



**UTAH SYSTEM OF TECHNICAL COLLEGES**  
**Board of Trustees – Executive Committee Special Meeting**  
**June 20, 2019, 8:00 am – 8:30 am**  
**Via Conference Call**  
**801-341-6000**

Board of Trustees Present:

Jim Evans, (Board Chair) – Mountainland Technical College  
Steve Moore – (Board Vice-Chair) – Ogden-Weber Technical College  
Michael Jensen – Davis Technical College  
Brad Tanner – Non-Union Trades  
Chuck Taylor – Southwest Technical College

Other Board Members Present:

Aaron Osmond – Information Technology

UTech Administration Present:

Jared Haines – Interim Commissioner of Technical Education  
Tyler Brinkerhoff – Assistant Commissioner for Planning, Finance & Facilities  
Kim Ziebarth – Associate Commissioner for Academic & Student Affairs

Others Present:

Clay Christensen – President, Mountainland Technical College  
Russell Galt – Vice-President for Administrative Services, Davis Technical College

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By Conference Call

**MEETING MINUTES**

Call to order and welcome by Chair Jim Evans  
Meeting called to order at 8:00 am

Roll call conducted by Tyler Brinkerhoff, Assistant Commissioner

Jim Evans – yes  
Steve Moore – yes  
Michael Jensen – yes  
Brad Tanner – yes  
Chuck Taylor – yes

**1. Approval of UTech Policy 220 “Campus Safety.”**

Chair Evans stated that the purpose of the meeting is to approve the UTech Policy 220, “Campus Safety.” He noted that this policy provides the guidelines for colleges to put their local campus policy in place.

Tyler Brinkerhoff gave a background on this policy: He stated that colleges are required to have a health and safety plan in place. [Senate Bill 134](#) passed during the last Legislature session requires that the governing board, (Board of Regents and UTech Board of Trustees) establish minimum requirements with regards to sexual assault, domestic violence, dating violence and stalking for their health and safety plans. Although all UTech colleges have a safety plan in place, there are additional requirements for colleges; this includes the posting, updating of procedures, reporting on activities regarding the safety plans, as well as an annual report to legislative committees.

Chair Evans asked if campuses have student organizations. The answer is that there are not many students’ organizations (at UTech campuses); some colleges have organizations such as SkillsUSA. Kim Ziebarth replied that every student is required to receive training in response to Title IX, and this covers that criteria.

Chair Evans also asked if campuses have a safety plan that meets these requirements. Kim Ziebarth replied that all colleges have a plan under COE, but COE does not specify contents of the plan. This policy will require modifications to their existing plans or procedures.

Vice-Chair Moore asked for an explanation regarding what is an off-campus location? Kim Ziebarth replied that UTech has multiple training locations, so it means that students at those locations should also receive the training to be consistent across the board.

Commissioner Haines mentioned that campuses plans need to have a provision for what may occur on and off-campus. Campus plans will provide direction to students should they have issues off-campus as to what to do as victims (at home, a party, etc.)

Vice-Chair Moore asked if this policy would cover students off-campus if they are engaged in an official UTech activity or curriculum. Commissioner Haines replied that this policy requires that the college safety plan addresses the coordination between the college and local law enforcement such as the direction to students to call 911, the use of the SafeUT app, etc., in relationship with students' education on and off-campus, for a fellow student, faculty or staff member.

Commissioner Haines indicated that this policy doesn't create liability for the college of what happens off-campus; it provides direction for the college to have guidelines for the students should something happen. Assistant Commissioner Brinkerhoff indicated that some colleges have security personnel on campus and other colleges contract security services or work closely with local law enforcement.

Chair Evans asked if there were any other comments or questions regarding the approval of policy 220 "Campus Safety," and if not, he requested a motion.

**Motion:** Trustee Chuck Taylor moved that the Executive Committee approve the UTech Policy 220 "Campus Safety" as presented.

**Seconded:** Trustee Brad Tanner

**Vote:** Unanimous

Chair Evans closed the meeting by saying that if there is not another emergency meeting between now and June 30<sup>th</sup>, perhaps this may be his last meeting in his capacity as Board Chair. He thanked all for their service. He said it was an honor, a delight, and a privilege for him to be associated with everyone in this great cause and extended his support as this is important to him and the community.

Meeting adjourned at 8:15 am.