

The Utah College of Applied Technology (UCAT)
Board of Trustees Meeting
DATE: 5 June 2013
TIME: 9:00 AM – 11:00 AM
LOCATION: Tooele Applied Technology College
88 South Tooele Blvd.
Tooele, Utah 84074
MINUTES

Board of Trustees Present

Tom Bingham, Chair – TATC Board of Directors
Michael Madsen, Vice Chair – BATC Board of Directors
Michael Jensen– DATC Board of Directors
Ron Larsen – DXATC Board of Directors
Jim Evans – MATC Board of Directors
Steve Moore – OWATC Board of Directors
Don Roberts – SWATC Board of Directors
Mark Dennis – UBATC Board of Directors
Brad Tanner – Non-Union Apprenticeship
Kendall Willardson – Snow College CTE
Blair Carruth – Assistant Commissioner(Representing Dave Buhler)
Jim Olsen – Business-Industry Governor’s Appointee
Stanley Parrish –Salt Lake Community College SAT
Mike McCandless – USU-Eastern CTE
David Thomas – State Board of Education Representative
Dale Cox – Union Apprenticeship

Excused

Dave Buhler – Commissioner of Higher Education
Spencer Eccles – Governor’s Office of Economic Development
Teresa Theurer – State Board of Regents Representative

UCAT Administration

Robert Brems – President
Ammie Howard – 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
Scott Snelson – TATC, Campus President
Dana Miller – SWATC, Campus President
Dave Woolstenhulme – UBATC, Campus President
Lindsay Whitehurst – Salt Lake Tribune Reporter
Kristie McMullen – Custom Fit Council Co-Chair
Dennis Heaton – SWATC, Vice President

Special Guests

Governor Gary R. Herbert
Representative Gowans
Christine Kearn – Governor’s Office
Todd Bingham – Utah Manufacturing Association

MINUTES OF MEETING

UTAH COLLEGE OF APPLIED TECHNOLOGY
Board of Trustees
5 June 2013

I. INTRODUCTION ITEMS

I.A Call to Order

Meeting was called to order at 9:03 a.m.

I.B Pledge of Allegiance

Led by Trustee Jim Olsen

I.C Approval of Agenda

Motion to approve the agenda

Motion: Jim Evans; Second: Dale Cox; Voting: Unanimous

I.D Approval of 25 April 2013 Minutes

Motion to approve the 25 April 2013 Minutes

Motion: Steve Moore; Second: Michael Madsen; Voting: Unanimous

I.E Executive Committee Report

Chair Bingham informed the board that the executive committee did not have a meeting.

I.F Update on Trustee Appointments and Re-appointments

As indicated in the April 25, 2013 meeting, the terms of the following members of the UCAT College of Applied Technology Board of Trustees expire on June 30, 2013.

The current status of Trustee appointments/reappointments is as follows:

Thomas E. Bingham, notification expected from the Tooele Applied Technology College Board in June, 2013
Michael J. Madsen, notification expected from the Bridgerland Applied Technology College Board in June, 2013

David L. Thomas, notification expected from the Utah State Board of Education in June, 2013

Stan Parrish, notification expected from Salt Lake Community College School of Applied Technology Board of Directors in June, 2013

Steve R. Moore, notification of reappointment received from the Ogden Weber Applied Technology College Board

Michael E. Jensen, notification expected from the Davis Applied Technology College Board in June, 2013

Spencer Eccles, automatic reappointment based on position as director of Governor's Office of Economic Development

Brad Tanner*, notification expected from Governor Herbert's office in June, 2013

Jim V. Olsen*, notification expected from Governor Herbert's office in June, 2013 following nominations by Speaker Lockhart and President Niederhauser

* these positions must also receive Senate approval

II. ACTION ITEMS

II.G Capital Facilities Priorities FY 2014

UCAT continues to face the challenge of obtaining adequate campus facilities to serve their regions. None of our UCAT projects were funded in the 2013 Legislative Session, but we are very hopeful about the 2014 session. The capital facilities priority list approved by the UCAT Board of Trustees last fiscal year is as follows:

- 1) SWATC, Allied Health and Technology Building, Cedar City
- 2) DXATC, Main Campus, St. George,
- 3) MATC, Central Utah County Campus, Orem
- 4) BATC, Health Science and Technology Building, Logan
- 5) DATC, Medical Building Expansion, Kaysville
- 6) UBATC, Main Campus remodel/expansion, Roosevelt

Three additional projects have been brought forward to be added to the list:

- 1) OWATC, New Instructional/Student Services Building, Ogden
- 2) OWATC, BDO Campus – Bay 2 Build Out, Ogden
- 3) DATC, Educational and Instructional Service Building, Kaysville

Three campuses also have land banking requests that have yet to be funded by the Legislature:

- 1) BATC, Logan Campus Expansion
- 2) DATC, Morgan Education/Economic Development Center
- 3) MATC, Spanish Fork Campus Expansion (new request)

FISCAL IMPACT

Capital Facilities: approximately \$121,400,000 (one-time)
Operations and Maintenance: approximately \$3,542,500 (on-going)
Land banking: approximately \$10,400,000 (one-time)

RECOMMENDATIONS

UCAT administration recommends the Board of Trustees approve the capital facilities (1-6) and land banking (1 & 2) priority lists and have campus presentations in September to determine priority ranking for the new requests.

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

II.H Data Dictionary FY 2014

The UCAT Data Dictionary is maintained by the Office of the UCAT President as a guiding document to the campuses in the data collection and reporting processes. Updates are approved annually by the Board of Trustees to provide oversight to the campuses in assuring that data definitions are current and consistently applied. Under the leadership of Stephanie Rikard, UCAT Director of Data and Information Systems, the campus data representatives have recommended Data Dictionary revisions for FY 2014. The changes are attached in summary form for the Board's approval. The entire dictionary has been provided electronically. The recommendations have also been reviewed by and are supported by the instructional officers, student services officers, and the President's Cabinet.

UCAT Administration recommends the Board approve the UCAT Data Dictionary for FY 2014 with the revisions summarized in the "UCAT Data Dictionary FY 2014 – Summary of Recommended Revisions".

Motion: Mark Dennis, Second: Steve Moore; Voting: Unanimous

II. I Coursework Recognition for Military Service and Training

The Utah Legislature passed House Bill 254, "College Credits for Veterans", in this year's session, and it was signed into law by Governor Herbert on March 26th. The bill provides that higher education institutions, including UCAT, "shall award credit [which includes proof of equivalent noncredit course completion awarded by UCAT] for military service and training as recommended by a postsecondary accreditation agency or association designated by the State Board of Regents or the Utah College of Applied Technology Board of Trustees" if certain conditions are met. Board of Trustees action is necessary to formally designate a postsecondary accreditation agency or association which will be utilized by the UCAT campuses in considering the applicability of military service and training toward course completion.

The UCAT instructional and student services officers have explored possible approaches to evaluating military service and training, and have recommended that the Board of Trustees designate the American Council on Education (ACE) for this purpose. ACE is a higher education association that is known for its work on evaluating learning that has occurred outside traditional educational contexts. Military training and experience is a large focus of the evaluation system developed by ACE and is a premier source for institutions to receive third party endorsement for learning that individuals acquire from military service. In considering sample military training and service recommendations from ACE, campus representatives have concluded that ACE provides a solid base from which to evaluate and consider previous competency attainment, which can be validated by faculty as students progress further toward program completion. Further information about ACE can be found at <http://www.acenet.edu/news-room/Pages/Military-Guide-Online.aspx>.

UCAT Administration recommends that the UCAT Board of Trustees designate the American Council on Education as a source for recommending the awarding of course completion by UCAT campuses for military service and training.

Motion: Dale Cox, Second: Don Roberts; Voting: Unanimous

II. J Approval of UCAT Policy 202 – Custom Fit – Revision

The recent legislative audit recommended that the UCAT Board of Trustees work with the Custom Fit Council to establish measurable workforce and economic development objectives for the Custom Fit program. The audit also recommended that the Trustees revise its contribution rate policy based on the advice of the Custom Fit Council.

Custom Fit Co-Chairs Kristie McMullin, (SWATC) and Sterling Petersen, (BATC) have worked with the Custom Fit Council and UCAT Administration to establish new 'best practice' criteria to measure how the Custom Fit program meets workforce and economic development objectives. In addition, a revised contribution rate of 50% is being recommended by the Council and UCAT Administration in UCAT policy.

The proposed changes to UCAT Policy 202, Custom Fit reflect the recommendation to revise the contribution rate, modifying the company contribution rate from 40% to 50%. A second proposed change in the policy allows an institutional president (the campus president at UCAT campuses) to retain or designate the responsibility to consider written exceptions to the contribution rate of individual contracts on a case-by-case basis.

Additionally, the Custom Fit Council will begin collecting new information in the Custom Fit database for FY 2014 and add the following workforce and economic development objectives to their 'best practice' procedures: 1) Company expansion or preparation for growth, 2) Enhancement of a company's productivity, 3) Maintaining a company's competitive edge.

UCAT Administration recommends the UCAT Board of Trustees approve the proposed revisions to UCAT Policy 202 as suggested by the Custom Fit Council and charge the Council to implement the collection of

workforce and economic development objectives to the FY 2014 Custom Fit database as best practices procedures with a review of that information to occur at the end of FY 2014.

Motion: Brad Tanner, Second: Ron Larsen; Voting: Unanimous

II.K Approval of DXATC & SWATC Campus President Evaluations

Tabled due to expiration of time.

III.L Program Approval

Tabled due to expiration of time.

III. M Approval of DXATC & SWATC Campus President Evaluations

Governor Herbert discusses with the Board of Trustees Utah's educational goals and UCAT's role in achieving 66% by 2020.

VI. Adjourn

Motion to Adjourn: Dale Cox, Second: Michael Madsen; Voting: Unanimous
Meeting adjourned at 10:59 a.m.

DRAFT