

# UTAH COLLEGE OF APPLIED TECHNOLOGY

## AGENDA ITEM

### UCAT BOARD OF TRUSTEES

23 March 2017

ITEM: III.S

TOPIC: OWATC Presidential Search Committee and Process

#### BACKGROUND

On February 22, 2017, President Collette Mercier of Ogden-Weber Applied Technology College announced her retirement, effective July 1, 2017. President Mercier's impending departure necessitates the search for and selection of a new president of the college.

UCAT Policy 111 establishes procedures for the selection of a new applied technology college president. The policy mandates that a Search Committee be formed and comprised of individuals representing the Board of Trustees, the local Board of Directors, the Commissioner of Technical Education, and up to five additional members representing college stakeholders such as faculty/staff, students, community leaders, education partners, etc. The Search Committee is tasked with developing a schedule for the presidential search and selection process, and determining the criteria by which applications and interviews shall be scored.

Upon the release of the position posting, applicants have 30 days to submit all required materials, after which the Search Committee shall score them and interview up to eight candidates. Of those interviewed, the Search Committee shall identify up to four finalists to be interviewed by the Board of Trustees. After the Board completes its interviews, and upon consultation with the Chair of the college Board of Directors, the Board of Trustees shall appoint a new college president.

Search Committee members are listed in the attached committee roster. Also attached is a timeline for the search and selection process, and the final position posting, released publicly on March 17, 2017.

#### RECOMMENDATION

Information/discussion only.

Attachments: OWATC Presidential Search Committee Roster and Timeline  
OWATC Presidential Search Position Posting



Ogden Weber Applied Technology College  
 President Search Committee and Proposed timeline  
 Trustee Moore (Search Committee Chair)

<b>Committee Member</b>	<b>Organization</b>	<b>Phone Number</b>	<b>EMAIL</b>
Dave Woolstenhulme	UCAT Commissioner	435-823-2294	dave@ucat.edu
Steve Moore	UCAT Trustee (Chair of Committee)	801-388-1734	srmoore48@gmail.com
Scott Theurer	UCAT Trustee	435-757-7742	slttheurer@gmail.com
Dale Cox	UCAT Trustee	801-971-5568	dalecox@utahaflcio.org
Matt Wardle	OWATC BOD	801-782-4274	mdwardle@jdmachine.com
Joyce Wilson	OWATC BOD	801-644-5712	wilsonj@ogdensd.org
Jerry Ropelato	OWATC BOD	801-721-6277	jerry@whiteclouds.com
Chad Burchell	OWATC Employee	801-627-8388	burchelc@owatc.edu
Tina Smith	OWATC Employee	801-627-8304	smitht@owatc.edu
Nalley Ruiz	OWATC Employee	801-627-8324	ruizn@owatc.edu
Dr. Dave Ferro	WSU Dean of Engineering & Applied Science	801-626-6304	dferro@weber.edu
Cindy Purcell	OWATC Foundation Board	801-540-4535	cindy@swanfound.org

## Proposed Timeline

<b>DATE</b>	<b>ACTION</b>	<b>INVOLVED</b>	<b>LOCATION</b>
3/17/17	Post Announcement	Commissioner's Office	Commissioner's Office
4/14/17	Applications Due	Commissioner's Office	Commissioner's Office
4/21/17	Applications Sent to Committee	Commissioner's Office	
4/21/17 to 4/28/17	Scoring of Applicants	Search Committee	
4/28/17 to 5/5/17	Scoring of Applications Complied	Commissioner's Office	Commissioner's Office
5/5/17	Select Candidates to Interview and Interview Details	Search Committee	Conference Call or OWATC
5/18/17	Interviews	Search Committee	OWATC
5/18/17	Search Committee Complete		
5/26/17	Notify Finalists	Commissioner's Office	Commissioner's Office
6/2/17	Background and Reference Checks Complete	Commissioner's Office	Commissioner's Office
6/15/17	Final Interviews	Board of Trustees and OWATC Board of Directors	OWATC



## Ogden-Weber Applied Technology College **PRESIDENT SEARCH**

The Utah College of Applied Technology (UCAT) Board of Trustees and the Ogden-Weber Applied Technology College (OWATC) Board of Directors, in consultation with the UCAT Commissioner of Technical Education, are accepting applications for the position of Ogden-Weber Applied Technology College President.

In support of the Ogden-Weber Applied Technology College's mission, "We build a prosperous community by creating a technically-skilled workforce one student at a time," the institution serves Weber County from a main campus in Ogden and a branch campus at the Business Depot. The college provides upwards of 1,186,392 hours of instruction each year to more than 5,835 part-time, full-time, adult, and secondary students. Ogden-Weber Applied Technology College offers 53 accredited occupational certificate programs and many other skills training courses.

### **PRESIDENT PROFILE**

The Ogden-Weber Applied Technology College President is the executive officer of the OWATC Board of Directors and the chief administrative officer of the college. The President is appointed by the UCAT Board of Trustees, after consultation with the local Board of Directors. The president serves at the discretion of the UCAT Board of Trustees, in cooperation with the college Board of Directors, and administers the day-to-day operations of the college. In consultation with the Board of Directors, the President administers the human resource policies and employee compensation plans in accordance with the requirements of the Board of Trustees. In addition, the president needs to be an innovative leader committed to meeting the technical education needs of regional employers and be involved in strengthening business and industry competitiveness.

### **Required Qualifications:**

- Extensive experience in career and technical education.
- Master's degree is required.
- Proven record of administrative and leadership experience at a senior management level.
- Successful experience in budgeting, strategic and long-range planning, and managing fiscal resources.
- An understanding and commitment to the mission of an established, multi-campus applied technology college.

- Strong communication and interpersonal skills, and a demonstrated ability to interact effectively with faculty, students, staff, Board of Directors, the UCAT Commissioner, and the UCAT Board of Trustees, government and education officials, employers, and the community at large.

**Primary Responsibilities:**

For a complete list of College President duties and functions, refer to [UCAT Policy 110](#) at <http://ucat.edu/ucat/policies-procedures/>.

**APPLICATION PROCESS:**

To be considered, each applicant must submit the following:

- Cover letter
- Current resume
- Written description of how the candidate meets each of the Required Qualifications and Primary Responsibilities referenced above, using specific examples.
- List the names and phone numbers of six references who can be contacted.

Salary and benefits will be competitive. All applications will be treated confidentially. A background check will be required for finalists.

To ensure full consideration, application materials should be submitted by **5:00 p.m. (MDT) April 14, 2017**.

For further information visit: [www.ucat.edu](http://www.ucat.edu) and [www.owatc.edu](http://www.owatc.edu).

**Please submit completed applications by e-mail to:**

Tyler Brinkerhoff, Assistant Commissioner  
[tbrinkerhoff@ucat.edu](mailto:tbrinkerhoff@ucat.edu) | Phone: (801) 341-6003