MEMORANDUM

March 25, 2022

General Consent Calendar

A. MINUTES
   1. Minutes from the Board meetings – (Attachment)

B. FINANCE AND FACILITIES

C. TECHNICAL EDUCATION
   1. Transition of Clock-Hour to Credit-Hour Programs – (Attachment)

D. ACADEMIC EDUCATION

E. PROGRAM NOTIFICATIONS
   ACTION:
   3-Year Reports:
   1. Dixie State University – Bachelor of Music in Performance
   2. Dixie State University – Bachelor of Fine Arts in Studio Art
   3. Dixie State University – Bachelor of Sciences in Information Systems and Analytics
   4. Dixie State University – Master of Accountancy
   5-Year Reports:
   5. Weber State University – Department of English
   6. Weber State University – Department of Health Sciences
   7. Weber State University – Management Information Systems programs
   8. Weber State University – Department of Mathematics
   7-Year Reports:
   9. University of Utah – Department of Neurobiology
   10. University of Utah – Department of Pharmacotherapy

INFORMATION:

New Program:
1. University of Utah – Bachelor of Sciences in Software Development
2. University of Utah – Master of Sciences in Cybersecurity Management
3. Dixie State University – Bachelor of Arts in American Sign Language Interpreting
4. Dixie State University – Associate of Science in American Sign Language
5. Dixie State University – Associate of Sciences in Biotechnology
6. Dixie State University – Associate of Applied Sciences in Biotechnology
NOTIFICATION:

New Program:
1. Southern Utah University – Minor in Entrepreneurship
2. Utah Valley University – Certificate of Proficiency in Organizational Leadership and Change
3. Utah State University – Certificate of Proficiency in Additive Manufacturing
4. Utah State University – Certificate of Proficiency in Drafting Design
5. Utah State University – Certificate of Welding Technology
6. Utah State University – Minor in Environmental Planning
7. Utah State University – Post-Baccalaureate Certificate in Advanced Practice in Dietetics
8. Utah State University – Certificate of Completion in Ornamental Horticulture
9. Utah State University – Certificate of Proficiency in Leadership and Diplomacy
10. Utah Valley University – Minor in Writing for Entertainment Media
11. Weber State University – Certificate of Proficiency in Paraeducator
12. Weber State University – Certificate of Proficiency in Sustainable Land Use Planning

New Emphasis:
13. Southern Utah University – Master of Music in Music Technology – Film Music Technology Emphasis (Online)
14. Southern Utah University – Master of Music in Music Technology – Game Audio Technology Emphasis (Online)

Name Change:
15. Southern Utah University – Bachelor of Arts/Bachelor of Sciences in Communication – New Media, Branding, and Message Design Emphasis
16. Southern Utah University – Minor in Library/ Media to School Library
17. Utah State University – Bachelor of Arts/Bachelor of Sciences in Management – Operations Management Emphasis to Management – Operations and Supply Chain Management Emphasis
18. Utah State University – Minor in Operations Management to Operations and Supply Chain Management

Discontinuance:
19. Utah Valley University – Bachelor of Sciences in Entrepreneurship
20. Utah Valley University – Bachelor of Arts/Bachelor of Sciences Integrated Studies Emphases
21. Weber State University – Minor in Fashion Merchandising

Program Restructure:
22. Utah State University – Master of Arts/Master of Science in English
23. Utah State University – Aggies Elevated-Integrated College and Community Studies
New Institute:
24. Utah State University – Transforming Communities Institute

New Center:
25. Utah State University – Analytics Solutions Center
26. Weber State University – Wasatch Writing Center

F. GRANT PROPOSALS

29. University of Utah – National Science Foundation; “CSSI Anthroscape Resubmit”; $2,076,228. Principal Investigator, Brian Frank Codding.
35. University of Utah – DHHS National Institutes of Health; “PA-20-185 MPI Bettini Evavold”; $3,875,577. Principal Investigator, Maria Bettini.
40. University of Utah – NYU Langone Medical Center; “PASC Phase 2”; $2,590,885. Principal Investigator, Torri Derback Metz.
47. Utah State University – Missile Defense Agency; “Space Defense Agency Operations & Management Fiscal Year 22-Fiscal Year 24 follow on”; $4,842,775. Principal Investigator, Jason Smesny.


51. Utah State University – Oregon State University; “Bll: ForSlte: advancing a phytobiome model of tree performance and forest resilience”; $2,042,804. Principal Investigator, James A Lutz.

52. Utah State University – NASA Goddard Space Flight Center; “The Space Dynamics Laboratory will build the Advanced Mesospheric Temperature Mapper (AMTM) for the Atmospheric Waves Experiment (AWE). AWE is a low-risk, space-weather mission that uses proven technologies for observing gravity waves from ground stations and aircraft.”; $4,242,866. Principal Investigator, Burt Lamborn.

53. Utah State University – Missile Defense Agency; “As a member of the Ground-Based Midcourse Defense (GMD) Technical Direction Agent (TDA) Team, the Space Dynamics Laboratory (SDL) will provide subject matter expertise in technical areas being assessed within the scope of the TDA Team and SDL’s University Affiliated Research Center (UARC) core competencies.”; $46,105,882. Principal Investigator, Jason Cluche.

54. Utah State University – Missile Defense Agency; “Space Dynamics Laboratory (SDL), a University Affiliated Research Center (UARC), will provide the following services under this new task order: 1) provide lidar system sustainment, support and maintenance, including, but not limited to, support for existing Dugway Proving Ground (DPG) lidar referee systems, DPG lidar systems under development/upgrade, and lidar-related support/calibration sub-systems and processes; 2) continue design upgrade efforts for the DPG Differential Scattering/ Differential Absorption Lidar (DISC/DIAL) System; 3) continue design/development efforts for the DPG Multi-wavelength Lidar (MWL) System; 4) maintain the LidarView software package, and 5) upgrade DPG eye-safe lidar systems.”; $10,547,946. Principal Investigator, Kori Moore.

55. Utah Valley University – National Science Foundation; “Pro-STEM Scholarship program”; $1,500,000. Principal Investigator, Joshua Lothringer.

G. AWARDS


4. Utah State University – Air Force Research Laboratory; “Broadhead”; $2,023,681. Principal Investigator, Amy Secrist.


7. Utah State University – NASA Jet Propulsion Laboratory; “Near Earth Object Surveyor”; $2,000,000. Principal Investigator, Brent Carlsen.
Utah System of Higher Education
Salt Lake Community College
Friday, January 14, 2022

COMMITTEE OF THE WHOLE
MINUTES

Board Members Present

Harris H. Simmons, Chair
Aaron Osmond, Vice-Chair
Nina R. Barnes, Vice-Chair
Jesselie B. Anderson
Mike Angus
Jera L. Bailey
Stacey K. Bettridge
Lisa Michele Church
Wilford Clyde
Sanchaita Datta
Alan Hall
Patricia Jones
Crystal Maggelet
Tanner Marcum
Arthur E. Newell
Shawn Newell
Valirie Serawop
Scott Theurer

Board Members Absent

Office of the Commissioner

Dave R. Woolstenhulme, Commissioner of Higher Education
Geoffrey Landward, Deputy Commissioner and General Counsel
Rachelle Ackley, Program Support Specialist, Talent Ready Utah
Alison Adams-Perlac, Associate General Counsel
Kymber Crosby, Student Intern
Trisha Dugovic, Director of Communication
Brynn Fronk, Executive Assistant to the Utah Board of Higher Education
Jared Haines, Senior Advisor for Technical Education
Julie Hartley, Associate Commissioner of Academic Education
Melanie Heath, Assistant Commissioner of Strategic Initiatives
Vic Hockett, Director, Talent Ready Utah
Malissa Jones, Office Manager
Spencer Jenkins, Chief Student Affairs Officer
Lais Martinez, Assistant Commissioner for Equity, Diversity, and Inclusion
Carrie Mayne, Chief Economist
Peter Reed, Program Manager, Talent Ready Utah
Juliette Tennert, Chief Financial Officer
Scott Wyatt, Senior Executive Director of Online Education
Kim Ziebarth, Associate Commissioner of Technical Education
Institutional Presidents Present

Chad Campbell, Bridgerland Technical College  
Clay Christensen, Mountainland Technical College  
Paul Hacking, Tooele Technical College  
Taylor R. Randall, University of Utah  
Darin Brush, Davis Technical College  
Kelle Stephens, Dixie Technical College  
Astrid Tuminez, Utah Valley University  
Jim Taggart, Ogden-Weber Technical College  
Brad J. Cook, Snow College  
Brennan Wood, Southwest Technical College  
Noelle Cockett, Utah State University  
Brad L. Mortensen, Weber State University  
Mindy Benson, Southern Utah University (interim)  
Richard Williams, Dixie State University

Salt Lake Community College Trustees
Coralie Ashton Alder  
Sunny Washington

Other Guests
Derek Adams, Chief Technology Officer, BrainStorm  
Bradley Buchanan, Senior Enterprise Account Executive - Education, Adobe  
Erin Casale, Head of Education Customer Success, Qualtrics  
Will Clive, Chief People Officer, Pluralsight  
Dave Cowley, Vice President for Business and Finance, Utah State University  
Marvin Dodge, Vice President for Finance and Administrative Services, Southern Utah University  
Christian Gardner, Board of Trustees Chair, University of Utah  
Michael Good, Senior Vice President for Health Sciences, University of Utah  
Nancy Hanks, Assistant to the President, Utah State University  
Carson Howell, Vice President of Finance and Administrative Services, Snow College  
Sebastian Medina, Salt Lake Community College student  
Val Peterson, Vice President for Administration/Strategic Relations, Utah Valley University  
Sabah Sial, University of Utah student  
Todd Taylor, Senior Strategic Development Management for Higher Education, Adobe  
Martell Teasley, Interim Senior Vice President for Academic Affairs, University of Utah  
Jeff West, Vice President for Finance and Administration/CFO, Salt Lake Community College

Vice-Chair Osmond called the meeting to order at 7:30 a.m.

Closed Session

Board member Shawn Newell made a motion to go into closed session for the purposes of discussing the character, professional competence, or physical or mental health of an individual; Vice-Chair Barnes seconded the motion and the motion was passed.

Committee of the Whole

Vice-Chair Osmond called the Committee of the Whole meeting to order at 9:10 a.m.

Student Update

Sebastian Medina provided student updates from Salt Lake Community College and Sabah Sial from the University of Utah. Sebastian asked Board members to help people understand that it is never too late to go back to school. Board member Marcum and President Randall recognized Sabah as a Rhodes Scholar. Sabah asked Board members to help students connect with opportunities and encourage them to go for them. This was an information item only; no action was taken.
**President Kelle Stephens Retirement**

Vice-Chair Osmond acknowledged President Kelle Stephens and announced her retirement. This was an information item only; no action was taken.

**Student Affair Committee Report**

Board member Church provided a report from the December 2021 Student Affairs Committee Meeting. They discussed dream centers on campuses and LBGTQ issues across Utah. Board member Marcum presented findings from the Student Safety and Equity Commission. Board member Church and Kris Coles have visited campuses to talk to admissions directors. In February, they will travel to the technical colleges to ask about their admissions issues. Another item in their committee is food security and addressing students’ basic needs. They had a food insecurity survey done, and Board member Church will present full results of the survey at the next meeting. Vice-Chair Barnes asked if period products were included in the food insecurity piece. Board member Marcum stated that Utah Student Associations presidents identified period products as a priority to focus on this year. Conversations are happening between students and administrations to know what is possible. Vice-Chair Osmond highlighted the New Leadership Academy Orientation that was held the day prior. He encouraged Board members to keep an open mind during the experience. This was an information item only; no action was taken.

**Board Transfer Council Updates**

Vice-Chair Barnes gave a report of the Board Transfer Council, which is comprised of Board members, presidents, staff, and individuals from various campuses. Their first priority was to update the Electronic Transfer Guide. They began to design direct transfer to the top transfer majors. This would ensure students who completed an associate degree would be able to complete a bachelor’s degree with an additional 62 credits. They now have 12 majors where this is happening. The Council identified the next two priorities: financial aid for transfer students and reverse credit transfer. This was an information item only; no action was taken.

**Finance and Facilities Report**

Chair Clyde reviewed four action items from the Finance and Facilities Committee that will be discussed later in the agenda. The Committee discussed the Voice of the Customer Report from Cicero. They also reviewed the Earn to Learn presentation, which will be discussed further at the March meeting. Juliette Tennert will study the Earn to Learn and come back to the Committee with a recommendation. They also reviewed Performance Funding Allocations, the Space Utilization Report, the Annual Report on Institutional Revenue Bond Indebtedness, the Annual Financial Statements of the Commissioner’s Office, and the revenue bond results the University of Utah released. This was an information item only; no action was taken.

**Strategic Plan Update**

Melanie Heath provided an update on the strategic plan with the Board. She introduced the red light green light dashboard on the website. President Tuminez asked if they would have an opportunity to discuss items with no information or at risk. Melanie asked that she would welcome those questions during the committee meetings. This was an information item only; no action was taken.
**Legislative Session Update**

Spencer Jenkins gave a brief update on some of the legislative items they'll work on. Vice-Chair Osmond asked when the presidents would be called into the Higher Education Committee. Commissioner Woolstenhulme ensured the schedule would be sent to the presidents and the Board once it was finalized. Vice-Chair Barnes, Board member Jones and President Randall expressed interest in a Higher Ed Day on the Hill event this year. It had not been previously scheduled, but the USHE staff will look into having one during the 2022 session. This was an information item only; no action was taken.

**Vet School at USU**

President Noelle Cockett presented the proposal to add a vet school at Utah State University to the Board. This was an information item only; no action was taken.

**Equity, Diversity and Inclusion Policy Review**

Alison Adams-Perlac provided an Equity, Diversity, and Inclusion Policy review. Alison and Assistant Commissioner Laís Martinez have teamed up together to work with the group. They hope to share guidelines with the institutions for them to consider. Recommendations for edits will go through the subcommittees for the Board's review. This was an information item only; no action was taken.

**Title IX Discussion**

Board member Church led a Title IX discussion with the Board. She iterated that Title IX issues and campus safety is very important to them. They have tried hard to listen to the concerns of students, presidents, and leaders on this issue and noted that every parent and family should feel confident sending their students to our institutions in Utah. The Board and system intend to support Title IX officers as much as possible to get new regulations implemented. Hiring associate general counsel Alison Adams-Perlac is a great step in the right direction. The Student Affairs Committee will be holding more hearings on this issue and hearing from Title IX officers on what we can do statewide. Board member Church asked if there are things that can be done systemically to standardized complaint procedures, complaint documentation, and investigation standards of victims bill of rights. She questioned if there was a potential for some shared services. Commissioner Woolstenhulme proposed bringing in outside experts to review what we are currently doing at our institutions and identify ways to standardize. Presidents Randall and Cockett expressed support of this proposal. Vice-Chair Osmond asked if this topic warrants a separate taskforce. Board member Church said they are willing to take care of this within the Student Affairs Committee. President Huftalin is noticing on campus that with Title IX changes that are frequent in presidential administrations, often the complaints don’t rise to the level of the federal definition, but they are problematic behaviors. Staffing, salaries, and a system-wide approach would be very helpful. Vice-Chair Barnes addressed that diving deeper into athletics department culture is important. This was an information item only; no action was taken.

**UHealth Presentation**

Dr. Mike Good, Senior Vice President for Health Sciences, Executive Dean of the Spencer Fox Eccles School of Medicine at the University of Utah and CEO, University of Utah Health, provided an overview of the UHealth system with the Board members. Board member Clyde asked what their overall budget is for a year. Dr. Good noted it is around $4.5 billion. Commissioner Woolstenhulme expressed appreciation for Dr. Good and his contributions. Board member Jones stated that the work of our research institutions should be noted in our marketing. This was an information item only; no action was taken.
Board Statewide Online Education Task Force Report

The Statewide Online Education Task Force met for the first time on January 10, 2022. There is more debate that needs to be done within the group. They will come back at the next Board meeting to report. **Board member Mike Angus made a motion for the Commissioner and task force to proceed with the USHE Online Concept Study from the Cicero Group.** Board member Church seconded the motion and the motion passed.

Revisions to R120 and R141

Alison Adams-Perlac reviewed revisions to R120 and R141 policies with the Board. President Tuminez requested a sentence be added to listen closely to presidents that would complement 3.13. On 4.1 Evaluation Report, she suggested adding a phrase noting input from university presidents should be solicited for the evaluation. Vice-Chair Barnes supported President Tuminez’s addition. The presidents will provide the wording to add to the policy. **Board member Church made a motion to adopt the revisions to R120, Board of Higher Education Bylaws, and R141, Functions of the Commissioner of Higher Education, with the recommendation of strengthening the wording relating to the relationship between the Commissioner and the presidents.** Vice-Chair Barnes seconded the motion and the motion passed.

UVU State Funded Building Project Revision

Board member Clyde summarized the UVU State Funded Building Project Revision. **Board member Clyde made a motion to approve the project revisions for the Utah Valley University Engineering Building.** Board member Shawn Newell seconded the motion and the motion passed.

UofU Tuition Increase

Board member Clyde introduced President Taylor Randall. President Randall reviewed the University of Utah tuition increase for the Online and Professional MBA Program. The average national price for these programs is $81k, and the University of Utah’s program is $59k. The proposal is to increase to $62k, a 4% increase to be able to fund the additional services that have hit the market. University of Utah Board of Trustees Chair Christian Gardner was present on the Zoom to endorse the action item. **Board member Arthur Newell made the motion to approve the 4% tuition increase for the Professional Online and MBA Programs at the David Eccles School of Business, to go into effect immediately for the Spring 2022 semester.** Board member Angus seconded the motion and the motion passed.

SUU Non-State Funded Project

Board member Clyde reviewed the SUU Non-State Funded Project. Interim President Benson noted it is a great opportunity to expand the campus footprint and to be able to provide quality housing. Board member Bailey asked if it would be used for scholarship housing. Interim President Benson said it would not be available for students at this time due to the repayment of the bond. **Vice-Chair Barnes made a motion to grant approval to Southern Utah University to seek legislative authorization to issue revenue bonds for the acquisition of "The Cottages at Shakespeare Lane" apartment complex and adjoining home.** Board member Bailey seconded the motion and the motion passed.

Snow College Long-term Lease for Richfield Housing

Board member Clyde summarized the Snow College Long-term Lease for Richfield Housing. President Brad Cook and Vice President Carson Howell were present to endorse the action item. **Board member**
Jones made a motion to approve the long-term lease for housing in Richfield, with terms as presented. Board member Anderson seconded the motion and the motion passed.

**Consent Calendar**

Board member Church made a motion to approve the consent calendar; Board member Datta seconded the motion and the motion passed.

**Silicon Slopes Workforce/Talent Solutions Discussion**

Commissioner Woolstenhulme welcomed colleagues from Talent Ready Utah. Vic Hockett introduced his team from Talent Ready Utah, Rachelle Ackley and Peter Reed. He introduced the industry partners, Derek Adams from Brainstorm, Todd Taylor from Adobe, Bradley Buchanan from Adobe, Erin Casale from Qualtrics, and Will Clive from Pluralsight. The industry partners then reported on their workforce concerns. Chair Simmons asked what value they place on literal education experience for students in the humanities, arts, English, etc. They expressed the reality that there is such a lack of talent that that is not a priority. Board member Hall asked what institutions are producing students that have requisite skills and is there anything of value coming out of online academic providers. They said online providers are producing valuable talent, and locally UVU has produced the best talent due to their business and entrepreneurial centers. Board member Hall then asked what precisely would they have the Board add or improve upon relative to the higher ed strategy. They recommended getting companies more involved with higher ed and provide more practical experience. Board member Jones asked if they had the authority as part of USHE, what is one thing they would do today to address the deficits. They would give equal and exclusive access to those technologies to everyone. Board member Church acknowledged that there is a huge equity issue if it’s digital literacy and experiences they need. Vice-Chair Osmond asked why the IT industry is not interested in talent coming out of technical colleges. The industry partners said it might be a question of awareness and relationships more than anything. This was an information item only; no action was taken.

**Motion to Adjourn**

Vice-Chair Barnes made a motion to adjourn; Vice-Chair Osmond seconded the motion and the motion passed.

The meeting adjourned at 3:30 p.m.
Utah System of Higher Education
Virtual Meeting
Wednesday, February 2, 2022

COMMITTEE OF THE WHOLE
MINUTES

Board Members Present
Harris H. Simmons, Chair
Aaron Osmond, Vice-Chair
Nina R. Barnes, Vice-Chair
Jesselie B. Anderson
Mike Angus
Stacey K. Bettridge
Lisa Michele Church
Wilford Clyde
Sanchaita Datta
Alan Hall
Patricia Jones
Tanner Marcum
Arthur E. Newell
Shawn Newell
Valirie Serawop
Scott Theurer

Board Members Absent
Jera L. Bailey
Crystal Maggelet

Office of the Commissioner
Dave R. Woolstenhulme, Commissioner of Higher Education
Geoffrey Landward, Deputy Commissioner and General Counsel
Brynn Fronk, Executive Assistant to the Utah Board of Higher Education
Spencer Jenkins, Chief Student Affairs Officer
Malissa Jones, Office Manager
Juliette Tennert, Chief Financial Officer

Other Guests
Robin Burr, Chief Facilities Officer, University of Utah
Mark Harlan, Athletics Director, University of Utah
Jason Perry, Vice President for Government Relations, University of Utah
Val Peterson, Vice President for Administration & Strategic Relations, Utah Valley University
Taylor Randall, President, University of Utah
Natalie Tippets, Special Assistant to the Vice President, University of Utah
Frank Young, Associate Vice President for Facilities Planning, Utah Valley University

Committee of the Whole
Chair Simmons called the meeting to order at 7:30 a.m.
Non-State Funded Building Requests

Utah Valley University

Val Peterson presented Utah Valley University’s Champion Building and Lehi Campus North Building requests with the Board members. Vice-Chair Barnes made the motion to approve the proposed UVU projects for legislative action. Board member Datta seconded the motion and the motion passed.

University of Utah

President Taylor Randall introduced the University of Utah’s project. Mark Harlan and Robin Burr reviewed the New Football Indoor Facility project request with Board members. Board member Arthur Newell made a motion to approve the Football Indoor Facility at the University of Utah. Board member Datta seconded the motion and the motion passed.

Legislative Update

Commissioner Woolstenhulme and Spencer Jenkins provided a legislative update to the Board members.

Vice-Chair Barnes made a motion to adjourn. Board member Shawn Newell seconded the motion and the motion passed.

The meeting adjourned at 8:15 a.m.

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Geoffrey Landward, Secretary

Date Approved:
Utah System of Higher Education
New Leadership Academy Virtual Workshop
Wednesday, February 16, 2022

COMMITTEE OF THE WHOLE
MINUTES

Board Members Present
Harris H. Simmons, Chair
Nina R. Barnes, Vice-Chair
Jesselie B. Anderson
Stacey K. Bettridge
Lisa Michele Church
Wilford Clyde
Alan Hall
Crystal Maggelet
Tanner Marcum
Shawn Newell
Valerie Serawop
Scott Theurer

Board Members Absent
Mike Angus
Jera L. Bailey
Sanchaita Datta
Patricia Jones
Aaron Osmond, Vice-Chair
Arthur E. Newell

Office of the Commissioner
Dave R. Woolstenhulme, Commissioner of Higher Education
Geoffrey Landward, Deputy Commissioner and General Counsel
Taylor Adams, Associate Commissioner for Strategic Initiatives
Alison Adams-Perlac, Associate General Counsel
Brynn Fronk, Executive Assistant to the Utah Board of Higher Education
Jared Haines, Senior Advisor for Technical Education
Julie Hartley, Associate Commissioner of Academic Education
Melanie Heath, Assistant Commissioner of Strategic Initiatives and Access
Malissa Jones, Office Manager
Lais Martinez, Assistant Commissioner for Equity, Diversity and Inclusion
Carrie Mayne, Chief Economist
Juliette Tennert, Chief Financial Officer
Kim Ziebarth, Associate Commissioner of Technical Education

Other Guests
Amy Fulton, Director, New Leadership Academy
Ilana Israel, Program Manager, New Leadership Academy
Christopher J. Nellum, Executive Director, The Education Trust-West

Committee of the Whole
Chair Simmons called the meeting to order at 9:00 a.m.
Chair Simmons introduced Amy Fulton, Director of the New Leadership Academy. Amy introduced presenter Christopher J. Nellum, Executive Director of The Education Trust-West. Christopher provided data and equity training to the Board and members of the USHE staff.

The meeting adjourned at 10:30 a.m.

Geoffrey Landward, Secretary

Date Approved:
Transition of Clock-Hour to Credit-Hour Programs

As part of the strategic plan, the Utah Board of Higher Education (Board) approved the transition of technical education programs from clock-hours to credit-hours. In July, the Board passed Policy R474 Clock-Hour to Credit-Hour Transition to guide the process. Within the policy, section 4.2 states that each program’s transition to credit, including the delivery format, must be approved by the Board. This approval is required by:

- the Council on Occupational Education (COE), the agency that accredits the technical colleges;
- the U.S. Department of Education (financial aid eligible programs)

Section 4.3 of the policy states that institutions shall submit applications for approval of the clock-hour to credit-hour conversion by the accrediting body through the Office of the Commissioner following a prescribed schedule.

Technical colleges submitted applications for the first designated group of programs to the Office of the Commissioner. Following approval, the Office of the Commissioner will submit the applications to the COE for approval. This program group is not financial aid eligible and does not require approval from the U.S. Department of Education.

By submitting applications through the Office of the Commissioner, the total cost of transition is reduced from about $200K to $25K (from $500 per program to about $75). Based on the number of programs offered by each institution, technical colleges will reimburse the system office.

Because technical colleges offer certificates only, institutions must retain both clock-hours and credit-hours in the student information system. Once the transition of all programs is complete, credit-hours will be used in publications and articulation agreements. Credit will be an automatically calculated field in the student information system using a formula provided by the U.S. Department of Education. There will be some flexibility on implementation.

Commissioner's Recommendation
The Commissioner recommends approval of the transition of the programs included in the attachment from clock-hours to credit-hours.

Attachment
### Programs transitioning from clock-hours to credit.

<table>
<thead>
<tr>
<th>College</th>
<th>Alias</th>
<th>Program</th>
<th>Clock-hour length</th>
<th>Proposed Credit-Hours</th>
<th>Delivery Method*</th>
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*Delivery Method

T – Traditional

H - Hybrid