



## **UTAH SYSTEM OF TECHNICAL COLLEGES**

Board of Trustees Special Meeting

Date: July 12, 2018

Time: 7:00 am – 8:00 am

Anchor location for telephone conference access:

Utah System of Technical Colleges

310 South Main, Salt Lake City, UT 84101

801-341-6000

### **Board of Trustees Present**

Jim Evans, Chair – Mountainland Technical College

Steve Moore – Vice Chair, Ogden-Weber Tech

Scott Theurer – Bridgerland Technical College

Stephen Wade – Dixie Technical College

Michael Jensen, Davis Technical College

Dave Ulery – Tooele Technical College

Aaron Osmond – Information Technology

Chuck Taylor – Southwest Technical College

Susan Johnson – Manufacturing

Brian Florang – Snow College

Catherine Carter – Healthcare

Brecken Cox – Transportation

### **USTC Administration**

Dave Woolstenhulme – Commissioner of Technical Education

Jared Haines – Associate Commissioner of Instruction and Student Affairs – participating via conference call

### **Board of Trustees absent/excused:**

Brad Tanner – Non-Union Trades

Mike Angus – Uintah Basin Technical College

**MINUTES OF MEETING**  
UTAH SYSTEM OF TECHNICAL COLLEGES  
Board of Trustees Special Meeting  
July 12, 2018, 7:00 am – 8:00 am  
Meeting Minutes

**(PENDING APPROVAL FROM BOARD OF TRUSTEES)**

A. Call to order and welcome – Chair Jim Evans

The meeting was called to order at 7:01 am  
Meeting conducted by conference call. Anchor location: USTC, Salt Lake City, attended by Commissioner Woolstenhulme.

Chair Evans mentioned that he is sorry about the letter of resignation he received from Trustee Dave Ulery who resigned, effective July 13, 2018, as a Board of Trustees member due to the traveling changes on his current job.

Roll-call conducted:

Jim Evans, Chair – yes  
Steve Moore – yes  
Scott Theurer – yes  
Stephen Wade – yes  
Michael Jensen – yes  
Aaron Osmond – yes  
Chuck Taylor – yes  
Dave Ulery – yes  
Susan Johnson – yes  
Brian Florang – yes  
Catherine Carter – yes  
Brecken Cox – yes

Chair Evans began the meeting by thanking Commissioner Woolstenhulme for his leadership and the great things he has done to further the System. Chair Evans indicated that due to Commissioner Woolstenhulme's new position at Utah State University, and his resignation as Commissioner of the Utah System of Technical Colleges, the Board needs to appoint an Acting Commissioner.

Chair Evans also mentioned that the Board needs to appoint an acting Commissioner so he/she can spend a few weeks with Commissioner Woolstenhulme before he moves to his new role at USU. Depending on the timeline, he continued, some people may or may not be interested in the Acting Commissioner position because it can be a short or long term.

Chair Evans began with Agenda Item C: Commissioner's Position. Due to Commissioner Woolstenhulme's resignation, effective August 1, 2018, the Board of Trustees needs to approve the following items:

1. Proposed timeline for Commissioner's Search
2. Commissioner's position announcement
3. Members of the Search Committee

Chair Evans asked Trustees if there were any comments regarding the proposed timeline for the Commissioner's Search and opened it up for discussion.

Trustee Osmond stated that he doesn't have any concerns with the timeline and believes the Board needs to address this issue aggressively and as soon as possible.

Commissioner Woolstenhulme indicated that the only item in the proposed timeline that has 100% time certain is Wednesday, November 14, 2018, as the State Senate needs a 30-day turn around before the confirmation. The interviews will take place in the middle of October, and the State Senate confirmation scheduled for November.

Trustee Susan Johnson mentioned that she feels that depending on the Interim Commissioner, the Board needs time to find a qualified candidate. She also mentioned that some interims are in their positions for more than two years.

Chair Evans explained that if the Board agrees with this timeline and cannot find the right candidates, the Board can certainly extend the search for another six months or a year. Chair Evans asked again if there were any other thoughts about the timeline.

Chair Evans proposed a motion to consider the timeline knowing that this timeline doesn't lock the Board down if the Board doesn't find the right person and needs to continue with the search.

Motion to approve the proposed timeline for the Commissioner Search, Aaron Osmond, Second Steve Moore

Roll call conducted:

Jim Evans, Chair – yes  
Steve Moore – yes  
Scott Theurer – yes  
Stephen Wade – yes  
Michael Jensen – yes  
Aaron Osmond – yes  
Chuck Taylor – yes  
Dave Ulery – yes  
Susan Johnson – yes  
Brian Florang – yes  
Catherine Carter – yes  
Brecken Cox – yes

Chair Evans stated that to carry out the Commissioner's Search; the Board will need to appoint a Search Committee. Chair Evans informed that he had asked Vice Chair Steve Moore if he would be willing to Chair the Commissioner's Search Committee. Chair Evans then asked if any of the Trustees would like to be the Committee's Chair. (No comments from Trustees)

Chair Evans motion that Vice Chair Steve Moore serves as the Commissioner's Search Committee Chair, Second Aaron Osmond.

Vote Unanimous

Chair Evans asked: Who of the Trustees would like to serve as committee members? (no reply from Trustees)

Chair Evans continue by saying that perhaps it would be a good idea to invite a Senator or a Representative to serve in the Commissioner's Search Committee. An example would be Senator Ann Millner and Representative Derrin Owens. Trustee Osmond stated that he believes it's a good idea to have a Senator or Representative's involvement from the start so they can be engaged and look at this search from the state-wide perspective.

Trustee Osmond stated that he was involved in the Dixie Technical College President Search Committee, but he would like to be involved in the Commissioner Search Committee as well. Trustee Catherine Carter indicated that she also would like to be part of the committee.

Chair Evans stated that Trustees would probably like to look at their schedules, so he proposed that if Trustees would like to ponder on this and if interested in serving as members of the Search Committee, to call him or Chair Moore. Also, it will be important to have some college presidents serving on the committee.

Commissioner Woolstenhulme said that the next step would be to post the job announcement.

Trustee Scott Theurer asked if it would be helpful to find out the cost of a consultant, and the short timeline as far as to recruit other candidates. Chair Evans asked Commissioner Woolstenhulme to ask someone from his staff to look into it.

Chair Evans said that the next step was to talk about the Acting Commissioner. He also mentioned that he has seen this done both ways, and he was curious to know if it matters to the Trustees if a person selected be the acting commissioner would be someone who is also planning to be a candidate for the Commissioner's position. He asked if there are any thoughts or if that even matters to Trustees. Trustee Osmond clarified the statement: *if the Trustees would allow the Interim Commissioner to apply for the position.*

Trustees Johnson and Wade expressed that they don't think that it would matter one way or the other.

Chair Evans mentioned that he has names of people who would like to be considered (for the Interim Commissioner position): Jared Haines, currently in the Commissioner's office. He has done it a few times, has done it well; and understands the process. President Michael Bouwhuis (currently President of the Davis Technical College), asked to be considered the Acting Commissioner. Chair Evans mentioned that President Bouwhuis is getting to the end of his career. The other names are Joseph Demma (Assistant Commissioner) and Russell Galt (VP Administrative Services and CFO- Davis Technical College). He asked if there were any other names that Trustees may know that are interested in the Interim Commissioner position.

Trustee Ulery asked what is the process for the Board of Trustees to decide which of the four candidates would be the interim Commissioner?

Chair Evans replied that the Board would talk about it and then have a potential nomination and vote. However, before that, the Board need to have a good discussion and have a clear reason why the Board wants to appoint one of those individuals. They are all quality individuals, but we (the Board) need to decide on the individual who will keep things moving forward.

Commissioner Woolstenhulme stated that after Board of Trustees selects the Interim Commissioner, the name needs to go through the State Senate confirmation process.

Doug Richards (Legal Counsel), stated that if the Board wants to discuss the competence, qualifications, pros, and cons of these individuals that the Board may want the motion to go into closed session.

Trustee Brain Florang motion to move the meeting to a closed session to discuss the individuals or potential candidates for Interim Commissioner. Second, Catherine Carter

Vote: Unanimous

Roll to go into closed session:

Jim Evans, Chair – yes  
Steve Moore – yes  
Scott Theurer – yes  
Stephen Wade – yes  
Michael Jensen – yes  
Aaron Osmond – yes  
Chuck Taylor – yes  
Dave Ulery – yes  
Susan Johnson – yes  
Brian Florang – yes  
Catherine Carter – yes  
Brecken Cox – yes

Chair Evans asked anyone who is not a Trustee to please hang up the phone.

Chair Evans announced that the Board of Trustees meeting is back into open session.

Chair Evans motion to appoint Michael Bouwhuis to be the Interim Commissioner of Technical Education. Second, Michael Jensen

Roll call conducted:

Stephen Wade – yes  
Mike Jensen – yes  
Susan Johnson – yes  
Scott Thuerer – yes  
Aaron Osmond – yes  
Catherine Carter – yes

Brecken Cox – yes

Steve Moore – yes (with the clarifications discussed)

Brian Florang - no

Chair Evans – yes

(Trustees Ulery and Osmond were not present via conference call during this motion due to work meetings)

Motion passed: Nine to One

Chair Evans asked Commissioner Woolstenhulme if Michael Bouwhuis is aware that this appointment needs to pass the State Senate confirmation. Commissioner Woolstenhulme replied: yes.

Chair Evans mentioned that it was a good open discussion of the pros and cons for the Interim Commissioner. Chair Evans asked if there are any other comments or concerns.

Chair Evans motion to move the location of the September 20, 2018 Board of Trustees Meeting from Southwest Technical College to Dixie Technical College. Second, Chuck Taylor  
Vote: Unanimous

Vice Chair Steve Moore indicated that as the Chair of the Commissioner's Search, he would like to have more than the two Trustees who offered to be in the Search Committee and asked Trustees to please call him or Chair Evans.

Trustee Michael Jensen said that he felt it was very appropriate to give a warm thank you to Commissioner Woolstenhulme for his dedication and hard work, he also mentioned that Commissioner Woolstenhulme made some transformations, and it was not easy but did an excellent job.

Chair Evans motion to close the meeting, Second, Steve Moore  
Vote Unanimous

Adjournment at 8:07 am