explained the reason why it is necessary to replace Policy 202. The Office of the Commissioner reviewed and had rewritten Policy 102. It is proposed to replace Policy 102 which has been approved by the Council of Presidents.

Item tabled: USTC Trustees requested additional information. This item will be presented to the next Board of Trustees meeting scheduled for September 20, 2018.

- G. SB1 – 1.5% Base Budget Reallocation. Commissioner Woolstenhulme and Assistant Commissioner Brinkerhoff proposed that the Board of Trustees return

the funding allocated to the Commissioner's Office to each college according to each college justification report to meet needs of each service region.

Motion to approve the reallocation of funds. Steve Moore, Second, Dale Cox.

Vote: Unanimous

- H. FY2019 USTC Commissioner's Office Budget Approval. Assistant Commissioner Brinkerhoff presented the FY2019 Schedule and Revenue and FY2019 Budget of the Commissioner's Office to the Board of Trustees for their approval before the beginning of next fiscal year.

Motion: Mike Angus, Second, Steve Moore

Vote: Unanimous

- I. Proposed FY2019 Tuition Rates. Assistant Commissioner Brinkerhoff indicated that according to policy, requires that the Board of Trustees approve tuition rates for the USTC Colleges as proposed by each college in their memorandums.

Motion: Chuck Taylor, Second, Dale Cox

Vote: Unanimous

- J. Proposed FY2019 Differential Tuition Rates. Differential Tuition Rates were presented to the Board of Trustees by Assistant Commissioner Brinkerhoff for their approval and according to the information provided by each USTC college.

Motion: Dave Ulery, Second, Chuck Taylor

Vote: Unanimous

- K. Equipment Funding Allocation. The Office of the Commissioner and the Council of Presidents are requesting the approval from the Board of Trustees that the Legislature appropriated ongoing equipment funding be distributed equally among USTC colleges.

Motion to approve funding distribution and alternative distribution model.

Steve Moore, Second, Brad Tanner

Vote: Unanimous

- L. Flow-through Funding Allocation. Assistant Commissioner Brinkerhoff informed that the appropriations funds known as Jobs Now come to the Office of the Commissioner to be distributed to the USTC Colleges. It is proposed that the Board of Trustees approve to request the Legislature and Legislature Fiscal Analyst that these funds are distributed to the colleges directly instead of coming to the Office of the Commissioner and then re-distributed to the USTC Colleges.

The amount has been the same since FY2011.

Motion: Chuck Taylor, Second, Steve Moore

Vote: Unanimous

- M. Approval of one-time fund usage for the Year of Technical Education. Commissioner Woolstenhulme and Assistant Commissioner Demma presented the Year of Technical Education background as well as the outline (by month) of the summary of the DWS Talent Ready Utah Grant request for the Statewide

Consortium that will contract marketing professionals for a statewide marketing and branding campaign, including town halls in each college region.

Motion: approval to use up to \$200,000 funds available as one-time funds to support the marketing campaign starting in August to the following year. Mike Angus, Second, Brad Tanner

Vote: Unanimous

INFORMATION ITEMS:

- N. Mr. Austin Cox, from the “Our Schools Now” organization, presented a PowerPoint to the Board of Trustees. He also stated that through his organization, Technical Education would receive an additional \$2.5 million by 2020 as performance funding according to SB117.
- O. Programs Approved: Associate Commissioner Haines informed that USTC Policy 200.2.3 authorizes the Commissioner of Technical Education to approve college programs that are 900 or longer or are seeking federal financial aid. Trustees were presented with the colleges who received approval from the Commissioner.
- P. USTC Top Priorities: Commissioner Woolstenhulme informed that in preparation for a new fiscal year, his office and the Council of Presidents met and developed a list of eleven priorities for the Utah System of Technical Colleges. Each President will take part as a Chair or member of a committee to work on each identified priority throughout the FY2019.
- Q. Commissioner Woolstenhulme informed the Board of Trustees that the College Presidents formal and informal evaluations are underway. This year President Taggart, President Christensen, and President Weight are due for formal evaluations, and the rest of the College Presidents are also receiving an informal evaluation which includes meetings with their board of directors.
- R. Commissioner’s Office Budget Report – Assistant Commissioner Brinkerhoff presented the Board of Trustees with the Office of the Commissioner’s budget progress report, check/disbursement register and cash & investment balances.
- S. Audit Committee Report. Trustee Dale Cox, Chair of the Audit Committee informed that six out of the eight colleges are performing well and the two other colleges have very small issues that will be corrected.

CLOSED SESSION:

Motion to go into closed session, under Utah Code Title 52, Chapter 4, Sections 204, 205 and 206.

Motion: Steven Moore, Second, Mike Angus

Voting: Unanimous

A roll-call was conducted:

Jim Evans, Chair – yes

Steve Moore – yes

Dale Cox – yes

Brad Tanner – yes

Dave Ulery – yes

Mike Angus – yes

Chuck Taylor – yes

Catherine Carter -yes

Brian Florang – yes

The Board entered closed session at 12:56 pm

The Board reconvened at 1:35 pm

Motion to adjourn: Dale Cox, Steve Moore

Voting: Unanimous

Meeting adjourned at 2:05 pm.