



DRAFT

UTAH SYSTEM OF TECHNICAL COLLEGES

Board of Trustees Meeting
Date: September 20, 2018 - Time: 8:00 am – 1:00 pm
Dixie Technical College
610 South Tech Ridge Drive, Bldg. A, St. George, UT 84770
435-674-8400

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
- Brad Tanner – Non-Union Trades
- Mike Angus – Uintah Basin Technical College
- Susan Johnson – Manufacturing
- Aaron Osmond – Information Technology
- Chuck Taylor – Southwest Technical College

Board of Trustees absent/excused:

- Brecken Cox – Transportation
- Catherine Carter – Healthcare
- Brian Florang – Snow College
- Michael Jensen, Davis Technical College

USTC Administration

- Michael Bouwhuis – Interim Commissioner of Technical Education
- Jared Haines – Associate Commissioner of Technical Education
- Zachary Barrus, - Assistant Commissioner
- Tyler Brinkerhoff – Assistant Commissioner
- Doug Richards – Legal Counsel

College Presidents Present

- Kim Ziebarth, Davis Technical College, Interim President
- Kelle Stephens, Dixie Technical College
- Aaron Weight, Uintah Basin Technical College
- Brennan Wood, Southwest Technical College
- Jim Taggart, Ogden-Weber Technical College
- Chad Campbell, Bridgerland Technical College
- Clay Christensen, Mountainland Technical College
- Paul Hacking, Tooele Technical College

MINUTES OF MEETING
UTAH SYSTEM OF TECHNICAL COLLEGES
Board of Trustees Meeting
September 30, 2018 – 8:00 am – 1:00 pm
Meeting Minutes

(PENDING APPROVAL FROM BOARD OF TRUSTEES)

- A. Call to order and welcome – Chair Jim Evans
Pledge of Allegiance by Vice Chair Steve Moore

The meeting was called to order at 8:00 am

Roll-call was conducted:

Jim Evans, Chair – yes
Steve Moore – yes
Scott Theurer – yes
Stephen Wade – yes
Brad Tanner – yes
Mike Angus – yes
Susan Johnson – yes
Aaron Osmond – yes
Chuck Taylor – yes

Consent Calendar:

Motion: Aaron Osmond motion to approve items one to seven listed on the board agenda as consent calendar, Second: Susan Johnson

Vote: Unanimous

College Highlights: President Kelle Stephens, President of the Dixie Technical College, presented the college highlights.

ACTION ITEMS:

- A. Approval of FY2018 Student Enrollment and Outcomes. USTC administration recommended that the Board of Trustees approve the college's data submissions and attached summaries for the use of all reporting to USTC and college stakeholders. The data presented is preliminary, pending final submission in December 2018. The data will be approved as final for all future reports pertaining FY2018.
Motion: Susan Johnson, second, Steve Moore
Vote: Unanimous
- B. Replacement of USTC Policy 102, Delegations of Authority. USTC Administration recommended that the Board of Trustees adopt the draft replacement of USTC Policy 102, Delegations of Authority, with immediate effect.
Board of Trustees requested a summary of the Board of Director's meetings from each of the eight colleges. The summaries will be coordinated through the office of the Commissioner and distribute to the Board of Trustees members through email.
Motion: Chuck Taylor, Second Brad Tanner
Vote: Unanimous

- C. Revisions to USTC Policy 112, Technical College Presidents – Review and Evaluation. USTC Administration recommended that the Board of Trustees adopt the proposed revisions to this policy, Technical College Presidents, Review, and Evaluation. During the informal evaluations, the Board of Trustees would like college presidents to report not only the successes at their campus but also challenges they may be facing. The Board of Trustees will also like to continue discussing the evaluation process for informal evaluations.
Motion: As discussed, Scott Theurer, Second, Steve Moore
Vote Unanimous
- D. Approval of FY2020 Budget Request. USTC administration recommended that the Board of Trustees approve the budget requested from each of the colleges. The Budget will be presented to the Governor’s office and Legislature.
Motion: Scott Theurer, Second, Aaron Osmond
Vote: Unanimous
- E. Custom Fit Program Report. The USTC administration requested approval from the Board of Trustees for the Custom Fit reports and deferred any possible reallocation to future years. A report of the Custom Fit Financial Report was presented and well as the Custom Fit Program performance.
Motion: Stephen Wade, Second, Scott Theurer
Vote: Unanimous
- F. Custom Fit Software Development. USTC administration recommended the Board authorize the expenditure of Commissioner’s Office reserves up to \$125,000 to finance the development of a Custom Fit software solution replacing the current Access database. Database software has performed well for two decades, but it is time to update it with new software. College Presidents support the project.
Motion: Aaron Osmond, Second, Susan Johnson
Vote: Unanimous
- G. Appointment of Trustee(s) to the Audit Committee. USTC Administration recommended that the Board Chair appoint one additional member to the audit committee or reorganize the audit committee with three new members and select a chair or direct the committee to designate one.
Trustee Chuck Taylor accepted to be part of the Audit Committee
Motion: Scott Theurer, Second, Susan Johnson
Vote: Unanimous
- H. Davis Technical College Building Name. USTC Administration, in consultation with Chair Jim Evans, recommended the Board of Trustees endorse the Davis Technical College Board action and name the new building the Michael J. Bouwhuis Allied Health Building. Trustee Johnson stated that Michael Bouwhuis did an excellent job as President of Davis Technical College and praised his accomplishments.
Motion: Susan Johnson, Second, Aaron Osmond
Vote: Unanimous

DISCUSSION ITEMS:

- I. Higher Education Strategic Planning Commission – Update. Vice Chair Moore is a member of the Commission. He shared the PowerPoint Presentation he presented to the Commission.
- J. SUU/Southwest Technical College Governor’s Visit – Update. President Brennan Wood spoke about the Governor’s visit to the college.
- K. Trustee Participation in Year of Technical Education Regional Events. Jared Haines distributed a town halls calendar for the months of October through December of this year and encouraged Board of Trustees members to participate.
- L. 2018-2019 Tactical Plan. Interim Commissioner Bouwhuis developed a Tactical Plan to be used with the 2017-2025 Utah System of Technical Colleges Strategic Plan. These are specific goals that the System and Colleges will work on during the 2018-2019 years.
- M. Commissioner’s Search – Update. Vice-Chair Moore is the Chair for the Commissioner’s search and informed that there are eighteen candidates and the process is underway. The Search Committee is composed of fifteen key Utah Higher Education stakeholders.
- N. Davis Technical College President Search – Update. Trustee Michael Jensen is the Search Committee Chair. Trustee Jensen is absent today. Interim Commissioner Bouwhuis informed that so far there are fourteen applicants. The posting of this position will close Friday, September 21, 2018.
- O. College Financial Reports. Assistant Commissioner Tyler Brinkerhoff presented a brief financial report from each of the colleges.
- P. Commissioner’s Report. Interim Commissioner Bouwhuis informed of the various college visits, including attending their Board of Directors meetings, visits with some Senators and Legislators. He also mentioned that he would like to stay a little longer to help the new Commissioner. The Assistant Commissioner for Public Affairs is also vacant (Joseph Demma left this position to take a VP position at Mountainland Technical College). Interim Commissioner Bouwhuis stated that he also would like to take some of the duties of this position until a new Assistant Commissioner for Public Affairs is appointed.
- Q. College Presidents’ 2018 Formal Evaluations. Three college presidents had formal evaluations performed by former Commissioner Dave Woolstenhulme. Interim Commissioner Bouwhuis informed the Board of Trustees about the results of these evaluations in closed session.

Closed Session

Motion to go into closed session, as provided in Utah Statute 52-4-204 and 205, to discuss the character, professional competence, or physical or mental health of individuals.

Motion: Steve Moore, Second, Aaron Osmond
Voting: unanimous

A roll-call was conducted:

Jim Evans, Chair – yes
Steve Moore – yes
Scott Theurer – yes
Stephen Wade – yes
Brad Tanner – yes
Mike Angus – yes
Susan Johnson – yes
Aaron Osmond – yes
Chuck Taylor – yes

The Board entered closed session at 1:03 pm

Adjournment

Motion to adjourn: Chuck Taylor, Second, Brad Tanner
Voting: unanimous

Meeting adjourned at 1:35 pm