

The Utah College of Applied Technology (UCAT)  
Executive Committee Meeting

DATE: 9 January 2014

TIME: 7:30 AM – 9:00 AM

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

(Anchor location for telephone conference access)

**MINUTES**

Executive Committee Present

Tom Bingham, Chair – TATC\*  
Michael Madsen, Vice Chair – BATC\*  
Michael Jensen – DATC \*  
Ron Larsen – DXATC\*  
Jim Evans – MATC\*  
Steven Moore – OWATC\*  
Don Roberts – SWATC\*  
Mark Dennis- UBATC\*

Excused

(None – all present)

UCAT Administration

Robert Brems – President  
Tyler Brinkerhoff – VP, Administrative Services  
Jared Haines – VP, Instruction and Student Services  
Jordan Rushton – Executive Assistant

Others Present

Richard Maughan – BATC, Campus President\*  
Mike Bouwhuis – DATC, Campus President\*  
Clay Christensen – MATC, Campus Vice President  
Collette Mercier – OWATC, Campus President\*  
Scott Snelson – TATC, Campus President\*  
Dana Miller – SWATC, Campus President\*  
Dave Woolstenhulme –UBATC, Campus President\*

\*Attended via telephone conference call

## MINUTES OF MEETING

UTAH COLLEGE OF APPLIED TECHNOLOGY  
Board of Trustees Executive Committee  
9 January 2014

### Introduction

#### **Call to Order**

Meeting was called to order at 7:38 a.m.

#### **Approval of Agenda**

Motion: Mike Madsen

Second: Jim Evans

Voting: Unanimous

### I. Action Items

#### **I.A Approval of Executive Committee Minutes from 26 September 2013**

Motion: Mark Dennis

Second: Steve Moore

Voting: Unanimous

#### **IB. OWATC & TATC Campus President Evaluations and possible salary adjustment – President Brems**

President Brems reported on the excellent evaluation of President Mercier. Brems reported to the board that Mercier is doing a fantastic job at OWATC. Trustee Moore added his appreciation of her great work and applauded her leadership. President Brems reported on the excellent evaluation of President Snelson. Brems congratulated him on a job well done. Chair Bingham commented on the outstanding job Snelson is doing.

The board took action on a motion to accept the evaluation of President Mercier and adjust her with a 3.58% increase taking her salary to 140K. The board also added Mercier's vehicle, phone, & 401k match to her salary bring a new total of 159K effective Jan 1, 2014.

Motion: Steve Moore

Second: Don Roberts

Voting Unanimous

The board then took action on a motion to accept the evaluation and make a salary adjustment for President Snelson. Allowing 3.76% increases bring his new salary to 120K effective Jan 1, 2014.

Motion: Tom Bingham

Second: Don Roberts

Voting: Unanimous

### II. Information Items:

#### **II.C Governor's Budget - President Brems**

President Brems made a report to the board regarding Governor Herbert's FY2015 budget proposal.

#### **II.D UCAT FY14 Budget Request – President Brems**

President Brems made a short presentation to the board regarding the UCAT FY2015 budget request; stating that it is an aggressive approach but we are ready to move forward with it.

#### **II.E Completion, Placement, Licensure- VP Haines**

Vice Pres. Haines gave a short presentation on the 2013 student outcomes. President Brems followed up with his congratulations to the campuses for these outstanding numbers. Chair Bingham commented on the outstanding working being done around the system.

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**II.F Second Tier Tuition - VP Haines, VP Brinkerhoff & report from 4 Campus Presidents**

Vice Pres. Haines made a report on second tier tuition. He was followed up by a short response from the DATC, DXATC, MATC, UBATC campus presidents.

**II.G Legislative Audit Response – VP Brinkerhoff**

Vice Pres. Brinkerhoff reviewed a response that had been drafted in regard to the “Performance Audit” that was conducted in 2013.

**II.H Program Approvals - VP Haines**

Vice Pres. Haines gave a short report on new programs approved by President Brems for MATC & DXATC.

**Meeting Adjourned: 8:46 a.m.**

Motion: Mike Madsen

Second: Steve Moore

Voting: Unanimous