

The Utah College of Applied Technology (UCAT)
Board of Trustees Meeting

DATE: 10 January 2013

TIME: 10:00 AM – 3:00 PM

LOCATION: Utah College of Applied Technology
2801 Ashton Boulevard
Lehi, UT 84043

(Anchor location for electronic access)

MINUTES

(Awaiting formal approval-subject to change)

Board of Trustees Present

Tom Bingham, Chair – TATC Board of Directors
Michael Madsen, Vice Chair – BATC Board of Directors
Ron Larsen – DXATC Board of Directors
Jim Evans – MATC Board of Directors
Don Roberts – SWATC Board of Directors*
Mark Dennis – UBATC Board of Directors
Jim Olsen – Business-Industry Governor's Appointee
Dale Cox – Union Apprenticeship
Brad Tanner – Non-Union Apprenticeship
Teresa Theurer – State Board of Regents Representative
Mike McCandless – USU-Eastern CTE

Excused

Michael Jensen – DATC Board of Directors
Steve Moore – OWATC Board of Directors
Stanley Parrish – Salt Lake Community College SAT
Kendall Willardson – Snow College CTE
David Crandall – State Board of Education Representative
Dave Buhler – Commissioner of Higher Education
Spencer Eccles – Governor's Office of Economic Development

UCAT Administration

Robert Brems – President
Kimberly Street – Executive Assistant to the President
Jared Haines – VP, Instruction and Student Services
Tyler Brinkerhoff – VP, Administrative Services
Jordan Rushton – Director of Public Relations
Doug Richards – Assistant Attorney General

Others Present

Richard Maughan – BATC, Campus President
Mike Bouwhuis – DATC, Campus President
Kelle Stephens – DXATC, Campus President
Collette Mercier – OWATC, Campus President
Clay Christensen – MATC, Campus President
Dana Miller – SWATC, Campus President
Scott Snelson – TATC, Campus President
Dave Woolstenhulme – UBATC, Campus President
Barbara Miner – Notary Public
Howard Stephenson – Utah Senate
Steven Urquhart – Utah Senate*

*Attended via telephone conference call

MINUTES OF MEETING

UTAH COLLEGE OF APPLIED TECHNOLOGY
Board of Trustees
10 January 2013

I. INTRODUCTION ITEMS

I.A Call to Order

Meeting was called to order at 10:12 a.m.

I.B Pledge of Allegiance

Led by Trustee Michael Madsen

I.C Approval of Agenda

Motion to approve the agenda

Motion: Mike Madsen; Second: Mark Dennis; Voting: Unanimous

I.D Approval of 18 October 2012, 25 October 2012, and 12 November 2012 Minutes

Motion to approve the 18 October 2012, 25 October 2012, and 12 November 2012 Minutes

Motion: Ron Larsen; Second: Jim Evans; Voting: Unanimous

Trustee Mark Dennis took a brief moment to introduce the new UBATC campus president Dave Woolstenhulme.

I.E Executive Committee Report

Chair Bingham informed the board the Executive Committee Meeting approved minutes of previous Committee meetings. In the meeting they also reviewed the Board of Trustees meeting agenda.

I.F Oath of Office for Teresa Theurer

Chair Thomas Bingham welcomed the trustees and introduced Teresa Theurer, representing the State Board of Regents, who replaces Kathy Garff as a non-voting member of the UCAT Board of trustees.

Barbara Miner, Notary Public, administered the oath of office for Trustee Theurer.

I.G Discussion with Senators Steven Urquhart and Howard Stephenson

President Brems indicated that, Senators Urquhart and Stephenson are in unique positions to positively impact the budgets of the Utah College of Applied Technology based on their positions as co-chairs of the two education appropriations committees. In addition, Senator Urquhart has been assigned to be a member of the Public Education Appropriations Committee and Senator Stephenson has been assigned to be a member of the Higher Education Appropriations Committee.

Both senators were invited to participate in the discussion with the Board of Trustees prior to the beginning of the 2013 General Legislative Session regarding UCAT's role in providing technical education.

Senator Urquhart – Praised UCAT for how well they are doing. UCAT is a pathway where HS Students can go into skills where they can get certificate. This way they can use it to support themselves for the rest of their

lives. How do we do this? Senator Urquhart would like ATCs to have charter schools embedded – school districts could run the schools, and funding through charter schools could help this.

Senator Stephenson – Concerned about the CTE waiting lists, hopes that this year we can work to help employers and improve the waiting lists. He feels there is a concern with the coordination in the CTE funding.

The senators suggested getting their two committees together to address how to fix funding of CTE for HS students. Chair Bingham indicated UCAT would convene a UCAT panel to assist.

II. ACTION ITEMS

II.H MATC Property Sale, Land Acquisition and Facility Development

Mountainland Applied Technology College and Alpine School District have held discussions regarding the potential of selling MATC's automotive/diesel training facility in American Fork to the school district. MATC began its service to Northern Utah County in 2002 at that location when Alpine acquired and developed the facility and allowed MATC to lease-purchase it on a twenty-year contract. With the development of MATC's new Thanksgiving Point campus, most of the American Fork campus programs have now moved to Lehi. This current opportunity to sell the remaining portion of the American Fork campus to Alpine School District could allow MATC to liquidate the property, acquire property adjacent to the Thanksgiving Point campus and develop a new automotive/diesel facility there.

MATC Campus President Clay Christensen explained the history of the proposal and a process for selling the current property and facility to Alpine School District. He explained the plan for acquiring an additional four acres of property in Lehi for construction of a new automotive/diesel facility. He explained the financial implications to MATC of the proposed sale to Alpine School District, and looked at the proposed property acquisition process and their plans with the new building on the new property. Formal approval of this proposal is contingent on the approval of the MATC Board of Directors at its January 16, 2012 meeting.

After a lease agreement for the facilities has been developed and approved by the MATC Board of Directors, MATC will request a special conference call meeting of the UCAT Board of Trustees for approval.

Motioned to consider the plans presented by President Christensen and the Mountainland Applied Technology College Board of Directors and provide approval to proceed with the processes required for the property sale, new property acquisition and development of the new facility.

Motion: Michael Madsen, Second: Jim Evans; Voting: Unanimous

II.I Policy Revision – 204 (Tuition and Fees – Senior Citizens)

Utah statute UCA 53B-9-101(2) states, "It is intended that an institution of higher education allow Utah residents who have reached 62 years of age to enroll at the institution, in classes for which they may be qualified, on the basis of surplus space in regularly scheduled classes and in accordance with this chapter and implementing rules. These persons are exempt from tuition and other charges, except for a quarterly registration fee established by the board."

To assure compliance with this statutory provision, legal counsel has recommended the UCAT Board of Trustees adopt a policy stipulating how senior citizens will be enrolled at UCAT campuses. The proposed policy was incorporated into Policy 204 (Tuition and Fees) as paragraph 204.7 (Senior Citizen Tuition).

Trustees Ron Larsen and Teresa Theurer suggested the following amendments:

- 7.1 **Senior Citizen Audit Waivers:** Senior citizens shall be permitted to enroll on an audit basis in courses or classes ~~for which they qualify, as determined by the campus,~~ on any UCAT campus, without payment of regular tuition, but subject to the following:

7.1.3 All applicable course fees shall be charged, as determined by the campus.

Motion to amend as suggested: Teresa Theurer, Second: Ron Larsen; Voting: Unanimous

Motion to approve the proposed revisions of policy 204 with amendments as noted in 204.7.1
Motion: Ron Larsen, Second: Michael Madsen; Voting: Unanimous

III. INFORMATION ITEMS

III.J 2012 COE Reports (Completion, Placement, and Licensure)

The Council on Occupational Education (COE), which provides institutional accreditation for the eight UCAT applied technology college campuses, requires each campus to provide an annual report in December of each year indicating compliance with accreditation guidelines and performance on certain indicators during the fiscal year. The COE report places particular emphasis on completion, placement, and licensure rates for post-secondary students in certificate programs.

The campuses have submitted their 2012 COE annual reports. A historical summary of the reported completion, placement and licensure averages since 2008 was handed out for review and discussion by the Board. As shown in the chart, both the completion and placement rates are at their highest in several years.

III.K Governor's Budget

In December, Governor Herbert released his FY 2014 Budget Proposal which calls for \$297.6 million in new funds to be added to Public Education, Higher Education and the Utah College of Applied Technology. The major portion of the new funds would go to Public Education to fund enrollment growth of 13,254 new students. \$29.8 million would be provided to Higher Education and UCAT with UCAT receiving \$10,294,900 in new ongoing funds and \$750,000 in onetime funds.

If funded by the Legislature, the new funds would come to UCAT according to the following schedule.

UCAT Office of the President:

- \$100,000 Utah Data Alliance Continuation (OG)
- \$250,000 UCAT Scholarship Fund (OT)
- \$500,000 UCAT Equipment Fund (OT)

Bridgerland Applied Technology College: \$1,311,800 -New and Expanded Programs (OG)
Davis Applied Technology College: \$1,471,100 -New and Expanded Programs (OG)
Dixie Applied Technology College: \$880,200 -New and Expanded Programs (OG)
Mountainland Applied Technology College: \$1,227,600 -New and Expanded Programs (OG)
Ogden Weber Applied Technology College: \$1,379,000 -New and Expanded Programs (OG)
Southwest Applied Technology College: \$891,200 -New and Expanded Programs (OG)

Tooele Applied Technology College: \$1,563,300 -New and Expanded Programs (OG)
Uintah Basin Applied Technology College: \$1,025,800 -New and Expanded Programs (OG)

III.L 2013 Legislative Session Preparation

The 2013 General Legislative Session begins on Monday, January 28th and continues until midnight March 14th. A review of UCAT's budget priorities and legislative strategy will be conducted in preparation for Board of Trustees, UCAT and campus participation.

UCAT is requesting ongoing budget priorities of \$13,496,960 (excluding any compensation increase that may be provided). It is also requesting \$4,800,000 in one time increases and \$496,960 in supplemental increases.

III.M UCAT 2013 Messaging

Utah statute calls for the UCAT president, in conjunction with the board of trustees, to "develop and implement a plan to inform the citizens about the availability, cost, and advantages of career and technical education."

The UCAT Marketing Committee, consisting of representatives from each campus and the Office of the UCAT President, has engaged the services of Fluid Studios, and has developed and begun implementation of a "Certify Your Future" messaging campaign to inform Utahns about UCAT programs and campuses. The campaign will consist of the UCAT website, radio commercials, billboard and busboard advertisements, internet advertisements, and social media. The coordinated effort is funded by a combination of UCAT President's Office budget earmarked by the Board of Trustees for marketing, campus contributions to a cooperative marketing budget, and individual campus marketing efforts.

\$35,000 – from UCAT President's Office FY2013 Marketing Budget
\$16,000 – from campus statewide cooperative marketing participation (\$2,000 per campus)
Campuses will also carry their own messaging locally using campus funds.

III.N Tuition Rate Background

(Item suggested by Michael Jensen)–Chair Bingham suggested moving item to next Board of Trustees Meeting

III.O Campus Open Entry/Open Exit Programs

(Item suggested by Don Roberts)– Chair Bingham suggested moving item to next Board of Trustees Meeting

III.P Legislative Audit

As discussed in the October 18, 2012 meeting, the Office of the Legislative Auditor General is conducting an audit of UCAT and the programs offered across the eight campus system. That audit is still proceeding. The auditors have visited all the campuses. There will most likely be seven Chapters: (1) Overview of UCAT; (2) Completion, Placement, and Licensure; (3) Concept of Tuition and Fees; (4) Custom Fit; (5) Open Entry/Open Exit; (6) Waiting List/Waiting Time; (7) Weighted Pupil Unit

President Brems stated that he believes the auditors would like to see things more standardized from campus to campus.

III.Q Office of the UCAT President Budget Report

Per UCAT policy 555.3.6, *"A report, detailing revenue and expenditures for all budget categories, shall be presented to the Board of Trustees in all regular meetings of the Board."* The report in the agenda is a snap shot of revenues and expenditures of the Office of the President for the current fiscal year through December 31, 2012.

IV. Closed Session

Moved: That the Board of Trustees Utah College of Applied Technology College go into closed session to discuss pending or reasonably imminent litigation, pursuant to Utah Code Section 52-4-205(1)(c)

Motion: Michael Madsen, Second: Mike McCandless; Voting: Unanimous

Roll call vote in favor: Tom Bingham, Michael Madsen, Ron Larsen, Don Roberts, Mark Dennis, Jim Olsen, Dale Cox, Brad Tanner, Mike McCandless

Opposed: (none)

(Absent for the vote: Jim Evans)

With the unanimous vote of the quorum present, the Board went into closed session.

V. Return to Open Session

Next Board of Trustee Meeting

President Snelson asked the board to consider moving the Board of Trustees Meeting to align with the ribbon-cutting of the new TATC building, which the TATC Board is considering for June 5. Chair Bingham indicated the potential date change will be decided as soon as TATC board has met.

Adjourn

Motion to Adjourn: Mark Dennis, Second: Mike Madsen
Meeting adjourned at 1:24 p.m.