

BOARD OF TRUSTEES

SEPTEMBER 17, 2015 BOARD OF TRUSTEES AGENDA

UTAH COLLEGE OF APPLIED TECHNOLOGY

BOARD OF TRUSTEES MEETING AGENDA

September 17, 2015 – 10:00 am to 2:00 pm

UCAT Administrative Office

2801 Ashton Blvd.

Lehi, UT 84043

I. Introduction

A. Call To Order – Chair Bingham

B. Pledge of Allegiance – Chair Bingham

C. Approval of Agenda – Chair Bingham

D. Approval of Meeting Minutes

- 26 May 2015 Board of Trustees Meeting [Agenda Item D.1 \(assets/docs/BOT-Special-Meeting-5.26.15-Minutes.pdf\)](#)
- 11 June 2015 Board of Trustees Meeting [Agenda Item D.2 \(assets/docs/6.11.15-BOT-Meeting-Minutes.pdf\)](#)
- 28 August 2015 Board of Trustees Meeting [Agenda Item D.3 \(assets/docs/Final-BOT-Special-Meeting-8.28.15-Minutes.pdf\)](#)

E. Executive Committee Report – Chair Bingham

F. Oath of Office for Trustee Jerry Taylor – Board Secretary Kristin Smith

II. Action Items

G. UCAT Executive Committee Appointment – Chair Bingham [Agenda Item G \(assets/docs/Executive-Committee-Appointment.pdf\)](#)

H. Policy 201 & 205 Adjustments – VP Haines, Director Barrus [Agenda Item H \(assets/docs/Final-Agenda-Item-H1.pdf\)](#)

I. Approval of FY 2015 Student Data – VP Haines, Director Barrus [Agenda Item I-a \(assets/docs/Final-Agenda-Item-Ia.pdf\)](#) [Agenda Item I-b \(assets/docs/Final-Agenda-Item-Ib.pdf\)](#)

J. Capital Development Scope & Budget – VP Brinkerhoff [Agenda Item J \(assets/docs/Final-Agenda-Item-J2.pdf\)](#)

K. DXATC Building Funding Plan – VP Brinkerhoff [Agenda Item K \(assets/docs/Final-Agenda-Item-K1.pdf\)](#)

L. Approval of FY 2017 Budget Request – VP Brinkerhoff [Agenda Item L \(assets/docs/Final-Agenda-Item-L2.pdf\)](#)

M. 2015 UCAT Annual Report – Director Zweifel [Agenda Item M \(assets/docs/Final-Agenda-Item-M.pdf\)](#)

N. UCAT Strategic Planning and Governor's Education Plan – VP Haines [Agenda Item N \(assets/docs/Final-Agenda-Item-N.pdf\)](#)

O. Legislative Audit: Review of CTE Coordination & Program Duplication – Pres. Brems [Agenda Item O \(assets/docs/Agenda-Item-II.O-Legislative-Audit-Report-2015-091.pdf\)](#)

P. UCAT Audit Committee Appointments – Chair Bingham [Agenda Item P \(assets/docs/Agenda-Item-II.P-UCAT-Audit-Committee-Appointments1.pdf\)](#)

Q. Adjustments to DATC & MATC Campus Presidents' Compensation – Pres. Brems [Agenda Item Q \(assets/docs/Agenda-Item-II.Q-Adjustment-to-DATC-and-MATC-Campus-Presidents-FY-2016-Compensation.pdf\)](#)

R. Compensation Study – Pres. Brems, VP Brinkerhoff [Agenda Item R \(assets/docs/Agenda-Item-II-R-Compensation-Study.pdf\)](#)

S. Search Process for New UCAT President – Chair Bingham [Agenda Item S \(assets/docs/Agenda-Item-II.S-UCAT-President-Selection-Process2.pdf\)](#)

III. Information Items

T. Marketing Update:FY 2016 UCAT Brochure & SOTY Program – Director Zweifel [Agenda Item T](#)
([assets/docs/Final-Agenda-Item-T.pdf](#))

U. Program Approvals – VP Haines [Agenda Item U](#) ([assets/docs/Final-Agenda-Item-U1.pdf](#))

V. Trustee Jensen Request for Additional Information – Pres. Brems [Agenda Item V](#)
([assets/docs/Agenda-Item-III.V-Trustee-Jensen-Request-for-Additional-Information.pdf](#))

W. Office of the UCAT President Budget Report – VP Brinkerhoff [Agenda Item W](#) ([assets/docs/Final-Agenda-Item-W.pdf](#))

V. Closed Session

Board may elect to go into closed session, which will not be open to the public, pursuant to Utah Code Section 52-4-204-206.

VI. Adjourn

Public Notice of Electronic Meeting Access (UCA 52-4-207(3)): This meeting will be provided with electronic meeting access via conference/speaker telephone for Board of Trustee members only by prior arrangement with the board secretary. The Utah College of Applied Technology shall be the anchor location for public attendance.

The Utah College of Applied Technology (UCAT)
Board of Trustees Meeting
DATE: 11 June 2015
TIME: 10:00 AM – 2:00 PM
LOCATION: Utah College of Applied Technology
2801 Ashton Boulevard
Lehi, UT 84043

(Anchor location for electronic access)

MINUTES

Board of Trustees Present

Tom Bingham, Chair – TATC
Michael Madsen, 1st Vice Chair – BATC
Jim Evans, 2nd Vice Chair – MATC
Michael Jensen – DATC
Steve Moore – OWATC*
Don Roberts – SWATC
Mike Angus – UBATC
Brian Florang – Snow College
Brad Tanner – Non-Union Apprenticeship
Jim Olsen – Governor's Appointee Business/Industry

Board of Trustees Absent

Stephen Wade – DXATC
Dale Cox – Union Apprenticeship
Richard Tranter – Salt Lake Community College
Val Hale – Governor's Office of Economic Development
Jessellie Anderson – State Board of Regents
Barbara Corry – State Board of Education

*participated via electronic access

UCAT Administration

Robert Brems – President
Jared Haines – VP, Instruction and Student Services
Tyler Brinkerhoff – VP, Administrative Services
Jordan Rushton – Director of Public Relations
Kristin Smith – Executive Assistant
Doug Richards – Legal Counsel
Zachary Barrus – Director of Institutional Data
Vance Brown – Asst to the Director of Institutional Data

Others Present

Richard Maughan – BATC, Campus President
Mike Bouwhuis – DATC, Campus President
Kelle Stephens – DXATC, Campus President*
Clay Christensen – MATC, Campus President
Collette Mercier – OWATC, Campus President
Brennan Wood – SWATC, Campus President*
Scott Snelson – TATC, Campus President
Aaron Weight – UBATC, Campus President
K. Chad Campbell – BATC, VP of Finance
Elsa Zweifel – OWATC, Director of Marketing
Darrell White
Debra Roberts

MINUTES OF MEETING
UTAH COLLEGE OF APPLIED TECHNOLOGY
Board of Trustees
11 June 2015

I. INTRODUCTION ITEMS

I. Call to Order

Meeting was called to order at 10:48 a.m.

I.B Pledge of Allegiance

I.C Approval of Agenda

The Board was presented with the agenda for the meeting.

Motion to approve the agenda.

Motion: Jim Evans, Second: Brad Tanner

Voting: Unanimous

I.D Approval of UCAT Board of Trustees Meeting Minutes

The Board reviewed the Board of Trustees meeting minutes from 26 March 2015 and 26 May 2015.

Motion to approve the 26 March 2015 and 26 May 2015 minutes.

Motion: Jim Olsen, Second: Mike Jensen, with the addition to the Minutes of 26 March 2015 to include the salary analysis on President Maughan's performance evaluation.

Chair Bingham declared that the motion be separated and that the Board vote on each set of meeting minutes individually.

Motion to approve the 26 March 2015 Meeting Minutes with Trustee Jensen's request for additional information.

Motion: Jim Olsen, Second: Mike Jensen

Voting: Unanimous

Motion to approve the 26 May 2015 Meeting Minutes.

Motion: Jim Olsen, Second: Mike Jensen

Voting: Unanimous

I.E Executive Committee Report

Chair Bingham informed the board that the Executive Committee had met this morning to approve minutes of previous Committee meetings and to make preparations for the full Board meeting.

I.F Recognition of Departing Board Members

President Brems thanked Don Roberts for several years of dedicated service on the UCAT Board of Trustees. Trustee Roberts has been on the Board since UCAT was formed, and has been a positive asset over the years. President Brems also announced that Richard Tranter had recently retired from the Salt Lake Community College Board of Trustees, and will no longer be serving on the board. He thanked him also for his dedicated service to UCAT.

I.G Oath of Office for UCAT Trustee Jim Evans and Mike Angus

Kristin Smith administered the Oath of Office to Mike Angus, renewing his term of office as UBATC Representative expiring June 30, 2019. Trustee Jim Evans' term was also renewed until June 30, 2019.

II. ACTION ITEMS

II.H Enrollment/Completion Reporting Policy: Policy 200 & 205 Revisions

Vice President Haines presented the revisions of Policies 200 & 205 to the Board. The Policy 200 (Program/Course Approval and Reporting) revisions add emphasis to the definition of the new Occupational Skills Certificate for documented employer need and distinctiveness from program certificates (200.4.4). Policy 205 (Student Enrollment and Completion Reporting) revisions include replacing duplication of definitions in Policy 200.4 with references to the definitions (205.7.1 and 205.7.2). It also provides a minimum 60-hour threshold on Occupational Skills Certificates to be reported for Utah's certificate attainment goal (205.7.3). It rewrites the section on Data Submission for clarity (205.11) and eliminates the "Interim Follow-up Submission" which was found to be immaterial and unnecessarily burdensome (205.11.1.2.) It also streamlines the process for campus certification of updated placement data by providing for submission directly to the UCAT President and Board of Trustees for timely final approval (renumbered 205.11.2).

Motion to approve the proposed revisions to Policy 200 and 205.

Motion: Michael Madsen, Second: Don Roberts

Voting: Unanimous, with Trustee Moore absent for the vote.

II.I Data Dictionary FY 2015

Director Barrus presented the Board with the Data Dictionary for FY 2016 with the revisions summarized for their approval (see Agenda Item I for revisions).

Motion to approve the UCAT Data Dictionary with the recommended revisions.

Motion: Jim Evans, Second: Brad Tanner

Voting: Unanimous, with Trustee Moore absent for the vote.

II.J Capital Development Priorities FY 2016/Update on new DXATC Facility

Vice President Brinkerhoff informed the Board of the Capital Development Priorities for FY 2017. It was recommended that the Board approve the first 6 projects, and have the first four projects presented by UCAT and Campus Administration to the Building Board and Legislature for funding consideration. He also invited DXATC Campus President Kelle Stephens to give an updated report on the new DXATC Facility.

Motion to approve the Capital Development Priorities for FY 2016 as listed in the agenda item.

Motion: Michael Madsen, Second: Jim Olsen

Voting: Unanimous, with Trustee Moore absent for the vote.

II.K Performance-Based Funding Model

Vice President Brinkerhoff reported on progress toward development of a performance-based funding model in response to the Legislative Higher Education Appropriations Subcommittee for UCAT's FY 2017 budget request. President Brems organized a committee with representation from each campus and the UCAT office to draft a model. The committee met several times and ultimately presented a draft model to the President's Cabinet for further refinement. The current version of the performance-based funding recognizes certificate production, job placement, occupational upgrade training, secondary student completion, membership hours and other metrics. Each campus will set goals for improvement and compete against itself for a share of the performance-based funding.

Motion to approve the Performance-Based Funding Model conceptually for use in developing the overall funding request which will be submitted for approval in the September meeting.

Motion: Mike Jensen, Second: Brian Florang

Voting: Unanimous, with Trustee Moore absent for the vote.

Chair Bingham moved Agenda Item II.O to this point in the meeting to accommodate individual schedules of two board members.

II.O Approval of Acting UCAT President Jan. 2016 – Jan. 2017

At the May 26, 2015 Board of Trustees meeting, the decision for who would serve as the interim UCAT President during President Brems' leave of absence was withdrawn and tabled until today's meeting. Chair Bingham introduced Darrell White, who served previously as the UCAT Interim President for 18 months and provided some background on his involvement in UCAT. Darrell White introduced himself to the Board and talked for a few minutes about his interest in being the Interim UCAT President and why he believes he would be a good fit for the position.

Trustee Jensen asked if any other people had expressed interest in the position. Chair Bingham confirmed that there were three individuals, but they would remain confidential unless they gave permission for them to be shared. Trustee Jensen asked if any of them had been interviewed, and Chair Bingham stated that they had not. Trustee Jensen stated that he was struggling with the process but that he would support President White.

Motion to approve Darrell White as the Interim UCAT President during President Brems' leave of absence January 18, 2016 – January 17, 2017.

Motion: Michael Madsen, Second: Brad Tanner

Voting: Unanimous, with Trustee Moore absent for the vote.

II.L Campus Presidents/UCAT President Compensation Adjustments

President Brems reported that the Legislature granted a 2% increase to all UCAT employees for the 2016 fiscal year. He proposed that the 2% general increase be added to the salaries of the UCAT Campus Presidents and also the UCAT President, except where salaries have been capped.

Motion to accept President Brems' recommendation with the exception of the salary cap, and to have a consultant perform a salary study to look at pay ranges and raises and to advise UCAT on the payment practices and evaluation and merit increases and have the findings reported back to the Board.

Motion: Mike Jensen, Second: none

Chair Bingham asked for clarification on Trustee Jensen's motion. Trustee Jensen stated that he supports President Brems' recommendation to raise the salaries of the campus presidents, except that it be all presidents, even those who have had their salaries capped.

Chair Bingham ruled the motion as out of order because there is already a cap in place, and the board would have to vote to remove that cap before proceeding.

Motion to adjust the cap of the salaries by 2%.

Motion: Mike Jensen, Second: none

Motion to approve the salary increases of the campus presidents and the UCAT President for the 2016 fiscal year, except where salaries have been capped. UCAT is to also hire a consultant to evaluate and determine if the capped salaries are out of order. The Board can then go back and make an adjustment to the capped salaries if it is determined that the cap is deemed out of order.

Motion: Jim Evans Second: Jim Olsen

Voting: Unanimous

Motion to recess for lunch: Jim Olsen

Back in Session: 1:05pm

Trustees Jensen and Tanner left the meeting.

Trustee Steven Moore was brought in on the phone to restore the Quorum.

II.M Campus President Evaluation Schedule

President Brems presented the Board with the proposed evaluation schedule for the Campus Presidents over the next three years as presented in the agenda.

Motion to approve the new Campus President Evaluation Schedule.

Motion: Jim Olsen, Second: Mike Angus

Voting: Unanimous, with Trustees Tanner & Jensen absent for the vote.

II.N Office of the UCAT President FY 2016 Budget

Vice President Brinkerhoff presented the 2015-2016 budget for the Office of the UCAT President to the Board.

Motion to approve the 2015-2016 Budget for the Office of the UCAT President.

Motion: Jim Evans, Second: Brian Florang

Voting: Unanimous, with Trustees Tanner & Jensen absent for the vote.

III.INFORMATION ITEMS

III.P Program Approvals

Vice President Haines reported to the Board that President Brems had approved five programs listed in the agenda since the last time the board had met.

III.Q Development of Placement Reporting Policy 206

Vice President Haines explained to the Board that there was a need to develop a new policy regarding placement reporting. With the improvements in enrollment and completion reporting, and with placement now being considered as an element for performance-based funding and other reporting, a need has been identified to provide similar standardization in placement reporting. The Office of the UCAT President is undertaking development of a new placement reporting policy similar to what Policy 205 provided for enrollment and completion reporting. The new policy, to be numbered Policy 206, will be developed in consultation with the campus presidents and their administrative staffs, and will be targeted for approval by the Board of Trustees in its September 2015 meeting to be effective for the full FY 2016.

III.R Developing Joint Education Meeting September 2015

President Brems announced that a recent meeting was held between the Legislature and Education leaders to discuss a possible Joint Education Meeting in September. Current dates being considered are September 2-4 (W, Th, F) or September 24-25 (Th, F) in Cedar City. UCAT's Board of Trustees meeting is scheduled for September 17th in Lehi. As the Joint Education Meeting information becomes more finalized, it is possible that the Trustees might consider holding the currently scheduled September 17th meeting at SWATC on a date that coordinates with the Joint Education Meeting.

III.S Utah Statewide Education Plan Development Strategy

President Brems announced to the Board that Governor Herbert's Education Excellence Commission is developing a new statewide education strategic planning effort. The new plan will update the previous Vision Utah Plan which established the 66% by 2020 goal. While the emphasis on reaching 66% by 2020 will be continued, the new plan will focus on eight strategic plan framework "anchors" (see Agenda Item S for more information). UCAT and the eight campuses through their respective boards have been asked to develop complementary strategic plans that will utilize the eight anchors to increase student achievement, access and completion. Educator, administrator and staff effectiveness will also be addressed along with assessment of funding and resource needs to maximize identified outcomes. UCAT will have the opportunity to articulate how we respond to state and local economic needs, supply necessary workers and meet changing requirements for a skilled workforce. UCAT will also be asked to establish or enhance partnerships with other education agencies, non-profit organizations, communities, business and industry, and families with a report of outcomes to all stakeholders. A preliminary discussion has been held in the UCAT President's Cabinet and work is beginning at the campus and system levels.

III.T UCAT FY 2016 System-wide Marketing Events

President Brems introduced Elsa Zweifel as the new UCAT Marketing Director who will be replacing Jordan Rushton starting in July. Director Zweifel gave a short presentation of the goals the Marketing team will be focusing on in the next year.

III.U Dr. James Allen Scholarship Donation

Chair Bingham announced to the Board that former UCAT Trustee Dixie Allen's husband recently passed away. The Allen family requested that in lieu of flowers, donations be directed to the James Franklin Allen Scholarship Fund through America First Credit Union. UCAT administration, on behalf of the campuses, administration and Board of Trustees, made a \$100 donation to the scholarship fund.

III.V Office of the UCAT President Budget Report for FY 2015

Vice President Brinkerhoff presented the board with a report detailing appropriated revenues and expenditures by category for the Office of the UCAT President for the current fiscal year through May 31, 2015, as well as check and credit card registers for Mar-May 2015.

VI. ADJOURN

Motion to Adjourn: Jim Olsen

Voting: Unanimous

Meeting adjourned at 1:35pm.

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II.O

TOPIC: Legislative Audit Report 2015-09
A Review of CTE Coordination and Program Duplication between
Public Education and UCAT

BACKGROUND

A report released by the Office of the Legislative Auditor General provided an overview of the current state of coordination between UCAT campuses and CTE programs offered by school districts within the campus' service region. ([Click here to view the Legislative Audit Report 2015-09: A Review of CTE Coordination and Program Duplication between Public Education and UCAT](#))

A copy of the report is attached along with an article from the Deseret News published on September 9, 2015. The report recommends that UCAT Board of Trustees along with the Utah State Board of Education encourage the local school boards of education and the ATC campus boards of directors to identify and review potential duplication and determine how to more effectively utilize available resources, particularly those available through ATCs.

Following dialogue between with the State Board of Education representatives, additional dialogue should occur with campus boards of directors and local boards of education where potential duplication was mentioned in the report. That additional dialogue would have as a goal to also review potential duplication and determine how to more effectively utilize available resources.

RECOMMENDATIONS

It is recommended that the UCAT Board of Trustees appoint the following Committee to meet with representatives from the Utah State Board of Education to begin a dialogue towards addressing duplication concerns that are indicated in the Legislative Auditor General's report.

Tom Bingham, UCAT Board of Trustees Chair
Michael Jensen, UCAT Trustee, DATC Board of Directors Chair
Barbara Corry, UCAT Trustee, State Board of Education
Larry Smith, DATC Board of Directors, Davis School District Board of Education
Joyce Hogan, TATC Board of Directors Chair
Kathy Taylor, TATC Board of Directors, Tooele County School District Board of Education
Rob Brems, UCAT President
Michael Bouwhuis, DATC Campus President
Scott Snelson, TATC Campus President



UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II.P

TOPIC: UCAT Audit Committee Appointments

BACKGROUND

UCAT Policy 101.10.3 provides for the establishment of a UCAT Audit Committee to be the only standing committee of the UCAT Board of Trustees:

10.3 Standing Committees: The only standing committee shall be the Audit Committee, which shall consist of not more than five members appointed by the chair and confirmed by majority vote of the seated, voting members of the Board of Trustees.

With the departure of UCAT Trustee Don Roberts, who served as chair of the audit committee and Trustee Mark Dennis, who served as a member of the audit committee, it is time to appoint a new committee. 2nd Vice Chair Jim Evans served as the third member.

Chair Bingham has appointed a new UCAT Audit Committee as follows:

Dale Cox, Chair
Michael Angus, Member
Brad Tanner, Member

The UCAT Audit Committee assists in annual UCAT Coordinated Audit conducted by the Office of the Utah State Auditor, legislative audits conducted by the Office of the Legislative Auditor General, campus and system enrollment audits conducted by UCAT Administration, internal audits conducted by contracted auditing firms and other audits and reports relating to the UCAT system.

RECOMMENDATIONS

It is recommended that the UCAT Board of Trustees approve the appointments of Dale Cox as chair of the UCAT Audit Committee and Michael Angus and Brad Tanner as members of the Committee.



UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II.Q

TOPIC: Adjustments to DATC and MATC Campus Presidents' Compensation

BACKGROUND

Utah Code 53B-2a-102 (2)(i), requires the UCAT President to set annual compensation for campus presidents, with the approval of the UCAT Board of Trustees. In the June 11, 2015 meeting the Board of Trustees approved a 2% adjustment to the salaries of the eight UCAT presidents and the UCAT president, except where salaries have been capped.

DATC conducts an annual awards meeting where employees who have met certain longevity benchmarks are provided a cash award. DATC Campus President Michael Bouwhuis completed 20 years and became eligible for a \$550 one-time award under DATC policies. Because this is a form of compensation it requires approval of the UCAT President and also the UCAT Board of Trustees.

MATC shifted insurance carriers on July 1, 2015 and provided a salary increase of \$2,420 to all benefits-eligible employees to off-set a decrease in the former campus-provided HSA contribution. This information was not considered in the June 11, 2015 meeting when adjustments were approved and adding this amount to President Christensen's salary also required the approval of the UCAT President and UCAT Board of Trustees.

RECOMMENDATION

It is recommended that the Board of Trustees approve President Brems' recommendation that a one-time 20-Year Longevity Stipend of \$550 be paid to Campus President Michael Bouwhuis, consistent with all other DATC benefits-eligible employees who have attained 20 years service.

It is recommended that the Board of Trustees approve President Brems' recommendation that a \$2,420 increase be added to the salary of MATC Campus President Clay Christensen to off-set the change due to the new MATC HSA policy adjustment, consistent with all other MATC benefits-eligible employees.



UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II.S

TOPIC: UCAT President Selection Process

BACKGROUND

On August 28, 2015 in a special UCAT Board of Trustees meeting with Utah Governor Gary Herbert, UCAT President Rob Brems announced his upcoming retirement on December 31, 2015. That announcement changes the directions discussed and approved in the May 26, 2015 and June 11, 2015 meetings of the Board of Trustees.

Two proposed actions under this item are being recommended to rescind the leave of absence and to withdraw the appointment of an acting UCAT president. A third proposed action is to appoint a UCAT Presidential Search Committee. A fourth proposed action is to approve a seven-step process and timeline for the identification and appointment of a new UCAT president.

Under the direction of Board leadership a search process for a new UCAT President has been developed for discussion and approval of the Board of Trustees. The process has also been vetted with Governor Herbert.

It contains seven steps:

Step One: Posting of a UCAT President job announcement was carried out by UCAT Administration under the direction of UCAT Board of Trustees leadership on the UCAT website on September 15, 2015. Posting on statewide, nationwide and limited international sites will begin on September 21, 2015. State and national/international sites that have produced the most applications for campus president positions over the past three years include KSL.com, higheredjobs.com. The Council on Occupational Education has been requested to send an attachment of the announcement through an email process to the 400+ technical education institutions that they accredit. The position will be advertised until October 16, 2015 with applications being due to the UCAT office by the close of that work day.

Step Two: On Monday, October 19, 2015 the UCAT Presidential Search Committee will receive confidential PDF files containing each application received that met the basic requirements of the process. They will be provided criteria for scoring the applications and asked to confidentially submit those scores to the UCAT office by Wednesday, October 21. On Thursday, October 22, the UCAT Presidential Search Committee will meet to review cumulative scores and identify a group of approximately ten candidates to be interviewed.

Step Three: On Monday, October 26, 2015 the UCAT Board of Trustees will receive confidential PDF files containing the applications of the approximate ten candidates to be interviewed. On Thursday, October 29, 2015 the Board of Trustees will meet in closed session to confidentially interview the candidates. The Board will select approximately 3 finalists to move forward in the process. Within a short period of time, Governor Herbert will be consulted and the names of the finalists will be made public, according to state law.

Step Four: On Thursday, November 5, 2015 the UCAT Board of Trustees will re-interview finalists to identify a new, potential UCAT president. The potential selection will be communicated to Governor Herbert seeking his approval. Communication will also be made with Senate President Niederhauser for his input.



Step Five: A public announcement of the new UCAT president will be made by the UCAT Board of Trustees in an official meeting of the Trustees and in conjunction with Governor Herbert. Announcement would indicate the appointment is pending consent of the Utah State Senate.

Step Six: Seek Senate consent for the new UCAT president at November interim meeting on November 18, 2015.

Step Seven: New UCAT president begins service on December 1, 2015 and works with President Brems during December, 2015. President Brems' last official day will be December 31, 2015.

RECOMMENDATIONS

It is recommended that the UCAT Board of Trustees rescind the leave of absence approved for UCAT President Rob Brems on May 26, 2015.

It is recommended that the UCAT Board of Trustees withdraw the appointment of former UCAT President Darrell White to serve as Acting UCAT President which was approved on June 11, 2015.

It is recommended that the UCAT Board of Trustees approve the following six individuals as a UCAT Presidential Search Committee:

Tom Bingham, Chair
Mike Madsen, 1st Vice Chair
Jim Evans, 2nd Vice Chair
Jim Olsen, Governor Herbert's Appointed Trustee
Steve Moore, Trustee, UCAT Representative on State Board of Regents
Rob Brems, UCAT President

It is recommended that the UCAT Board of Trustees approve the seven-step process and proposed dates described herein for selection of a new UCAT president.



UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: III.V

TOPIC: Trustee Jensen Request for Additional Information

BACKGROUND

In the June 11, 2015 meeting, Trustee Michael Jensen requested that the minutes of the March 26, 2015 meeting be modified, or additional information be provided, relative to the salary adjustment approved for former BATC Campus President Richard Maughan.

The current (draft) minutes for this portion of the March 26, 2015 meeting are as follows:

President Brems explained that the UCAT Board of Trustees authorized an evaluation of BATC Campus President Richard Maughan during the 2014-15 school year. That evaluation was conducted in consultation with the BATC Board of Directors. Overall, President Maughan's evaluation was extremely positive.

President Brems also indicated that five years ago when the system had substantial budget cuts, President Maughan had taken a decrease in salary. Once the economy improved, he would not accept a raise until all [BATC] employees had their pay restored to what it was before the budget cuts. That goal has now been accomplished.

It is recommended that President Maughan have his salary increased and capped at \$181,120.00, and that it be retroactive to July 1, 2014.

From the tape recording of the June 11, 2015, Trustee Jensen stated the following as he provided a second to the motion to approve the March 26, 2015 minutes:

"A second, with a correction, or in addition to the March 26, 2015 minutes to outline the completion of the salary analysis for the performance evaluation for Richard Maughan even though not discussed with me but properly documented."



To provide the requested additional information to address Trustee Jensen's second, the following is provided which will become part of the September 17, 2015 meeting minutes:

During the period of FY 2002 through FY 2010, the process for setting campus president compensation was primarily accomplished through the individual campus boards of directors. In addition to salary, four campus boards of directors provided vehicle allowances to their campus presidents. Six boards provided mobile phone allowances and one board provided an annual annuity payment. Beginning with FY 2011, a change in state law required the compensation for UCAT campus presidents to be set by the UCAT president, with the approval of the UCAT Board of Trustees.

In the spring of 2010, President Brems and UCAT Board of Trustees leadership collected campus president compensation information from campuses prior to setting FY 2011 campus president compensation. At that time, and in consultation with the UCAT Audit Committee, a decision was made to not reduce any compensation provided up to that point through salary, allowances and annuities, but to set a goal to eliminate allowances and annuities as soon as practical. That process was completed on June 11, 2014 when the Board voted unanimously to add the value of all remaining allowances and annuities to the salaries of affected campus presidents.

In the case of the increase provided to former Campus President Maughan on March 26, 2015 the adjustment was made with the intent of addressing the reduction of salary that he voluntarily incurred during the period of FY 2009 through FY 2015. The motion passed unanimously as indicated in the minutes.

A salary analysis (excluding his vehicle allowance) between 2009 and 2015 shows that he earned \$24,266 less during that period than if he had not taken a voluntary salary cut. The difference in salary between FY 2014 and FY 2015 was \$24,376. He was paid \$110 more in salary than if he had not been subject to the voluntary salary cut between FY 2009 and FY 2014.

The table below indicates the actual salary paid to former President Maughan each year starting with FY 2009 through FY 2015 and what his salary would have been during those years if he had not taken a voluntary salary cut in FY 2009 to mitigate budget reductions (the table does not show his \$12,000 per year annual vehicle allowance.)

Year	Actual	w/o	
		Reduction	Difference
2009	144,086	146,280	2,194
2010	141,892	146,280	4,388
2011	141,892	146,280	4,388
2012	141,892	146,280	4,388
2013	143,311	147,743	4,432
2014	144,744	149,220	4,476
2015	169,120	169,120	0
Total	1,026,937	1,051,203	24,266

Actual FY 2015 - FY 2014 = 24,376

RECOMMENDATIONS

Information Only



UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II. R

TOPIC: Compensation Study

BACKGROUND

The UCAT Board of Trustees directed UCAT Administration to engage a consultant to evaluate and determine the currency of executive salaries so any adjustments could be considered.

In accordance with that direction, UCAT administration consulted with the Utah Department of Human Resource Management (DHRM) and then investigated a number of options including general and customized surveys and compensation studies. Administration engaged the services of Payscale Inc. to perform market analyses and benchmarking with a goal of arriving at market-driven salary ranges and detailed compensation reports for the positions of UCAT president and the eight campus presidents. The process may also be applicable for use by campus administrators and campus boards of directors in obtaining market analyses for other employees under their authority.

Payscale Inc. utilizes a proprietary database containing data from over forty million salary profiles, 200,000 unique employers and over 14,000 job titles representative of the distribution of employers and jobs in the U.S. workforce. Payscale's expertise and resources provide results comparable to custom surveys with considerably less cost and latency. With the assistance of the compensation professionals at Payscale UCAT Administration is developing reports for the Board of Trustees to consider. It is anticipated that draft salary reports may be available for review at the September 17, 2015 meeting.

RECOMMENDATIONS

UCAT Administration recommends that the Board of Trustees review salary reports provided through UCAT Administration's consultation with Payscale Inc. The Board may wish to take action on salary adjustments or defer action until further analyses have been made.

Attachments:

Compensation Report(s)



The Utah College of Applied Technology (UCAT)
Board of Trustees Meeting
Special Meeting
DATE: 26 May 2015
TIME: 9:00 AM – 10:00 AM
UCAT Office of the President
2801 Ashton Blvd.
Lehi, UT 84043

(Anchor location for electronic access)

MINUTES

Board of Trustees Present

Tom Bingham, Chair – TATC
Jim Evans, 2nd Vice Chair – MATC*
Michael Jensen – DATC
Stephen Wade – DXATC*
Steve Moore – OWATC
Mike Angus – UBATC
Brad Tanner – Non-Union Apprenticeship
Dale Cox – Union Apprenticeship
Jim Olsen – Governor’s Business/Industry Appointee
Val Hale – Governor’s Office of Economic Development
Jessellie Anderson – State Board of Regents
Barbara Corry – State Board of Education

Excused

Michael Madsen, 1st Vice Chair – BATC
Don Roberts – SWATC
Richard Tranter – Salt Lake Community College
Brian Florang – Snow College
*Attended via Conference Call

UCAT Administration

Robert Brems – President
Tyler Brinkerhoff – Vice President, Finance
Jared Haines – Vice President, Student Services
Kristin Smith – UCAT Executive Assistant

Others Present

Richard Maughan – BATC Campus President
Clay Christensen – MATC Campus President
Scott Snelson – TATC Campus President
Aaron Weight – UBATC Campus President
Chad Campbell – BATC VP of Finance
Lisa Campbell – Wife of Chad Campbell

MINUTES OF MEETING

UTAH COLLEGE OF APPLIED TECHNOLOGY
Board of Trustees
26 May 2015

I. INTRODUCTION ITEMS

I.A Call to Order

Meeting was called to order at 9:06 a.m.

I.B Approval of Agenda

The Board was presented with the agenda for the meeting.

Motion to approve the agenda.

Motion: Mike Jensen; Second: Stephen W. Wade

Voting: Unanimous

I.C Assignment of UCAT representative to Utah State Board of Regents

Chair Bingham informed the Board that he has appointed Trustee Steven Moore to serve as the UCAT representative on the Utah State Board of Regents.

I.D Update on Selection Process for Bridgerland Applied Technology College Campus President

President Brems gave a short overview of the process that he went through to select a new president in consultation with UCAT Administration and the BATC Board of Directors, and requested a closed session to discuss his recommendation of the new BATC campus president.

Motion to go into Closed Session, pursuant to Utah Code Section 52-4-205(1)(a).

Motion: Val Hale; Second: Steve Moore

A roll call vote was conducted:

Tom Bingham – yes

Jim Evans – absent for vote

Michael Jensen – yes

Stephen Wade – yes

Steven Moore – yes

Mike Angus – yes

Jim Olsen – yes

Dale Cox – yes

Brad Tanner – yes

Val Hale – yes

It was confirmed that two-thirds of the voting members present voted in favor of the motion.

Closed Session

The Board went into closed session at 9:16 a.m.

Open Session

The Board re-entered open session at 10:23 a.m.

II. ACTION ITEMS

II.E Consideration and approval of President Brems' recommendation for appointment of a new BATC Campus President

President Brems recommended that K. Chad Campbell be appointed as the new Campus President of the Bridgerland Applied Technology College with a starting salary of \$125,000.00 effective July 1, 2015.

Motion to approve K. Chad Campbell as the Campus President of the Bridgerland Applied Technology College with a salary of \$125,000.00 effective July 1, 2015.

Motion: Dale Cox; Second: Mike Angus

Voting; Unanimous

II.F Consideration and possible approval of an unpaid leave of absence for UCAT President Rob Brems and consideration and possible approval of an acting UCAT president during that period

Motion to approve an unpaid leave of absence for UCAT President Rob Brems during the period of January 18, 2016 to January 17, 2017 pending approval from Governor Herbert and any additional legislative approvals, and to appoint Darrell K. White as Acting UCAT President for the period of January 2016 – January 2017.

Motion: Jim Olsen, Second: Dale Cox

Discussion to the motion: Trustee Michael Jensen requested the motion be divided. Chair Bingham ruled to divide the motion.

Motion to approve an unpaid leave of absence for UCAT President Rob Brems during the period of January 18, 2016 to January 17, 2017 pending approval from Governor Herbert and any additional legislative approvals.

Motion: Chair Bingham, Second: Jim Olsen

Voting : Passed, with Trustees Wade, Angus, and Jensen voting in opposition, and Trustee Evans absent for the vote.

Board members discussed questions related to processes and preferences for selecting an acting president. President Brems indicated that he would ask campus presidents and UCAT vice presidents if any were interested in serving as the acting president, and provide the responses to Chair Bingham before the meeting. It was determined that the Board invite Darrell K. White to meet the them at the June 11, 2015 UCAT Board of Trustees meeting, and that the Board would delay selecting an acting UCAT president until after that meeting.

Adjourn

Motion: Brad Tanner, Second: Stephen W. Wade

Meeting adjourned at 10:44 a.m.

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II. G

TOPIC: Executive Committee Appointment

BACKGROUND

In accordance with the Bylaws (UCAT Policy 101.10.1.3), UCAT Board Chair Tom Bingham has appointed Trustee Jerry Taylor as a member of the Executive Committee to fill the vacancy created by the departure of Trustee Don Roberts. The Bylaws call for confirmation of the appointment by a majority vote of the voting members present.

RECOMMENDATIONS

UCAT Board of Trustees leadership recommends that the UCAT Board of Trustees confirm the chair's appointment of Trustee Jerry Taylor to the Executive Committee.

Attachments: None



UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II. H

TOPIC: Enrollment/Completion Reporting Policy Revisions: Policy 201 (Membership Hour Reporting) and Policy 205 (Student Enrollment and Completion Reporting)

BACKGROUND

The Board of Trustees approved Policy 205 (Student Enrollment and Completion Reporting) in 2014 and associated revisions to Policy 201 (Membership Hour Reporting) in 2013. The new and adjusted policies were needed to provide consistent definition and direction to the campuses for reporting enrollment figures to the legislature, other stake-holders, and further interested parties.

After a full year of reporting under Policy 205 and review of its provisions and results by campuses and the Office of the UCAT President, the revisions detailed on the attached policy drafts are recommended. (Due to the lengths of the two policies, only the affected sections are attached; the full policies may be viewed at <http://www.ucat.edu/ucat/policies-procedures/>):

Policy 201 (Membership Hour Reporting): Clarifies the definition of Defined-Length Schedule. The policy would be clear that predetermined completion dates referenced in 201.4.2.2(a) pertain to fixed course schedules rather than students' projected program or course completion dates.

Policy 205 (Student Enrollment and Completion Reporting): Clarifies the definition of Still Enrolled (205.6.3) and provides further clarify in the calculation of campus completion rates (205.8). Whereas prior policy drafts were ambiguous as to how to classify students who earn Program Certificates but remain enrolled thereafter, the proposed draft instructs that students who complete a Program Certificate shall be counted as Completers, regardless of continued enrollment or non-completion in other educational programs.

FISCAL IMPACT

None.

RECOMMENDATIONS

UCAT Administration recommends that the Board of Trustees approve the proposed revisions, as shown in the attachments, to Policy 201 (Membership Hour Reporting) and Policy 205 (Student Enrollment and Completion Reporting).

Attachments: Policy 201 revisions (Membership Hour Reporting)
Policy 205 revisions (Student Enrollment and Completion Reporting)





Subject:	Membership Hour Reporting
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201.1 Purpose

The Utah College of Applied Technology Membership Hour Reporting Policy specifies criteria, definitions, and explanations as to how membership hours will be measured, classified, reported, and audited for each UCAT campus. Membership hours are a performance indicator measuring campus instructional resource commitment.

201.2 Approval

UCAT Board of Trustees Approval: June 15, 2005; Revisions June 11, 2008; September 3, 2008; Replaced June 18, 2009; Revisions January 12, 2011; April 25, 2013; September 17, 2015 (pending).

201.3 References

UCA 53B-2a-102(2)(f) President – Appointment – Duties
UCAT Policy 200 (Program/Course Approval and Reporting)
UCAT Policy 204 (Tuition and Fees)

201.4 Definitions

4.1 Membership Hour: A measure of instructional resources committed by a UCAT campus to an enrolled student. One membership hour equates to sixty minutes of scheduled instruction.

4.2 Scheduling Method:

4.2.1 Open-Exit Schedule: A schedule in which students are provided verified periods of time to receive instruction without a fixed course or program completion time.

4.2.2 Defined-Length Schedule: A schedule, identified in advance by the campus for a specific course offering, with a course length approved as provided in UCAT Policy 200.6.9 (Program/Course Approval and Reporting) which is offered in one of the following two formats:

(a) Students complete competencies ~~on a schedule toward~~ in a course with a predetermined completion date ~~with~~ and a fixed number of hours (as with a lock-step course), or

(b) The campus provides the student with access to any portion of the course's instructional resources at times during which access is not verified (as with an online or blended course).

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Subject:	Student Enrollment and Completion Reporting
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205.1 Purpose

To specify criteria, definitions, processes, data collection, and reporting for student enrollment and completion at UCAT campuses and for the UCAT system.

205.2 Approval

UCAT Board of Trustees: April 10, 2014. Revised: June 12, 2014; June 11, 2015; September 17, 2015
Effective Date: July 1, ~~2014~~ 2015.

205.5 Classification and Conditions of Student Enrollment

5.1 Secondary Student: A student who is currently enrolled in grades 7-12 in a Utah public or private school, or who is eligible to enroll in such a school as documented under the following criteria in accordance with R277-419-5...

- (c) A student who does not meet the age requirement specified in 205.5.1(b) shall be considered a secondary student if: (a) the student is documented as a retained senior (as specified in ~~R277-419-1Q~~ R277-419-1BB) or as having been enrolled in less than grade 12 during the previous year, and is no more than 19 years old on or before September 1 of the fiscal year; or (b) the student meets the definition of a student with a disability under UCA 53A-15-301.

205.6 Student Completion

A UCAT campus shall document, classify, and report every student who was enrolled during a given reporting period with one of the following completion types for each program or course in which they were enrolled.

6.1 Completer: A student who has met the objective for their enrollment classification as specified in this section shall be classified as a Completer.

6.2 Non-Completer: A student who has exited from their program or course without qualifying as a completer (205.6.1) for their enrollment classification.

6.3 Still Enrolled: A student who has not yet exited from ~~their program~~ the program or course in which they are enrolled at the end of the reporting period, ~~but is still enrolled~~. A campus shall reclassify a Certificate-Seeking Non-Completer as Still Enrolled if they re-enroll in and continue their program by the December COE annual report deadline. Students who are still enrolled are excluded from calculations of current completion rates, and are included in completion rates only after they exit from ~~enrollment~~ a program or course.



Subject:	Student Enrollment and Completion Reporting
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205.8 Completion Rates**8.1 UCAT Secondary Student Completion Rate:**

$$\frac{C}{C + N} \%$$

Where:

C (Completers) = # Distinct Secondary Student Completers (205.6.1.1).

N (Non-Completers) = # Distinct Secondary Student Non-Completers (205.6.2).

"Distinct" means each Secondary Student who completes is counted only once. A student who completes two or more enrollment periods (205.5.1) during the reporting period is considered one completer. A student who is a completer of one enrollment period and a non-completer or still-enrolled for another period is considered one completer, and is not included as a non-completer or as still-enrolled.

Students who are Still-Enrolled in a course at the end of the reporting period (205.6.3), and who have not completed another Secondary Student enrollment period during the reporting period, are excluded from the Completion Rate.

8.2 UCAT Certificate-Seeking Completion Rate:

$$\frac{C}{C + N} \%$$

Where:

C (Completers) = # Distinct Certificate-Seeking Completers (205.6.1.2, including both Graduate Completers and Non-Graduate/Early-Hire Completers).

N (Non-Completers) = # Distinct Certificate-Seeking Non-Completers (205.6.2).

"Distinct" means each Certificate-Seeking Student who completes is counted only once.

A student who completes more than one certificate or program is considered one completer. A student who is a completer of one certificate/program and a non-completer or still-enrolled for another program is considered one completer, and is not included as a non-completer or as still-enrolled.

Students who are Still-Enrolled in a program at the end of the reporting period (205.6.3), who have not completed a Program Certificate during the reporting period are excluded from the Completion Rate.

8.3 UCAT Occupational Upgrade Completion Rate:

$$\frac{C - CS}{C + N - CS} \%$$

Where:

C (Completers) = # Distinct Occupational Upgrade Completers (205.6.1.3).

N (Non-Completers) = # Distinct Occupational Upgrade Non-Completers (205.6.2).

CS (Certificate-Seekers) = # of Occupational Upgrade Students who were also enrolled as Certificate-Seeking Students during the reporting period, including Certificate-



Subject:	Student Enrollment and Completion Reporting
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Seeking Completers, Non-Completers, and Still-Enrolled. They are excluded from the Occupational Upgrade count to keep a distinct post-secondary count.

“Distinct” means each Occupational Upgrade Student who completes is counted only once. A student who completes more than one course is considered one completer. A student who is a completer of one course and a non-completer or still-enrolled for another course is considered one completer, and is not included as a non-completer or as still enrolled.

Students who were not also enrolled as Certificate-Seeking Students during the reporting period and are Still-Enrolled in a course as an Occupational Upgrade student at the end of the reporting period (205.6.3), and who have not already been identified as an Occupational Upgrade Completer during the reporting period, are excluded from the Completion Rate.

8.4 UCAT Other Post-Secondary Completion Rate:

$$\frac{C - CO}{C + N - CO} \%$$

Where:

C (Completers) = # Distinct Other Post-Secondary Completers (205.6.1.4).

N (Non-Completers) = # Distinct Other Post-Secondary Non-Completers (205.6.2).

CO (Certificate & Occupational Upgrade) = # of Other Post-Secondary Students who were also enrolled as Certificate-Seeking or Occupational Upgrade Students during the reporting period, including Completers, Non-Completers, and Still-Enrolled. They are excluded from the Other Post-Secondary count to keep a distinct post-secondary count.

“Distinct” means each Other Post-Secondary Student who completes is counted only once. A student who completes more than one course is considered one completer. A student who is a completer of one course and a non-completer or still-enrolled for another course is considered one completer, and is not included as a non-completer or as still-enrolled.

Students who were not also enrolled as Certificate-Seeking or Occupational Upgrade Students during the reporting period and are Still-Enrolled in a course at the end of the reporting period (205.6.3), and who have not completed another course during the reporting period, are excluded from the Completion Rate.

8.5 UCAT Composite Completion Rate:

$$\frac{\Sigma C}{\Sigma C + \Sigma N} \%$$

Where:

ΣC = Sum of Distinct Completers (205.8.1 + 8.2 + 8.3 + 8.4).

ΣN = Sum of Distinct Non-Completers (205.8.1 + 8.2 + 8.3 + 8.4).

“Distinct” for the UCAT Composite Completion Rate is a reflection of the distinct counts for each of the enrollment category completion rates in 205.8.1 through 205.8.4, and is separate for Secondary Students and for the three post-secondary categories combined. Each student who is enrolled during the reporting period as a Secondary Student is counted only once as a Secondary Student. Each adult student who is



Subject:	Student Enrollment and Completion Reporting
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enrolled in any of the three post-secondary categories is counted only once as a post-secondary student between the three categories. A student who is enrolled for part of the reporting period as a Secondary Student and also as a separate enrollment in one or more of the post-secondary categories student is counted in the Secondary Student category and in the first applicable post-secondary category. Students who are Still-Enrolled in a course at the end of the reporting period (205.6.3), who have not completed another Program Certificate or course in the applicable enrollment classification during the reporting period are excluded from the Completion Rate.

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205.11 Campus Data Submission and Certification

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- 11.2 **Placement Update Submission:** The campus Placement Update Submission shall include ~~only~~ updated placement ~~data for Certificate-Seeking students that appeared in the certified Year-End Data Submission (205.11.1) as of the COE annual report deadline in December~~ data for students who appeared in the certified Year-End Data Submission (205.11.1) as Certificate-Seeking Non-Completers and whose status changed due to subsequent re-enrollment or placement as provided in 205.6.1.2(b) and 205.6.3, and shall be submitted five business days after the COE annual report deadline in December.

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II.I

TOPIC: Certification and Approval of FY 2015 Student Data

BACKGROUND

Data Submission and Certification: In accordance with UCAT Policy 205.11.1 (Student Enrollment and Completion Reporting), campuses have submitted data to the Office of the UCAT President from their student information systems for Fiscal Year 2015. Campus presidents are to have certified by September 15 that the data submitted comply with all applicable statutes and policies, with approval by campus boards of directors.

The Office of the UCAT President is completing the review, acceptance, and approval of the data submissions and certifications of the eight campuses. A summary of the most recent data showing membership hours, student headcount, and certificates awarded by campuses for secondary and post secondary students in comparison with last year is attached. Additional updates will be provided as necessary in the Board of Trustees meeting. Upon acceptance and approval of the campus data submissions and certifications by the Board of Trustees, the approved information will be designated the official data to be published in reports pertaining to FY 2015.

Completion Reports: Reports are also included detailing the calculation of completion rates, certificates awarded, and cost rates for each campus and the UCAT system as specified in 2014 legislative intent language and in UCAT Policy 205. As provided in the policy, campuses continue to track the outcomes of FY 2015 certificate-seeking students after the year has ended and will provide a follow-up submission in December that will report additional non-graduate/early-hire completers and re-enrolled students for the final completion numbers. The certificate-seeking numbers approved in this year-end submission will be reported and clearly identified as pre-final data pending the final placement/completion follow-up submission in December.

FISCAL IMPACT

None

RECOMMENDATIONS

UCAT Administration recommends the Board of Trustees accept and approve the FY 2015 year-end campus data submissions and certifications, as summarized in the attached reports (with updates as provided in the Board of Trustees meeting).

Attachments: UCAT FY 2015 Year-End Data Summary (updates to be provided in the Board of Trustees meeting)

UCAT Enrollment, Completion, & Cost Reports – FY 2015 Pre-Final (UCAT and eight campuses; updates to be provided in the Board of Trustees meeting)



Utah College of Applied Technology

FY-2015 Year-End Data Summary

July 1, 2014 - June 30, 2015

*(Includes all campus instructional activity except assessment and "Below-the-Line" CIP codes.)

*Draft 9/17/2015 - certification pending - for discussion purposes only

		MEMBERSHIP HOURS (YTD)				STUDENT HEADCOUNT (YTD-DISTINCT)				CERTIFICATES AWARDED (YTD)				
		Prev Year	Current Yr	Growth		Prev Year	Current Yr	Growth			Prev	Current	Growth	
BATC	Adult	721,523	653,780	-67,743	-9.39%	3,860	3,527	-333	-8.63%	Program Cert.	829	862	33	3.98%
	High School	359,936	361,369	1,433	0.40%	1,722	1,779	57	3.31%	Occup Skills Cert.	--	0	0	--
	Campus Tot.	1,081,459	1,015,149	-66,310	-6.13%	5,582	5,306	-276	-4.94%	Campus Tot.	829	862	33	3.98%
DATC	Adult	1,093,240	1,165,779	72,539	6.64%	4,923	5,160	237	4.81%	Program Cert.	1,419	1,468	49	3.45%
	High School	229,301	251,798	22,497	9.81%	946	1,086	140	14.80%	Occup Skills Cert.	--	178	178	--
	Campus Tot.	1,322,541	1,417,577	95,036	7.19%	5,869	6,246	377	6.42%	Campus Tot.	1,419	1,646	227	16.00%
DXATC	Adult	261,847	304,060	42,213	16.12%	5,693	6,693	1,000	17.57%	Program Cert.	471	631	160	33.97%
	High School	46,539	53,081	6,542	14.06%	730	951	221	30.27%	Occup Skills Cert.	--	139	139	--
	Campus Tot.	308,386	357,141	48,755	15.81%	6,423	7,644	1,221	19.01%	Campus Tot.	471	770	299	63.48%
MATC	Adult	524,144	597,708	73,564	14.04%	2,456	2,925	469	19.10%	Program Cert.	1,776	2,182	406	22.86%
	High School	392,877	399,247	6,370	1.62%	1,284	1,259	-25	-1.95%	Occup Skills Cert.	--	427	427	--
	Campus Tot.	917,021	996,955	79,934	8.72%	3,740	4,184	444	11.87%	Campus Tot.	1,776	2,609	833	46.90%
OWATC	Adult	921,981	908,776	-13,205	-1.43%	3,924	4,221	297	7.57%	Program Cert.	1,129	1,240	111	9.83%
	High School	176,504	211,602	35,098	19.89%	1,028	1,203	175	17.02%	Occup Skills Cert.	--	0	0	--
	Campus Tot.	1,098,485	1,120,378	21,893	1.99%	4,952	5,424	472	9.53%	Campus Tot.	1,129	1,240	111	9.83%
SWATC	Adult	144,525	132,240	-12,285	-8.50%	743	669	-74	-9.96%	Program Cert.	270	211	-59	-21.85%
	High School	87,177	91,687	4,510	5.17%	798	839	41	5.14%	Occup Skills Cert.	--	0	0	--
	Campus Tot.	231,702	223,927	-7,775	-3.36%	1,541	1,508	-33	-2.14%	Campus Tot.	270	211	-59	-21.85%
TATC	Adult	118,736	124,454	5,718	4.82%	563	555	-8	-1.42%	Program Cert.	200	206	6	3.00%
	High School	7,941	12,598	4,657	58.65%	44	86	42	95.45%	Occup Skills Cert.	--	13	13	--
	Campus Tot.	126,677	137,052	10,375	8.19%	607	641	34	5.60%	Campus Tot.	200	219	19	9.50%
UBATC	Adult	337,031	296,953	-40,078	-11.89%	4,542	3,791	-751	-16.53%	Program Cert.	877	782	-95	-10.83%
	High School	211,283	243,095	31,812	15.06%	1,348	1,449	101	7.49%	Occup Skills Cert.	--	0	0	--
	Campus Tot.	548,314	540,048	-8,266	-1.51%	5,890	5,240	-650	-11.04%	Campus Tot.	877	782	-95	-10.83%

UCAT TOTALS	Adult	4,123,027	4,183,750	60,723	1.47%	26,704	27,541	837	3.13%	Program Cert.	6,971	7,582	611	8.76%
	High School	1,511,558	1,624,477	112,919	7.47%	7,900	8,652	752	9.52%	Occup Skills Cert.	--	757	757	--
	UCAT Total	5,634,585	5,808,227	173,642	3.08%	34,604	36,193	1,589	4.59%	Campus Tot.	6,971	8,339	1,368	19.62%

NOTES:

Adult membership hours for DATC exclude 38,408 hours accrued in the Registered Nursing program, per MOU signed by Presidents Bouwhuis and Brems in March 2015.

Occupational Skills certificates shown here are only those awards requiring 60 membership hours of instruction or more.

UCAT Enrollment, Completion, & Cost Report - FY 2015 (Pre-final)					
Certified by UCAT Director of Institutional Data & Research 9/17/15	Certificate-Seeking	Occupational Upgrade	Other Post- Secondary	Secondary	Total/ Composite
	MEMBERSHIP HOURS				
Total Membership Hours	3,351,615	506,539	325,596	1,624,477	5,808,226
STUDENT HEADCOUNT/COMPLETION ¹					
Headcount	11,510	12,723	3,308	8,652	36,193
Total Completers	5,441	12,074	2,476	7,212	27,203
Graduate Completers	4,833	12,074	2,476	7,212	26,595
Non-Grad/Early-Hire	608	(NA)	(NA)	(NA)	608
Non-Completers	2,159	215	494	686	3,554
Completion Rate	71.59%	98.25%	83.37%	91.31%	88.44%
(Still-Enrolled)	3,910	434	338	754	5,436
CERTIFICATES					
Prog Cert - #Students	4,852	424	97	1,263	6,636
Prog Cert - Tot Awards	5,638	431	97	1,416	7,582
Occupational Skills (60+ hours)	323	155	54	225	757
Total Certificates	5,961	586	151	1,641	8,339
Weighted Avg Prog Cert Length					424
COST RATES					
Total State Appropriation ²					\$ 67,597,000
Direct Instructional Cost					\$ 35,192,046
Cost per Membership Hour					\$ 6.09
Mem Hr Adjust for Cert Earners ³	476,856	(37,492)	(70,399)	(368,965)	-
Adjusted Hours per Category ³	3,828,471	453,592	237,637	1,255,164	5,774,863
Cost per Certificate/Completion ³	\$ 3,077.12	237.27	608.73	1,285.76	

1 - Distinct Post Secondary Headcounts: Occupational Upgrade excludes students who also were enrolled as Certificate-Seeking; Other Post-Secondary excludes students also in Certificate-Seeking or Occupational Upgrade.

2 - Total State Appropriation: Includes tax funds and dedicated credits for the eight campuses; does not include funds appropriated to UCAT for UCAT Administration, Equipment, and Custom Fit.

3 - Cost per Certificate/Completion: Cost per Certificate under "Certificate-Seeking" column reflects program certificates awarded to all students, regardless of enrollment category. Cost per Completion under other columns includes all other completers in the category.

BATC Enrollment, Completion, & Cost Report - FY 2015 (Pre-final)					
Certified by Campus President 9/16/15	Certificate-Seeking	Occupational Upgrade	Other Post- Secondary	Secondary	Total/ Composite
MEMBERSHIP HOURS					
Total Membership Hours	518,915	107,650	27,216	361,369	1,015,149
STUDENT HEADCOUNT/COMPLETION ¹					
Headcount	1,465	1,738	324	1,779	5,306
Total Completers	689	1,548	205	1,468	3,910
Graduate Completers	633	1,548	205	1,468	3,854
Non-Grad/Early-Hire	56	(NA)	(NA)	(NA)	56
Non-Completers	230	65	95	122	512
Completion Rate	74.97%	95.97%	68.33%	92.33%	88.42%
(Still-Enrolled)	546	125	24	189	884
CERTIFICATES					
Prog Cert - #Students	776	-	-	1	777
Prog Cert - Tot Awards	861	-	-	1	862
Occupational Skills (60+ hours)	-	-	-	-	-
Total Certificates	861	-	-	1	862
Weighted Avg Prog Cert Length					560
COST RATES					
Total State Appropriation ²					\$ 12,407,400
Direct Instructional Cost					\$ 7,224,523
Cost per Membership Hour					\$ 7.12
Mem Hr Adjust for Cert Earners ³	20,664	(17,240)	(1,200)	(2,224)	-
Adjusted Hours per Category ³	539,579	90,238	25,749	359,133	1,014,699
Cost per Certificate/Completion ³	\$ 4,456.77	415.04	894.29	1,743.00	

1 - Distinct Post Secondary Headcounts: Occupational Upgrade excludes students who also were enrolled as Certificate-Seeking; Other Post-Secondary excludes students also in Certificate-Seeking or Occupational Upgrade.

2 - Total State Appropriation: Includes tax funds and dedicated credits for the eight campuses; does not include funds appropriated to UCAT for UCAT Administration, Equipment, and Custom Fit.

3 - Cost per Certificate/Completion: Cost per Certificate under "Certificate-Seeking" column reflects program certificates awarded to all students, regardless of enrollment category. Cost per Completion under other columns includes all other completers in the category.

DATC Enrollment, Completion, & Cost Report - FY 2015 (Pre-final)					
Certified by Campus President 9/15/15	Certificate-Seeking	Occupational Upgrade	Other Post- Secondary	Secondary	Total/ Composite
MEMBERSHIP HOURS ¹					
Total Membership Hours	915,287	105,770	144,722	251,798	1,417,577
STUDENT HEADCOUNT/COMPLETION ²					
Headcount	3,001	772	1,387	1,086	6,246
Total Completers	1,261	618	1,132	829	3,840
Graduate Completers	1,043	618	1,132	829	3,622
Non-Grad/Early-Hire	218	(NA)	(NA)	(NA)	218
Non-Completers	746	33	121	53	953
Completion Rate	62.83%	94.93%	90.34%	93.99%	80.12%
(Still-Enrolled)	994	121	134	204	1,453
CERTIFICATES					
Prog Cert - #Students	1,029	5	8	238	1,280
Prog Cert - Tot Awards	1,190	5	8	265	1,468
Occupational Skills (60+ hours)	-	132	46	-	178
Total Certificates	1,190	137	54	265	1,646
Weighted Avg Prog Cert Length					492
COST RATES					
Total State Appropriation ³					\$ 14,466,800
Direct Instructional Cost					\$ 6,773,212
Cost per Membership Hour					\$ 4.89
Mem Hr Adjust for Cert Earners ⁴	90,335	(901)	(36,671)	(52,763)	-
Adjusted Hours per Category ⁴	1,005,622	89,586	90,757	198,699	1,384,664
Cost per Certificate/Completion ⁴	\$ 3,350.88	714.87	394.97	1,644.59	

1 - Membership hour totals exclude 38,408 hours from the "Other Post-Secondary" category, per the March 2015 memo signed by Presidents Brems and Bouwhuis.

2 - Distinct Post Secondary Headcounts: Occupational Upgrade excludes students who also were enrolled as Certificate-Seeking; Other Post-Secondary excludes students also in Certificate-Seeking or Occupational Upgrade.

3 - Total State Appropriation: Includes tax funds and dedicated credits for the eight campuses; does not include funds appropriated to UCAT for UCAT Administration, Equipment, and Custom Fit.

4 - Cost per Certificate/Completion: Cost per Certificate under "Certificate-Seeking" column reflects program certificates awarded to all students, regardless of enrollment category. Cost per Completion under other columns includes all other completers in the category.

DXATC Enrollment, Completion, & Cost Report - FY 2015 (Pre-final)					
Certified by Campus President 9/17/15	Certificate-Seeking	Occupational Upgrade	Other Post- Secondary	Secondary	Total/ Composite
MEMBERSHIP HOURS					
Total Membership Hours	191,529	105,742	6,789	53,081	357,141
STUDENT HEADCOUNT/COMPLETION ¹					
Headcount	535	6,045	113	951	7,644
Total Completers	309	6,024	79	881	7,293
Graduate Completers	301	6,024	79	881	7,285
Non-Grad/Early-Hire	8	(NA)	(NA)	(NA)	8
Non-Completers	64	14	22	50	150
Completion Rate	82.84%	99.77%	78.22%	94.63%	97.98%
(Still-Enrolled)	162	7	12	20	201
CERTIFICATES					
Prog Cert - #Students	198	112	2	88	400
Prog Cert - Tot Awards	368	117	2	144	631
Occupational Skills (60+ hours)	132	-	-	7	139
Total Certificates	500	117	2	151	770
Weighted Avg Prog Cert Length					338
COST RATES					
Total State Appropriation ²					\$ 3,542,700
Direct Instructional Cost					\$ 2,069,458
Cost per Membership Hour					\$ 5.79
Mem Hr Adjust for Cert Earners ³	23,451	(1,775)	(491)	(21,185)	-
Adjusted Hours per Category ³	214,980	103,967	6,298	31,896	357,141
Cost per Certificate/Completion ³	1,974.17	101.90	473.95	233.07	

1 - Distinct Post Secondary Headcounts: Occupational Upgrade excludes students who also were enrolled as Certificate-Seeking; Other Post-Secondary excludes students also in Certificate-Seeking or Occupational Upgrade.

2 - Total State Appropriation: Includes tax funds and dedicated credits for the eight campuses; does not include funds appropriated to UCAT for UCAT Administration, Equipment, and Custom Fit.

3 - Cost per Certificate/Completion: Cost per Certificate under "Certificate-Seeking" column reflects program certificates awarded to all students, regardless of enrollment category. Cost per Completion under other columns includes all other completers in the category.

MATC Enrollment, Completion, & Cost Report - FY 2015 (Pre-final)					
Certified by Campus President 8/28/15	Certificate-Seeking	Occupational Upgrade	Other Post- Secondary	Secondary	Total/ Composite
MEMBERSHIP HOURS					
Total Membership Hours	533,091	53,259	11,358	399,247	996,955
STUDENT HEADCOUNT/COMPLETION ¹					
Headcount	2,084	365	476	1,259	4,184
Total Completers	1,226	318	454	1,005	3,003
Graduate Completers	1,213	318	454	1,005	2,990
Non-Grad/Early-Hire	13	(NA)	(NA)	(NA)	13
Non-Completers	289	46	10	81	426
Completion Rate	80.92%	87.36%	97.84%	92.54%	87.58%
(Still-Enrolled)	569	1	12	173	755
CERTIFICATES					
Prog Cert - #Students	1,197	18	3	672	1,890
Prog Cert - Tot Awards	1,447	19	3	713	2,182
Occupational Skills (60+ hours)	191	10	8	218	427
Total Certificates	1,638	29	11	931	2,609
Weighted Avg Prog Cert Length					341
COST RATES					
Total State Appropriation ²					\$ 9,105,200
Direct Instructional Cost					\$ 3,717,786
Cost per Membership Hour					\$ 3.73
Mem Hr Adjust for Cert Earners ³	210,070	(353)	(859)	(208,858)	-
Adjusted Hours per Category ³	743,161	52,906	10,499	190,389	996,955
Cost per Certificate/Completion ³	\$ 1,270.10	657.65	86.81	2,132.09	

1 - Distinct Post Secondary Headcounts: Occupational Upgrade excludes students who also were enrolled as Certificate-Seeking; Other Post-Secondary excludes students also in Certificate-Seeking or Occupational Upgrade.

2 - Total State Appropriation: Includes tax funds and dedicated credits for the eight campuses; does not include funds appropriated to UCAT for UCAT Administration, Equipment, and Custom Fit.

3 - Cost per Certificate/Completion: Cost per Certificate under "Certificate-Seeking" column reflects program certificates awarded to all students, regardless of enrollment category. Cost per Completion under other columns includes all other completers in the category.

OWATC Enrollment, Completion, & Cost Report - FY 2015 (Pre-final)					
Certified by Campus President 8/28/15	Certificate-Seeking	Occupational Upgrade	Other Post- Secondary	Secondary	Total/ Composite
MEMBERSHIP HOURS					
Total Membership Hours	764,255	52,532	91,989	211,602	1,120,378
STUDENT HEADCOUNT/COMPLETION ¹					
Headcount	2,859	843	519	1,203	5,424
Total Completers	1,072	698	329	865	2,964
Graduate Completers	785	698	329	865	2,677
Non-Grad/Early-Hire	287	(NA)	(NA)	(NA)	287
Non-Completers	508	37	98	203	846
Completion Rate	67.85%	94.97%	77.05%	80.99%	77.80%
(Still-Enrolled)	1,279	108	92	135	1,614
CERTIFICATES					
Prog Cert - #Students	754	283	70	107	1,214
Prog Cert - Tot Awards	774	284	70	112	1,240
Occupational Skills (60+ hours)	-	-	-	-	-
Total Certificates	774	284	70	112	1,240
Weighted Avg Prog Cert Length					543
COST RATES					
Total State Appropriation ²					\$ 14,250,400
Direct Instructional Cost					\$ 7,186,396
Cost per Membership Hour					\$ 6.41
Mem Hr Adjust for Cert Earners ³	67,949	(14,700)	(21,355)	(31,894)	-
Adjusted Hours per Category ³	832,204	37,832	70,634	179,708	1,120,378
Cost per Certificate/Completion ³	\$ 4,304.82	584.74	1,749.27	1,520.71	

1 - Distinct Post Secondary Headcounts: Occupational Upgrade excludes students who also were enrolled as Certificate-Seeking; Other Post-Secondary excludes students also in Certificate-Seeking or Occupational Upgrade.

2 - Total State Appropriation: Includes tax funds and dedicated credits for the eight campuses; does not include funds appropriated to UCAT for UCAT Administration, Equipment, and Custom Fit.

3 - Cost per Certificate/Completion: Cost per Certificate under "Certificate-Seeking" column reflects program certificates awarded to all students, regardless of enrollment category. Cost per Completion under other columns includes all other completers in the category.

SWATC Enrollment, Completion, & Cost Report - FY 2015 (Pre-final)					
Certified by Campus President 9/8/15	Certificate-Seeking	Occupational Upgrade	Other Post- Secondary	Secondary	Total/ Composite
MEMBERSHIP HOURS					
Total Membership Hours	120,101	4,347	7,792	91,687	223,927
STUDENT HEADCOUNT/COMPLETION ¹					
Headcount	354	107	208	839	1,508
Total Completers	187	104	164	775	1,230
Graduate Completers	173	104	164	775	1,216
Non-Grad/Early-Hire	14	(NA)	(NA)	(NA)	14
Non-Completers	91	2	28	64	185
Completion Rate	67.27%	98.11%	85.42%	92.37%	86.93%
(Still-Enrolled)	76	1	16	-	93
CERTIFICATES					
Prog Cert - #Students	170	1	-	32	203
Prog Cert - Tot Awards	176	1	-	34	211
Occupational Skills (60+ hours)	-	-	-	-	-
Total Certificates	176	1	-	34	211
Weighted Avg Prog Cert Length					423
COST RATES					
Total State Appropriation ²					\$ 3,711,900
Direct Instructional Cost					\$ 2,014,949
Cost per Membership Hour					\$ 9.00
Mem Hr Adjust for Cert Earners ³	6,752	(214)	(343)	(6,195)	-
Adjusted Hours per Category ³	126,853	4,133	7,449	85,492	223,927
Cost per Certificate/Completion ³	\$ 5,409.73	361.07	408.71	1,035.37	

1 - Distinct Post Secondary Headcounts: Occupational Upgrade excludes students who also were enrolled as Certificate-Seeking; Other Post-Secondary excludes students also in Certificate-Seeking or Occupational Upgrade.

2 - Total State Appropriation: Includes tax funds and dedicated credits for the eight campuses; does not include funds appropriated to UCAT for UCAT Administration, Equipment, and Custom Fit.

3 - Cost per Certificate/Completion: Cost per Certificate under "Certificate-Seeking" column reflects program certificates awarded to all students, regardless of enrollment category. Cost per Completion under other columns includes all other completers in the category.

TATC Enrollment, Completion, & Cost Report - FY 2015 (Pre-final)					
Certified by Campus President 9/10/15	Certificate-Seeking	Occupational Upgrade	Other Post- Secondary	Secondary	Total/ Composite
MEMBERSHIP HOURS					
Total Membership Hours	110,803	6,902	6,749	12,598	137,052
STUDENT HEADCOUNT/COMPLETION ¹					
Headcount	421	67	67	86	641
Total Completers	160	34	33	35	262
Graduate Completers	156	34	33	35	258
Non-Grad/Early-Hire	4	(NA)	(NA)	(NA)	4
Non-Completers	114	4	21	19	158
Completion Rate	58.39%	89.47%	61.11%	64.81%	62.38%
(Still-Enrolled)	147	29	13	32	221
CERTIFICATES					
Prog Cert - #Students	147	5	-	11	163
Prog Cert - Tot Awards	189	5	-	12	206
Occupational Skills (60+ hours)	-	13	-	-	13
Total Certificates	189	18	-	12	219
Weighted Avg Prog Cert Length					444
COST RATES					
Total State Appropriation ²					\$ 3,151,500
Direct Instructional Cost					\$ 1,445,224
Cost per Membership Hour					\$ 10.55
Mem Hr Adjust for Cert Earners ³	5,581	(1,308)	(1,288)	(2,985)	-
Adjusted Hours per Category ³	116,384	5,594	5,461	9,613	137,052
Cost per Certificate/Completion ³	\$ 5,957.66	2,034.11	1,745.05	4,223.74	

1 - Distinct Post Secondary Headcounts: Occupational Upgrade excludes students who also were enrolled as Certificate-Seeking; Other Post-Secondary excludes students also in Certificate-Seeking or Occupational Upgrade.

2 - Total State Appropriation: Includes tax funds and dedicated credits for the eight campuses; does not include funds appropriated to UCAT for UCAT Administration, Equipment, and Custom Fit.

3 - Cost per Certificate/Completion: Cost per Certificate under "Certificate-Seeking" column reflects program certificates awarded to all students, regardless of enrollment category. Cost per Completion under other columns includes all other completers in the category.

UBATC Enrollment, Completion, & Cost Report - FY 2015 (Pre-final)					
Certified by Campus President 9/10/15	Certificate-Seeking	Occupational Upgrade	Other Post- Secondary	Secondary	Total/ Composite
MEMBERSHIP HOURS					
Total Membership Hours	197,634	70,337	28,982	243,095	540,048
STUDENT HEADCOUNT/COMPLETION ¹					
Headcount	791	2,786	214	1,449	5,240
Total Completers	537	2,730	80	1,354	4,701
Graduate Completers	529	2,730	80	1,354	4,693
Non-Grad/Early-Hire	8	(NA)	(NA)	(NA)	8
Non-Completers	117	14	99	94	324
Completion Rate	82.11%	99.49%	44.69%	93.51%	93.55%
(Still-Enrolled)	137	42	35	1	215
CERTIFICATES					
Prog Cert - #Students	581	-	14	114	709
Prog Cert - Tot Awards	633	-	14	135	782
Occupational Skills (60+ hours)	-	-	-	-	-
Total Certificates	633	-	14	135	782
Weighted Avg Prog Cert Length					255
COST RATES					
Total State Appropriation ²					\$ 6,961,100
Direct Instructional Cost					\$ 4,760,498
Cost per Membership Hour					\$ 8.81
Mem Hr Adjust for Cert Earners ³	52,054	(1,001)	(8,192)	(42,861)	-
Adjusted Hours per Category ³	249,688	69,336	20,790	200,234	540,048
Cost per Certificate/Completion ³	\$ 2,814.56	223.88	2,776.71	1,423.43	

1 - Distinct Post Secondary Headcounts: Occupational Upgrade excludes students who also were enrolled as Certificate-Seeking; Other Post-Secondary excludes students also in Certificate-Seeking or Occupational Upgrade.

2 - Total State Appropriation: Includes tax funds and dedicated credits for the eight campuses; does not include funds appropriated to UCAT for UCAT Administration, Equipment, and Custom Fit.

3 - Cost per Certificate/Completion: Cost per Certificate under "Certificate-Seeking" column reflects program certificates awarded to all students, regardless of enrollment category. Cost per Completion under other columns includes all other completers in the category.

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 Sep 2015

ITEM: II.J

TOPIC: Capital Development Scope and Budget

BACKGROUND

The Board of Trustees approved its list of capital development priorities in the meeting held June 11, 2015. The top four projects were authorized by the Trustees for presentation to the Building Board, Governor's Office and Legislature for funding consideration in Fiscal Year 2017. Updated construction budget estimates (CBE) have been provided by DFCM for the following projects, and current figures are reflected on the attachment.

- 1) MATC, Thanksgiving Point Technology Building, Orem
- 2) BATC, Health Science and Technology Building, Logan
- 3) DATC, Allied Health Building, Kaysville
- 4) OWATC, BDO Campus – Bay 2 Build Out, Ogden
- 5) DATC, Educational and Instructional Service Building, Kaysville
- 6) OWATC, Instructional/Student Services Building, Ogden

Five UCAT land banking priorities were also approved by the Board of Trustees for funding consideration:

- 1) BATC, Logan Campus Expansion
- 2) DATC, Morgan Education/Economic Development Center
- 3) MATC, Orem @Geneva Development
- 4) DXATC, St. George Ridgetop Land Bank
- 5) TATC, Economic Development Center

RECOMMENDATIONS

UCAT Administration recommends the Board of Trustees approve the updated figures for the UCAT capital development priorities and reaffirm projects 1-4 and the land banking requests for presentation by UCAT and Campus Administration to the Building Board and Legislature for funding consideration.

Attachments:

Updated Capital Development list

Updated Land Banking Priority list





UCAT FY 2017 Capital Facilities Funding Priorities
June 11, 2015

1) Mountainland Applied Technology College, Thanksgiving Point Technology Building

Project Cost: \$23,959,330
Square Footage: 80,000
O&M: \$616,800

2) Bridgerland Applied Technology College, Health Science and Technology Building

Project Cost: \$27,935,830
Square Footage: 91,500
O&M: \$705,500

Prioritized by the UCAT Board of Trustees and presented to the Building Board and Infrastructure and General Government Legislative Subcommittee for funding consideration.

3) Davis Applied Technology College, Allied Health Building

Project Cost: \$25,593,970
Square Footage: 85,000
O&M: \$655,350

4) Ogden-Weber Applied Technology College, Business Depot Ogden Buildout

Project Cost: \$6,340,440
Square Footage: 43,605
O&M: \$336,195

5) Davis Applied Technology College, Educational and Instructional Service Building

Project Cost: \$19,575,000
Square Footage: 65,000
O&M: \$501,800

Prioritized by the UCAT Board of Trustees for future consideration by the Building Board and Legislature.

6) Ogden-Weber Applied Technology College, Instructional/Student Services Building

Project Cost: \$18,750,000
Square Footage: 75,000
O&M: \$579,000

UTAH COLLEGE
of
APPLIED TECHNOLOGY



UCAT FY 2017 Land Banking Priorities
June 11, 2015

- 1) ***Bridgerland Applied Technology College, Parcels adjacent to main campus***
Estimated Cost: \$6,675,000
Acreage 44.50
- 2) ***Davis Applied Technology College, Morgan Education/Economic Development Center***
Estimated Cost: \$575,000
Acreage 9.88
- 3) ***Mountainland Applied Technology College, Orem @Geneva Development***
Estimated Cost: \$3,593,700
Acreage 15.00
- 4) ***Dixie Applied Technology College, Ridgetop Land Bank***
Estimated Cost: \$1,500,000
Acreage 10.00
- 5) ***Tooele Applied Technology College, Education & Economic Development***
Estimated Cost: \$525,000
Acreage 3.50

UTAH COLLEGE
— of —
APPLIED TECHNOLOGY

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 Sep 2015

ITEM: II.K

TOPIC: DXATC Building Funding Plan

BACKGROUND

The 2015 Utah Legislature and Governor Herbert authorized \$31,900,000 in state funding for construction of a new permanent DXATC campus on 30 acres of property previously acquired in St. George at the site of the former airport. The Legislature and the Governor also authorized intent language that required the Building Board to certify that any alternate funds were available before releasing the state funds.

On September 9, 2015, the Building Board voted to certify \$8,000,000 in additional, alternate funds through a bond to be issued through Washington County. They also authorized private and pledged donations currently totaling \$504,600. The certification allows DXATC to move ahead with construction and Campus President Stephens is targeting January 14, 2015 for a groundbreaking event. An additional caveat in the approval requires DXATC "to confirm the appropriateness of the alternate funding strategy with the Utah State Treasurer's Office."

DXATC has reduced the scope of its project from 177,000 square feet to 150,000 square feet and the estimated cost has been reduced from \$44,900,000 to \$39,900,000.

There have been questions between UCAT Administration and DXATC regarding whether or not the UCAT Board of Trustees and the Legislature (through intent language) need to approve the concept of the \$8M Washington County bond if DXATC will be participating in paying the multi-year debt service. A message from Angela Oh, the fiscal analyst assigned to the Higher Education Appropriations Committee and recently reassigned to assist the Infrastructure and General Government Appropriations committee is as follows:

"DXATC would not need approval for this capital lease because of two key factors: 1) Washington County would bond for \$5-8 million on top of the \$31.9 million state funded portion (Washington County would only own a wing, the state would own the majority of the new building); and 2) DXATC is considered a discreet component unit and not part of primary government (if they were a part of primary government, then they would need legislative approval). However, if LFA wanted, we could include intent language stating something like: The Legislature authorizes the Dixie Applied Technology College to enter into a capital lease with Washington County for their permanent campus."



RECOMMENDATION

Given the approvals indicated above, UCAT Administration recommends the Board of Trustees approve DXATC's Building Funding Plan and the associated bond repayment to Washington County.

Attachments:

Letter from Pres. Stephens to the Building Board

Letter from VP Grob to the Building Board

Letter from the Washington County Commission to the Building Board

Letter from Layton Construction and Method Studio to the Building Board

**Dixie
Applied
Technology
College**

1506 Silicon Way
St. George, UT 84770

P: 435.674.8400
F: 435.674.8615

dxatc.edu

September 2, 2015

Mr. Ned Carnahan, Chair
Utah State Building Board
State Office Building Room 4110
PO Box 141160
Salt Lake City, Utah 84114

RE: Dixie Applied Technology College Permanent Campus Facility

Dear Chair Carnahan and Members of the Building Board,

In response to directives given by the Board in its June 3, 2015 meeting, I am happy to present credible evidence, certifying that the DXATC permanent campus project and accompanying budget has been revised, and funding is in place to meet the revised budget.

Included, please find:

1. Project revisions, certified by CMGC team: Method Studio and Layton Construction: from 177,000SF to 150,000SF.
2. Budget revisions, certified by CMGC team: Method Studio and Layton Construction: from \$44,900,000. To \$39,900,000.
3. Letter from Washington County Commissioners, certifying their commitment to bond for \$8,000,000 for the purpose of contributing to the DXATC building project.
4. Letter from DXATC Vice President of Finance, Mr. Eric Grob, certifying private donations in hand to date and commitment for additional funds: \$154,600 in hand and \$350,000 in commitment.

With the efforts outlined above, as President of DXATC, I certify that funding for the DXATC project is complete with a legislative appropriation of \$31,900,000 and \$8,000,000 from Washington County. Private funding will be used for possible alternates. This meets the revised budget of \$39,900,000 to construct a 150,000SF permanent campus facility for the College.

I respectfully request that the Board take action to certify that the funds are indeed available.

Respectfully,



Kelle Stephens, President

**Dixie
Applied
Technology
College**

1506 Silicon Way
St. George, UT 84770

P: 435.674.8400
F: 435.674.8615

dxatc.edu

September 1, 2015

Mr. Ned Carnahan, Chair
Utah State Building Board
State Office Building Room 4110
PO Box 141160
Salt Lake City, UT 84114

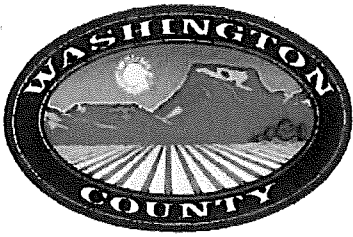
RE: Dixie Applied Technology College Permanent Campus Facility

Dear Chair Carnahan and Members of the Building Board,

As Vice President for Finance I certify that the Dixie Applied Technology College (DXATC) has received \$154,600 in private donations for the DXATC permanent campus project. We also have a commitment from a private donor for an additional \$350,000 that is being paid in increments of \$10,000 per month.



Eric R. Grob
Vice President for Finance
Dixie Applied Technology College



WASHINGTON COUNTY

197 East Tabernacle ♦ St. George, Utah 84770
Telephone: (435) 634-5700 ♦ Fax: (435) 634-5753
www.washco.utah.gov

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ALAN GARDNER, Chairman
alan.gardner@washco.utah.gov

VICTOR IVERSON
victor.iverson@washco.utah.gov

ZACHARY D. RENSTROM
zachary.renstrom@washco.utah.gov

September 2, 2015

Utah State Building Board
Attn: Jeff Reddoor
Utah State Office Building
Suite 4110
P.O. Box 141160
Salt Lake City Utah, 84114-1160
cniederhauser@utah.gov

Re: Dixie Applied Technology College Permanent Campus

Dear Utah State Building Board:

We write this letter to affirm Washington County's commitment to bond for up to \$8 million in order to fund a portion of the construction costs for the Dixie Applied Technology College Permanent Campus. This affirmation is in compliance with Washington County Resolution Number R-2015-1928, which we passed unanimously on August 4, 2015.

We have discussed this matter with our county's financial advisor Jon Bronson, SVP/Managing Director of Zions Bank Public Finance, and he has assured us that the county will have no trouble securing a bond in this amount for the DXATC permanent campus.

The DXATC permanent campus is needed in our county and will allow educational and training opportunities to ensure continued economic growth throughout Southern Utah. Please contact us if you have any questions or concerns.

Sincerely,

WASHINGTON COUNTY COMMISSION

Alan D. Gardner
Chairman

Victor Iverson
Commissioner

Zachary D. Renstrom
Commissioner

Cc: Kristen Cox, kristencox@utah.gov

September 2, 2015

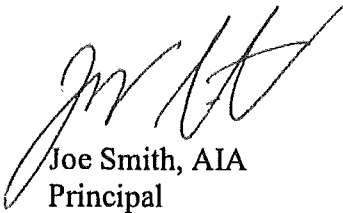
Mr. Ned Carnahan, Chair
Utah State Building Board
State Office Building Room 4110
PO Box 141160
Salt lake City, Utah 84114

RE: Dixie Applied Technology College Permanent Campus Facility


Dear Chair Carnahan and Members of the Building Board:

In response to DXATC's need to reduce the overall scope to meet the project budget, Layton Construction and Method Studio have worked directly with DXATC and DFCM to identify strategies to reduce the overall budget. We are confident the project can be completed at 150,000 SF for a total project cost of \$39,900,000 – while achieving DFCM and DXATC's vision of a high quality, long-lasting, and high-performing building.

As a team we have worked diligently to specifically evaluate each of the College's programs and space needs in an effort to prioritize and right-size each programmatic element within the building. Each of the programmed spaces have been designed and planned to align with the specific function it serves – while providing short-term flexibility and long-term adaptability requisite for a technical college. The New Permanent Campus Building will be a facility that is in harmony with its unique environment and community, a comfortable place for instructing and learning, and a model for technical colleges throughout the region.



Joe Smith, AIA
Principal
Method Studio, Inc.



Josh Haines
Vice President
Layton Construction Company

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II. L

TOPIC: FY 2017 Budget Request

BACKGROUND

Per UCA 53B-2a-104(2)(d), the UCAT Board of Trustees is to receive budget requests from each college campus, compile and prioritize the requests, and submit the request to the Legislature and the Governor's Office of Management and Budget. UCAT Administration along with the campus presidents and other campus personnel has identified budget priorities for consideration in the upcoming legislative session.

The ongoing budget priorities identified by administration for Fiscal Year 2017 include:

- Merit-based compensation increase for faculty and staff
- Programs identified by campuses to begin or expand in their respective service regions based on employer demand
- Initial funding for Performance-Based Funding as directed by the Higher Education Appropriations Subcommittee
- An ongoing increase for upgrading and replacing equipment is critical to ensure state-of-the-art training opportunities continue at UCAT campuses
- System-wide priorities include:
 - Doubling Custom Fit funding
 - Expansion for the Northstar Student Management System
 - UCAT marketing
 - In-house legal counsel to assist Assistant Attorney General, Doug Richards

The one-time budget priorities identified by administration for Fiscal Year 2017 include:

- Equipment funding
- Financial Aid Package to work in conjunction with Northstar

As a reminder, on January 28, 2015 the UCAT Board of Trustees Executive Committee approved a readmission of FY 2014 DATC-WSU RN enrollments as membership hours in the UCAT system which affected the FY 2016 budget request. That approval was done in cooperation with UCAT, DATC, WSU and USHE. At that time, DATC was notified that its portions of the FY 2017 and FY 2018 budget requests may be adjusted downward based on the effect of counting the RN enrollments over a period of years.



RECOMMENDATIONS

UCAT Administration recommends that the Board of Trustees approve the attached budget request for presentation to the Governor's office and the Legislature, or approve an alternate budget request.

Attachments:

Draft FY 2017 UCAT Budget Request Summary

January 28, 2015 Letter, UCAT to DATC



UTAH COLLEGE
of
APPLIED TECHNOLOGY

DRAFT

Legislative Budget Request Summary
For the Fiscal Year Ending June 30, 2017

Anticipated FY 2017 Base Budget (State Tax Funds Only)		\$70,355,700
Ongoing Budget Increase Requested - Compensation Plus		\$ 14,975,600
		<i>Percent Increase = Comp + 21.3%</i>
1. Compensation		-
Merit-Based Salary Increases	-	
2. Campus Program Expansion		9,046,400
BATC	1,046,400	
DATC	1,210,000	
DXATC	935,000	
DXATC (New building)	750,000	
MATC	1,320,000	
OWATC	1,170,000	
SWATC	865,000	
TATC	800,000	
UBATC	950,000	
3. Performance-Based Funding		1,000,000
4. Ongoing Equipment Upgrade & Replacement		1,200,000
5. System Requests		3,729,200
Custom Fit	3,159,200	
UCAT Information System Maintenance and Expansion	250,000	
UCAT Marketing and Messaging Fund	200,000	
In-house Legal Counsel	120,000	
One-time Budget Increase Requested - Campus Special Needs		3,400,000
1. One-Time Equipment Fund		3,000,000
2. Financial Aid Package		400,000
FY 2015 Supplemental Budget Increase Requested		-
No Supplemental Request		
Request Summary		
<u>Ongoing Budget Priorities</u>		14,975,600
<u>One-time Increases</u>		3,400,000
<u>Supplemental Increases</u>		-

Campus	Need	FTE	Salary & Benefits	Current Expense	Total
BATC	Mfg Initiative	4.00	419,200	40,000	459,200
BATC	Brigham Expansion	3.50	367,000	30,000	397,000
BATC	AM STEM	2.00	170,200	20,000	190,200
BATC Totals:		9.50	956,400	90,000	1,046,400

Campus	Need	FTE	Salary & Benefits	Current Expense	Total
DATC	Unmanned Aerial Vehicle Technician	1.00	100,000	10,000	110,000
DATC	Aerospace Technician/Composites	2.00	200,000	20,000	220,000
DATC	Welding Program Expansion	2.00	100,000	10,000	110,000
DATC	Additive Manufacturing	1.00	100,000	10,000	110,000
DATC	IT/Coding Initiative Program Expansion	2.00	200,000	20,000	220,000
DATC	Allied Health Expansion	2.00	200,000	20,000	220,000
DATC	Recreational Vehicle Repair	1.00	100,000	10,000	110,000
DATC	Campus Support	1.00	100,000	10,000	110,000
DATC Totals:		12.00	1,100,000	110,000	1,210,000

Campus	Need	FTE	Salary & Benefits	Current Expense	Total
DXATC	IT/Programming	1.60	160,000	10,000	170,000
DXATC	Paramedic	1.25	125,000	10,000	135,000
DXATC	Fire Academy	1.25	125,000	10,000	135,000
DXATC	Auto Tech	1.25	125,000	10,000	135,000
DXATC	Endo Neurodiagnostics Tech	1.25	125,000	10,000	135,000
DXATC	Occupational Therapist Asst	1.25	125,000	10,000	135,000
DXATC	Culinary	0.80	80,000	10,000	90,000
DXATC Totals:		8.65	865,000	70,000	935,000

Campus	Need	FTE	Salary & Benefits	Current Expense	Total
DXATC	Campus Support (funding for new bldg)	7.50	750,000	-	750,000

Campus	Need	FTE	Salary & Benefits	Current Expense	Total
MATC	IT Expansion	8.50	850,000	85,000	935,000
MATC	Advanced Mfg	3.50	350,000	35,000	385,000
MATC Totals:		12.00	1,200,000	120,000	1,320,000

Campus	Need	FTE	Salary & Benefits	Current Expense	Total
OWATC	Composites	1.70	170,000	12,000	182,000
OWATC	Practical Nursing	2.00	200,000	6,000	206,000
OWATC	Outcome Reporting	1.25	125,000	20,000	145,000
OWATC	Pharmacy Tech Expansion	1.25	125,000	5,000	130,000
OWATC	Coding Camps	0.50	50,000	10,000	60,000
OWATC	Industrial Automation/Robotics	1.70	170,000	12,000	182,000
OWATC	Instructional designer Online	1.00	100,000	-	100,000
OWATC	Emergency Medical Services	1.50	150,000	15,000	165,000
OWATC Totals:		10.90	1,090,000	80,000	1,170,000

Campus	Need	FTE	Salary & Benefits	Current Expense	Total
SWATC	Practical Nursing	3.50	400,000	-	400,000
SWATC	Campus Support	3.00	300,000	-	300,000
SWATC	Distance Ed/Curriculum Dev	1.00	100,000	10,000	110,000
SWATC	Computer Science Expansion	0.50	50,000	5,000	55,000
SWATC Totals:		8.00	850,000	15,000	865,000

Campus	Need	FTE	Salary & Benefits	Current Expense	Total
TATC	Practical Nursing	3.50	400,000	-	400,000
TATC	Construction Tech	2.00	200,000	-	200,000
TATC	Motorsports Academy	2.00	200,000	-	200,000
TATC Totals:		7.50	800,000	-	800,000

Campus	Need	FTE	Salary & Benefits	Current Expense	Total
UBATC	Automation & IT	3.00	300,000	80,000	380,000
UBATC	Civil Tech	2.00	200,000	40,000	240,000
UBATC	Auto & Diesel Tech	1.00	100,000	40,000	140,000
UBATC	Building Trades	1.00	100,000	20,000	120,000
UBATC	Welding Expansion	0.50	50,000	20,000	70,000
UBATC Totals:		7.50	750,000	200,000	950,000

System Requests	Need	FTE	Salary & Benefits	Current Expense	Total
UCAT	Custom Fit	-	-	3,159,200	3,159,200
UCAT	Northstar	-	-	250,000	250,000
UCAT	Marketing - System	-	-	200,000	200,000
UCAT	In-House Legal Counsel	1.00	120,000	-	120,000
System Request Totals:		1.00	120,000	3,609,200	3,729,200

Other	Need	FTE	Salary & Benefits	Current Expense	Total
All	Performance Based Funding	-	-	1,000,000	1,000,000
All	Ongoing Equip	-	-	1,200,000	1,200,000
System Request Totals:		-	-	2,200,000	2,200,000

Ongoing Request Totals		FTE	Salary & Benefits	Current Expense	Total
UCAT Totals:		84.55	8,481,400	6,494,200	14,975,600



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

Office of the President
Direct • 801.341.6000
Fax • 801.341.6019
www.ucat.edu

January 28, 2015

Campus President Michael Bouwhuis
Davis Applied Technology College
550 East 300 South
Kaysville, UT 84037

Dear President Bouwhuis,

Today, the Utah College of Applied Technology (UCAT) Board of Trustees Executive Committee took action to approve an agreement (attached) between UCAT, the Utah System of Higher Education (USHE), Davis Applied Technology College (DATC) and Weber State University (WSU). The agreement details the procedure for transitioning the current structure of the DATC-WSU Registered Nursing (RN) program to a WSU-funded and controlled RN program, reported to annually to USHE by WSU as budget-related full-time equivalent enrollments by Fiscal Year 2017.

The Executive Committee also approved a necessary readmission of FY 2014 DATC-WSU RN Program enrollments as membership hours in the UCAT system, with an additional allowance for DATC to report 50% of FY 2015 WSU RN Program as membership hours in the UCAT system during that fiscal year. The agreement provides for DATC to provide \$300,000 of funds to support WSU RN Program personnel in FY 2015, \$150,000 to support WSU RN Program personnel in FY 2016 with full costs of the program to be provided by WSU beginning with FY 2017.

Because of the extreme difficulty of calculating (at this time) the dollar amounts that are part of the DATC annual budget as a result of reporting WSU RN membership hours over the past 10-18 years, Board of Trustees leadership have instructed me to develop the following notifications to you regarding how some future budget requests may be formulated, beginning with the FY 2017 budget request:

- 1- Based on the approximate \$495,000 that will be reinstated for DATC in the FY 2016 UCAT budget request, it is understood that future DATC budget requests (FY 2017 and beyond) may be adjusted downward by up to a total of \$495,000 based on the use of DATC-WSU RN Program enrollment data being contained in the UCAT budget development process up through FY 2016.
- 2- Based on a windfall of \$150,000 to DATC in FY 2016 that will be funded by WSU in that fiscal year, it is understood that the DATC portion of the FY 2017 UCAT budget request may be adjusted downward by up to \$150,000.
- 3- Based on an additional windfall of \$150,000 to DATC in FY 2017 that will be funded by WSU in that fiscal year, it is understood that the DATC portion of the FY 2018 UCAT budget request may be adjusted downward by up to \$150,000.

Robert O. Brems
President

UTAH COLLEGE OF APPLIED TECHNOLOGY
AGENDA ITEM
UCAT BOARD OF TRUSTEES
17 September 2015

ITEM: II.M

TOPIC: FY 2015 UCAT Annual Report Draft

BACKGROUND

The UCAT Annual Report highlights the success of UCAT each year and provides the governor, legislature, stakeholders, and the general public with ongoing information regarding UCAT activities.

The UCAT Board of Trustees is required by law {53B-2a-104(2)(i)} to “prepare and submit an annual report detailing its progress and recommendations on career and technical education issues to Governor Herbert and to the Legislature’s Education Interim Committee by October 31 of each year”.

A draft of the 2015 Annual Report is attached to the agenda. After Board approval in the meeting, the report will be completed, published and submitted to the governor and to the legislature’s Education Interim Committee in October.

FISCAL IMPACT

None

RECOMMENDATIONS

UCAT Administration recommends the Board of Trustees approve the 2015 UCAT Annual Report.

Attachments: UCAT Annual Report 2014 draft (to be available on Tuesday, September 15th)



rethink
EDUCATION

UTAH COLLEGE OF APPLIED TECHNOLOGY

ANNUAL REPORT 2015



Utah has become a national leader. Our economy is doing well. We are being noticed in this country as a successful state. The Utah College of Applied Technology’s effort is part of the success that we call “The Utah Model”.

My focus as Governor has been on the economy and what we can do to create a business-friendly environment. Part of our success economically comes with having a skilled labor force. We need skills that line up with the demands of the marketplace so the entrepreneurs and business community can hire the people that will propel them and our economy forward. UCAT has emerged as a significant part of that effort, growing the demand.

A few years ago we set a goal for 66% of Utahns to have a certificate or degree by 2020. It’s an ambitious goal that would cause some to shrink. UCAT has stepped forward and stated by its actions, “Our system is designed to help. The demand for jobs and the creation of jobs, and for certificates and technical education experiences is growing.” UCAT has done a remarkable job of filling that niche.

Of all fifty states, Utah is one of only three states in America that are on target to achieve its 66% by 2020 goal. It would not be happening without the work of UCAT. UCAT’s eight regional Applied Technology Colleges (ATCs) are masters at engaging industry and meeting employer needs. As shown in this Annual Report, with the help of ever-increasing numbers of employer representatives (nearly 1,500 in 2015), the ATCs are preparing more students and awarding more certificates than ever before.

Our goal is to become a top-ten state for education. With UCAT’s help, we are pulling together as a state and will make it happen. In the vision of those who built our State Capitol Building 100 years ago as the most magnificent in the country, “We’re not building for today – we’re building for tomorrow.” We are building an education system not just for what Utah is today, but for what we will become.

Sincerely,

Gary R. Herbert, Governor
State of Utah



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THE MISSION

The mission of the Utah College of Applied Technology (UCAT) is to meet the needs of Utah’s employers for technically-skilled workers and to promote local and statewide economic development by providing market-driven technical education to secondary and adult students.

THE UCAT TEAM



The Utah College of Applied Technology (UCAT) has completed a banner year for students, employers and Utah's economy. UCAT continues to lead out as a catalyst for a growing economy by providing highly-skilled technical employees to meet the demands for growing and developing industries throughout the state.

As I look forward to a new chapter in my life, I can look back with pride at the strides we have made in bringing technical education to the forefront. Many thanks to outstanding leaders and employees that are UCAT. I have been proud to rub shoulders with everyone from campus staff to members of higher education and the Governor's office. Thank you for your continued support of UCAT.

Robert O. Brems, President
Utah College of Applied Technology



We are pleased to present this annual report summarizing the progress of Fiscal Year 2015. You will find that it reflects the continued pursuit of excellence in providing technical education across the state. This report highlights leaders, outstanding employers, and students who exemplify the value of a trained and highly-skilled workforce.

On behalf of the UCAT Board of Trustees, It has been an honor to serve with Robert Brems. We will miss his dedication and leadership that he has so generously given to the UCAT system. We wish him the very best in his retirement.

Thomas E. Bingham, Chair
Utah College of Applied Technology Board of Trustees

BOARD PHOTO

Thomas E. Bingham, Chair
Tooele ATC

Michael J. Madsen, 1st Vice Chair
Bridgerland ATC

Jim T. Evans, 2nd Vice Chair
Mountainland ATC

Michael E. Jensen
Davis ATC

Stephen W. Wade
Dixie ATC

Steve R. Moore
Ogden-Weber ATC

Jerry Taylor
Southwest ATC

Mike Angus
Uintah Basin ATC

Brian C. Florang
Snow College

Richard R. Tranter
Salt Lake Community College

Jim V. Olsen
Business/Industry Employers

Dale M. Cox
Union Apprenticeships

Brad V. Tanner
Non-Union Apprenticeships

Val Hale
Governor's Office of Economic Development

Barbara Corry
State Board of Education

Jessellie B. Anderson
State Board of Regents

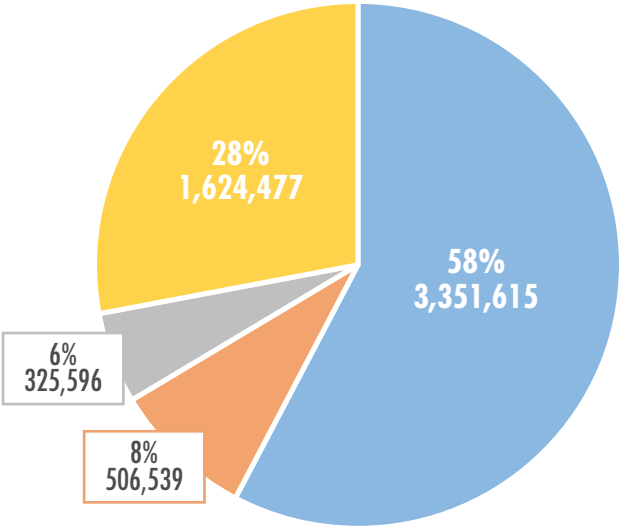


2015 UCAT Development Conference held at Thanksgiving Point

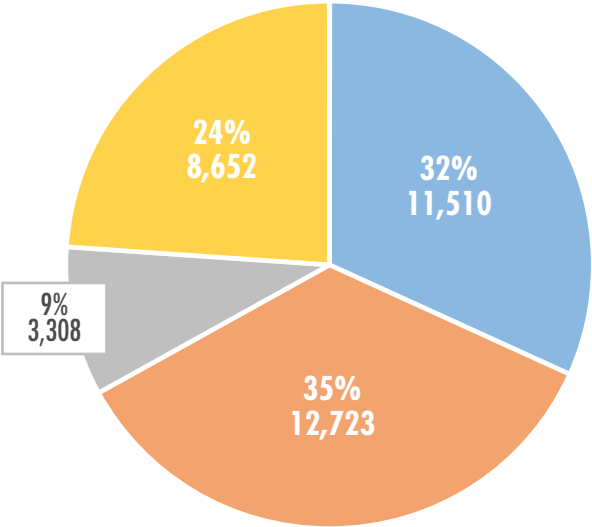
BUILDING A SKILLED WORKFORCE

UCAT’s mission to meet the needs of Utah’s employers for technically-skilled workers is accomplished by preparing certificate-seeking students for entry-level employment, providing occupational upgrade training for those currently employed, and building career and technical skills for high school students.

Membership Hours



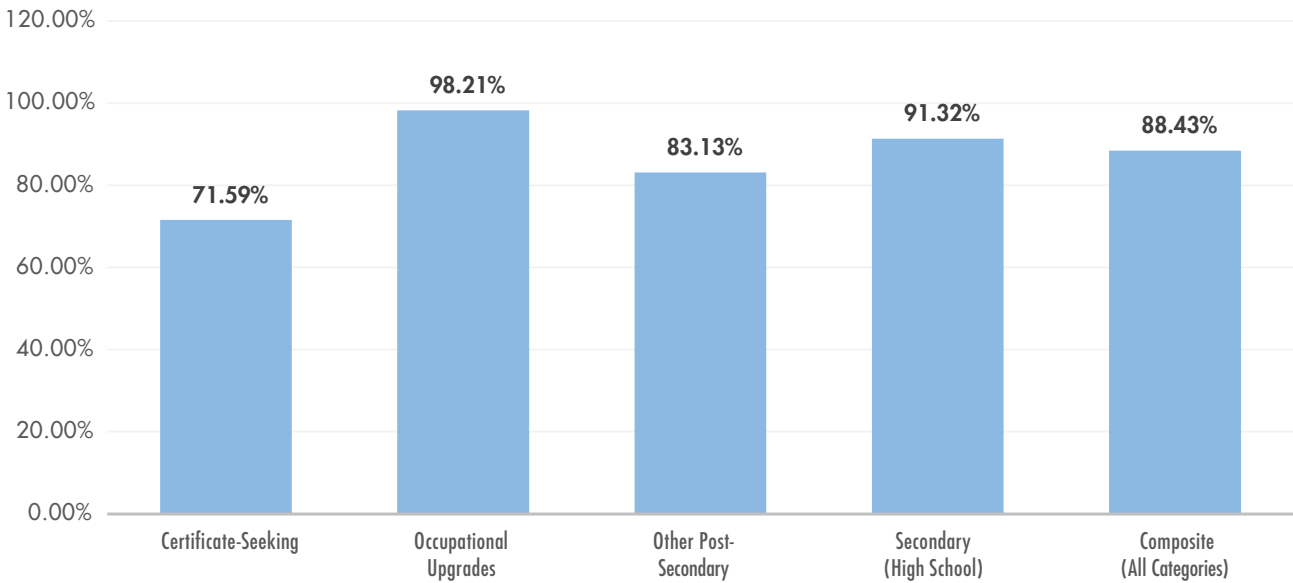
Student Headcount



- Certificate-Seeking
- Occupational Upgrades
- Secondary (High School)
- Other Post-Secondary

BUILDING A SKILLED WORKFORCE

Student Completion Rates



Enrollment Objectives

Certificate Seeking — Received program certificate, or acquired sufficient competencies to become employed in a related field (“early-hire”).

Occupational Upgrade — Completed course to upgrade job skills.

High School — Qualified for high school credit.

Other Post-secondary — Completed course.

PROGRAM ACCREDITATION STANDARDS

The accredited certificate programs shown on pages 13-14 are approved under rigorous standards established by the Council on Occupational Education (COE), which accredits each campus. COE is a national accreditation agency authorized by the United States Department of Education which specializes in career and technical education institutions and programs.

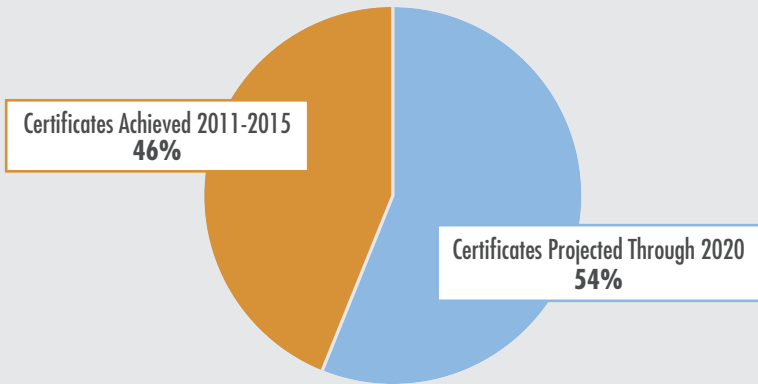
Each program must:

- » Meet documented needs of Utah employers for technically-skilled workers.
- » Have an active employer advisory committee (see page 18).
- » Meet national standards each year under COE reporting criteria for student completion (60%), placement in related employment (70%), and professional licensure (70%) where applicable.

Certificates for Utah’s 66% by 2020 Goal

Utah’s “66% by 2020” goal was initiated by the Governor’s Education Excellence Commission in 2011. It is supported by the Legislature and the business community’s Prosperity 2020. It outlines the results that will be needed for 66% of working-age Utahns to have a post-secondary credential by the year 2020 in order to meet projected workforce demands.

The goal projects that 13% of Utahns will need a certificate, triple the number who held certificates in 2011. As needed, additional resources are provided, UCAT’s commitment to 94,046 total certificates from 2011 to 2020 will help Utah accomplish its goal.



Certificates Earned	FY15
BATC	863
DATC	1,646
DXATC	770
MATC	2,609
OWATC	1,240
SWATC	211
TATC	219
UBATC	782
UCAT TOTAL	8,340

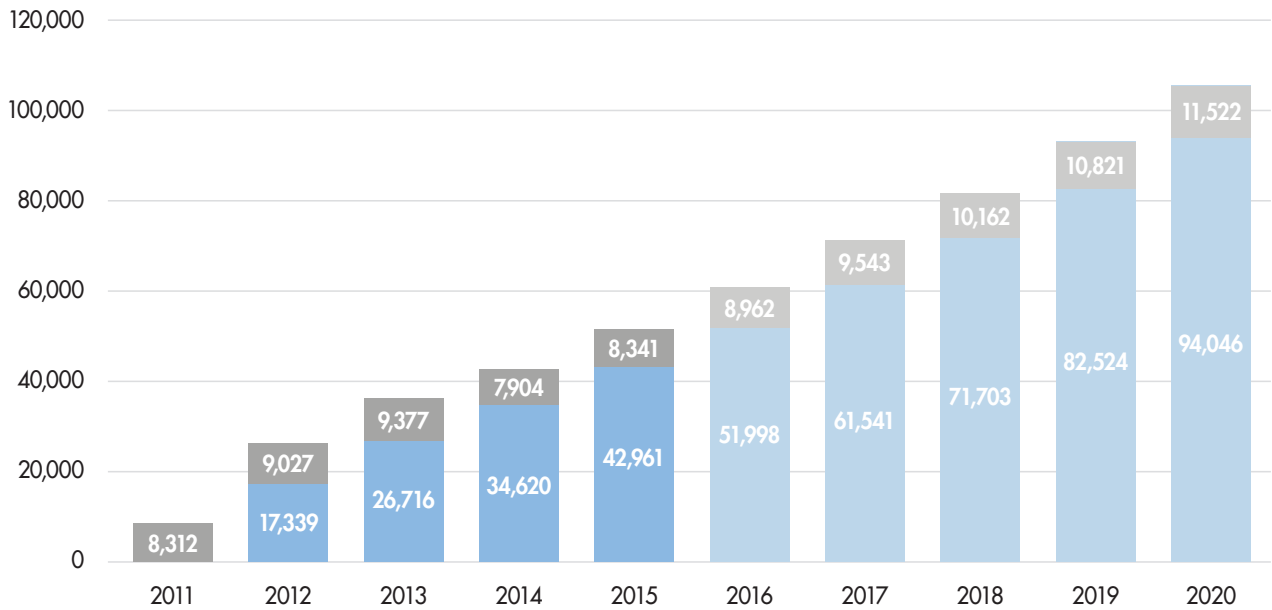
Total breaks down into two categories:

Program Certificates	7,583
Occupational Upgrades	757

UCAT CERTIFICATES 2011-2020

■ Annual Rewards ■ Cumulative Total

Lighter shaded areas represent projected totals.



CAPITAL FACILITY PRIORITIES

Adequate facilities are essential to training the workforce in the skills necessary for Utah to be competitive. With assistance from industry, the legislature, and communities, UCAT campuses strive to have state-of-the-art buildings, labs, and equipment that meet the standards industry needs now and for the future. This page highlights UCAT’s top building priorities.



Mountainland Applied Technology College, Thanksgiving Point Technology Building

Project Cost — \$23,959,330 Square Footage — 80,000 O&M — \$616,800



Bridgerland Applied Technology College, Health Science and Technology Building

Project Cost — \$ 27,935,830 Square Footage — 91,500 O&M — \$705,500

CAPITAL FACILITY PRIORITIES



Davis Applied Technology College, Allied Health Building

Project Cost — \$ 25,593,970 Square Footage — 85,000 O&M — \$655,350



Ogden-Weber Applied Technology College, Business Depot Ogden Build-Out

Project Cost — \$6,340,440 Square Footage — 43,605 O&M — \$336,195

UCAT CAMPUS CERTIFICATES

MEMBERSHIP HOUR HISTORY

		FY11	FY12	FY13	FY14	FY15	FY14 to FY15 Growth	
BATC	Adult	269,475	241,527	275,885	359,936	363,149	3,213	0.89%
	High School	876,467	856,032	772,078	721,523	659,121	(62,402)	-8.65%
	Total	1,145,942	1,097,559	1,047,963	1,081,459	1,022,270	(59,189)	-5.47%
DATC	Adult	263,040	219,937	206,592	229,301	251,798	22,497	9.81%
	High School	1,445,298	1,314,258	1,197,770	1,093,240	1,165,779	72,539	6.64%
	Total	1,708,338	1,534,195	1,404,362	1,322,541	1,417,577	95,036	7.19%
DXATC	Adult	49,489	42,283	34,638	46,539	53,325	6,786	14.58%
	High School	222,336	225,640	219,188	261,847	303,914	42,067	16.07%
	Total	271,825	267,923	253,826	308,386	357,239	48,853	15.84%
MATC	Adult	345,932	377,467	409,941	392,877	399,247	6,370	1.62%
	High School	497,668	492,153	512,400	524,144	597,708	73,564	14.04%
	Total	843,600	869,620	922,341	917,021	996,955	79,934	8.72%
OWATC	Adult	237,415	223,573	220,051	176,504	211,602	35,098	19.89%
	High School	1,019,162	1,056,044	954,265	921,981	908,776	(13,205)	-1.43%
	Total	1,256,577	1,279,617	1,174,316	1,098,485	1,120,378	21,893	1.99%
SWATC	Adult	94,121	80,286	74,595	87,177	91,687	4,510	5.17%
	High School	202,904	217,300	168,280	144,525	132,240	(12,285)	-8.50%
	Total	297,025	297,586	242,875	231,702	223,927	(7,775)	-3.36%
TATC	Adult	3,627	4,995	3,824	7,941	12,598	4,657	58.65%
	High School	70,270	81,807	84,715	118,736	124,454	5,718	4.82%
	Total	73,897	86,802	88,539	126,677	137,052	10,375	8.19%
UBATC	Adult	265,037	273,605	212,275	211,283	243,095	31,812	15.06%
	High School	379,615	388,183	322,722	337,031	296,953	(40,078)	-11.89%
	Campus Total	644,652	661,788	534,997	548,314	540,048	(8,266)	-1.51%

UCAT TOTALS	Adult	1,528,136	1,463,673	1,437,801	1,511,558	1,626,501	114,943	7.60%
	High School	4,713,720	4,631,417	4,231,418	4,123,027	4,188,945	65,918	1.60%
	Total	6,241,856	6,095,090	5,669,219	5,634,585	5,815,446	180,861	3.21%

STUDENT HEADCOUNT HISTORY

		FY11	FY12	FY13	FY14	FY15	FY14 to FY15 Growth	
BATC	Adult	1,957	1,686	1,737	1,722	1,786	64	3.72%
	High School	5,151	4,891	4,253	3,860	3,561	(299)	-7.75%
	Total	7,108	6,577	5,990	5,582	5,347	(235)	-4.21%
DATC	Adult	1,661	1,375	1,095	946	1,086	140	14.80%
	High School	6,661	6,204	5,197	4,923	5,160	237	4.81%
	Total	8,322	7,579	6,292	5,869	6,246	377	6.42%
DXATC	Adult	522	843	985	730	951	221	30.27%
	High School	6,017	5,836	6,108	5,693	6,680	987	17.34%
	Total	6,539	6,679	7,093	6,423	7,631	1,208	18.81%
MATC	Adult	1,284	1,349	1,422	1,284	1,259	(25)	-1.95%
	High School	3,449	2,702	2,375	2,456	2,925	469	19.10%
	Total	4,733	4,051	3,797	3,740	4,184	444	11.87%
OWATC	Adult	1,360	1,293	1,219	1,028	1,203	175	17.02%
	High School	4,232	4,066	4,008	3,924	4,221	297	7.57%
	Total	5,592	5,359	5,227	4,952	5,424	472	9.53%
SWATC	Adult	1,048	880	644	798	839	41	5.14%
	High School	945	1,035	789	743	669	(74)	-9.96%
	Total	1,993	1,915	1,433	1,541	1,508	(33)	-2.14%
TATC	Adult	26	31	30	44	86	42	95.45%
	High School	424	413	401	563	555	(8)	-1.42%
	Total	450	444	431	607	641	34	5.60%
UBATC	Adult	1,553	1,399	1,269	1,348	1,449	101	7.49%
	High School	5,202	5,374	4,440	4,542	3,791	(751)	-16.53%
	Campus Total	6,755	6,773	5,709	5,890	5,240	(650)	-11.04%

UCAT TOTALS	Adult	9,411	8,856	8,401	7,900	8,659	759	9.61%
	High School	32,081	30,521	27,571	26,704	27,562	858	3.21%
	Total	41,492	39,377	35,972	34,604	36,221	1,617	4.67%

COMPLETION HISTORY

		FY14	FY15	FY14 to FY15 Growth	
BATC	Certificate-seeking	79.16%	67.27%	-11.89%	-15.02%
	Occupational upgrade	94.35%	98.11%	3.76%	3.99%
	Other post-secondary	91.93%	85.42%	-6.51%	-7.08%
	Secondary	84.89%	92.37%	7.48%	8.81%
	Total/Composite	88.55%	86.93%	-1.62%	-1.83%
DATC	Certificate-seeking	64.43%	62.83%	-1.60%	-2.48%
	Occupational upgrade	87.91%	94.93%	7.02%	7.99%
	Other post-secondary	90.75%	90.34%	-0.41%	-0.45%
	Secondary	93.32%	93.99%	0.67%	0.72%
	Total/Composite	80.09%	80.12%	0.03%	0.04%
DXATC	Certificate-seeking	68.06%	82.84%	14.78%	21.72%
	Occupational upgrade	99.54%	99.77%	0.23%	0.23%
	Other post-secondary	83.52%	78.22%	-5.30%	-6.35%
	Secondary	96.77%	94.63%	-2.14%	-2.21%
	Total/Composite	98.24%	97.98%	-0.26%	-0.26%
MATC	Certificate-seeking	81.17%	80.92%	-0.25%	-0.31%
	Occupational upgrade	85.99%	87.36%	1.37%	1.59%
	Other post-secondary	93.30%	97.84%	4.54%	4.87%
	Secondary	87.88%	92.54%	4.66%	5.30%
	Total/Composite	85.62%	87.58%	1.96%	2.29%
OWATC	Certificate-seeking	67.86%	67.85%	-0.01%	-0.01%
	Occupational upgrade	76.38%	94.97%	18.59%	24.34%
	Other post-secondary	71.16%	77.05%	5.89%	8.28%
	Secondary	76.34%	80.99%	4.65%	6.09%
	Total/Composite	70.88%	77.80%	6.92%	9.76%

COMPLETION HISTORY

		FY14	FY15	FY14 to FY15 Growth	
SWATC	Certificate-seeking	74.34%	67.27%	-7.07%	-9.51%
	Occupational upgrade	95.24%	98.11%	2.87%	3.01%
	Other post-secondary	83.64%	85.42%	1.78%	2.13%
	Secondary	91.85%	92.37%	0.52%	0.57%
	Total/Composite	86.51%	86.93%	0.42%	0.49%
TATC	Certificate-seeking	49.22%	58.39%	9.17%	18.63%
	Occupational upgrade	76.47%	89.47%	13.00%	17.00%
	Other post-secondary	63.11%	61.11%	-2.00%	-3.17%
	Secondary	68.57%	64.81%	-3.76%	-5.48%
	Total/Composite	56.31%	62.38%	6.07%	10.78%
UBATC	Certificate-seeking	87.32%	82.11%	-5.21%	-5.97%
	Occupational upgrade	98.52%	99.49%	0.97%	0.98%
	Other post-secondary	84.18%	44.69%	-39.49%	-46.91%
	Secondary	92.88%	93.51%	0.63%	0.68%
	Total/Composite	95.15%	93.55%	-1.60%	-1.68%

UCAT TOTALS	Certificate-seeking	72.31%	71.59%	-0.72%	-1.00%
	Occupational upgrade	97.34%	98.21%	0.87%	0.89%
	Other post-secondary	86.86%	83.13%	-3.73%	-4.29%
	Secondary	88.58%	91.32%	2.74%	3.09%
	Total/Composite	87.57%	88.43%	0.86%	0.98%

HIGH SCHOOL ACCESS

High School Participation	FY13	FY14	FY15	Growth	+ or -
Membership Hours	1,437,801	1,511,588	1,626,501	114,942	7.60%
Student Headcount	8,401	7,900	8,658	758	9.59%
Program Certificates	1,129	1,367	1,375	8	0.58%

SECONDARY STUDENTS	MEMBERSHIP HOURS	STUDENT HEADCOUNT
BATC	363,149	1,786
DATC	251,198	1,086
DXATC	53,325	951
MATC	399,247	1,259
OWATC	211,602	1,203
SWATC	91,687	839
TATC	12,598	86
UBATC	243,095	1,449

Employers Have Impact on Success

UCAT ensures that program standards are met with an emphasis on high-demand, high-wage, and high-skills jobs in Utah’s business and industry through mailers, career fairs, campus tours, open houses and parent nights to prospective students and the community.

EMPLOYER COMMITTEES ADVISING PROGRAMS

Employers play a vital role in UCAT’s mission to provide market-driven technical education. Partnerships with ATCs and local employers ensure that every program is providing the most current and relevant curriculum, labs and equipment to students. Students leave job-ready because of the frequent interaction with employers who know the industry and technical skills needed to be successful in the job market.

Employers who serve on advisory committees hire UCAT students and often provide internships, equipment, assistance at campus events, and expertise to enhance new and current programs. Each campus has selected one outstanding member to highlight in this report.

Total Campus Programs	433
Employer Advisory Committees	159
Employer Representatives	1,496

STAR EMPLOYER ADVISORS



Robert Ashby

Autonomous Solutions Inc.
Bridgerland ATC

Robert has served on the Electronic Engineering advisory committee and volunteered at Career Days by creating stimulating activities for students. In addition; his company, Autonomous Solutions, sponsored the Robotics Fair event on campus. His enthusiasm for education and student success is contagious and evident in his involvement outside of the regular scheduled meetings. His visionary presence infuses excitement, passion, and knowledge into the program.

STAR EMPLOYER ADVISORS



Sam Paget

Albertson's LLC
Davis ATC

Sam is an asset to our committee and program. Sam has served on DATC's employer advisory committee for Diesel/Heavy Duty Technology for over 10 years, and inspires students to excel in their careers. Sam employs DATC graduates, as well as facilitates equipment donations to DATC that allow students to stay current with industry.



Jason Fransen

Viracon
Dixie ATC

Jason leads the charge as a keystone industry partner for all DXATC Manufacturing programs and currently sits on all of the Manufacturing employer advisory committees. Jason has been instrumental in establishing on-the-job performance evaluations, training experiences and experiential learning opportunities. Over the last four years, Jason and Viracon, have donated thousands of dollars in time, materials, equipment, and guidance, and will continue to play a vital role in DXATC programs.



Brent Peterson

Alliance Health
Mountainland ATC

Brent takes his role as a member of the advisory committee seriously and has never missed a meeting. He gives great suggestions and feedback. Most recently, Brent has been a partner in putting together additional sections of the Pharmacy Technician program to train Alliance Health employees to become licensed technicians.

STAR EMPLOYER ADVISORS



Brad Willson

Wadman Corporation
Ogden-Weber ATC

Brad has served on the Ogden-Weber ATC's Construction Technology employer advisory team for over 12 years and is a firm believer in technical education. He has identified himself as primarily a kinesthetic learner which is why he understands the importance of hands-on training. Wadman Corporation has hired numerous Ogden-Weber students over the years and partners with the college in providing a trained workforce for the construction industry.

STAR EMPLOYER ADVISORS



Joni Anderson

SUU Small Business Development Center & Procurement Asst. Center
Southwest ATC

Joni provides in-depth, high-quality, one-on-one business counseling sessions to entrepreneurs and potential entrepreneurs. She serves on the board of the Chamber of Commerce Women in Business committee and is a member of the SWATC Business advisory council for the Administrative & Digital Design department. Since 2012, in her role on the advisory team, Joni provides valuable guidance for the programs on the SWATC campus.



Lori Haines Little

Detroit Diesel Remanufacturing LLC
Tooele ATC

Lori has been a member of the Transportation Technologies EAC for the past two years. She has been a catalyst on Diesel Technologies; offering her expert advice in curriculum development, advising about employment trends, and developing the lab to ensure students have the best equipment to work on.

When a problem for their donated Series 60 engine arose last year, Lori sent an expert to educate and train both the instructor and the students. The DD15 engine they donated this year is another example of the generosity of Lori and her team.



Cameron Cutch

Crescent Point Energy
Uintah Basin ATC

Cameron serves as one of the key members of the Petroleum Technology certificate program board. Not only does he help direct and guide curriculum development for one of the most dynamic and lucrative subjects: oil and gas. But he has built a strong partnership by bridging Crescent Point Energy, the Ute Tribe and UBATC to help meet the technical education needs of Uintah Basin residents. Thanks to Cameron's efforts, and the generosity of Crescent Point Energy's monetary donations, UBATC has been continually able to meet and exceed the standards set by local industry.

CUSTOM FIT PROGRAM

Providing Relevant Training for Today’s Economy

Through ten service regions – Bridgerland, Central, Davis, Dixie, Mountainland, Ogden-Weber, Tooele, Southeast, Southwest and Uintah Basin – the Custom Fit program continues to support economic and workforce development throughout the state by providing customized training for employers. Funding comes through the Utah Legislature, whose progressive vision for education has focused the program’s efforts on maintaining a vibrant, trained workforce for today’s economy.

Increasing the effectiveness of the workforce continues to be a major focus for employers who understand the importance of investing in their people to remain competitive in the local, national and global markets. Custom Fit is proud to be a vital partner in providing training services and resources that ensure Utah’s economic stability.

Vision for the Future

Custom Fit approaches training believing that employees with better skills generate stronger business, which make stronger communities, which are fundamental to the economic health and well-being of Utah.

For 30 years, the Custom Fit program has partnered with business and industry to develop a sustainable and effective workforce that assists Utah companies in developing their employees’ skills, knowledge base and abilities to:

- » Expand or prepare for growth,
- » Enhance productivity,
- » Maintain a competitive edge in their respective industries.

Each participating company covers a portion of the training costs which affords Utah employers an opportunity to leverage limited resources. Custom Fit provides training for large and small companies across all industries, including manufacturing, mining, construction, service, processing, technology, healthcare, etc.

Training may focus on:

- » Certificate areas for professional development, trades, or health and safety
- » Technical skills for manufacturing and professional careers
- » Employee or business development skill-sets

Custom Fit Program Service FY15	
Number of Companies Served	1,356
Number of Trainees Served	15,454
Number of Hours of Instruction	315,823
Appropriated Budget	\$3,589,113
Company Contribution	\$2,283,373

Add QR code or link for complete employer listing

Service Region	
Box Elder, Cache, Rich Counties	
Campuses	
Logan (main), Brigham City, Rich	
Certificates Earned	
863	Program Certificates
0	Occupational Certificates
863	Total
Membership Hours	
659,121	Adult
363,149	High School
1,022,270	Total
Student Headcount	
3,561	Adult
1,786	High School
5,347	Total
Completion Rates FY15	
67.27%	Certificate-Seeking
98.11%	Occupational Upgrade
85.42%	Other Adult
92.37%	High School
86.93	Total/Composite
Custom Fit	
Companies Served	
Trainees	
Appropriated Budget FY15	
\$12,407,400	
Appropriated Budget FY16	
\$12,739,100	
Capital Facilities FY16	
Leased	
State-Owned	
Total	



Board of Directors

Michael J. Madsen, Chair <i>Michael J. Madsen Construction</i>	Eric Wamsley <i>Rich School District</i>
Brian T. Leishman, Vice Chair	Jeffrey S. Packer <i>All Pro Real Estate</i>
Ann Geary <i>Logan City School District</i>	Karen Hess <i>Div. of Workforce Services</i>
Carrie Ann Johnson <i>Box Elder School District</i>	Dr. Scott L. Theurer
Dave Brown <i>Western AgCredit</i>	Roger D. Pulsipher <i>Cache School District</i>
Dr. David R. Woolstenhulme <i>Utah State University</i>	

MINDI WARD

Since Mindi was named Student of the Year for BATC, she has completed her Practical Nursing (PN) certificate, successfully passed her NCLEX-PN board examination, and given birth to a healthy baby boy. She was accepted to the WSU/BATC RN program and began her studies in August.



Service Region
Box Elder, Cache, Rich Counties

Campuses
Logan (main), Brigham City, Rich

Certificates Earned
1,468 Program Certificates
178 Occupational Certificates

1,646 Total

Membership Hours
1,165,779 Adult
251,798 High School

1,417,577 Total

Student Headcount
5,160 Adult
1,086 High School

6,246 Total

Completion Rates FY15
62.83% Certificate-Seeking
94.93% Occupational Upgrade
90.34% Other Adult
93.99% High School

80.12% Total/Composite

Custom Fit
Companies Served
Trainees

Appropriated Budget FY15
\$14,466,800

Appropriated Budget FY16
\$15,008,400

Capital Facilities FY16
Leased
State-Owned

Total



Board of Directors

- Michael E. Jensen, Chair**
Davis Hospital & Medical Center, CEO

Michael Blair, Vice-Chair
Harris Corporation

Stuart Eyring
Orbit Irrigation Products, Inc.

K.O. Murdock
Murdock Chevrolet

Brad Walters
Monnit Corporation

Bart Warner
Warner Truckland
- Joy de Lisser**
Orbital ATK

Larry W. Smith
Davis School District

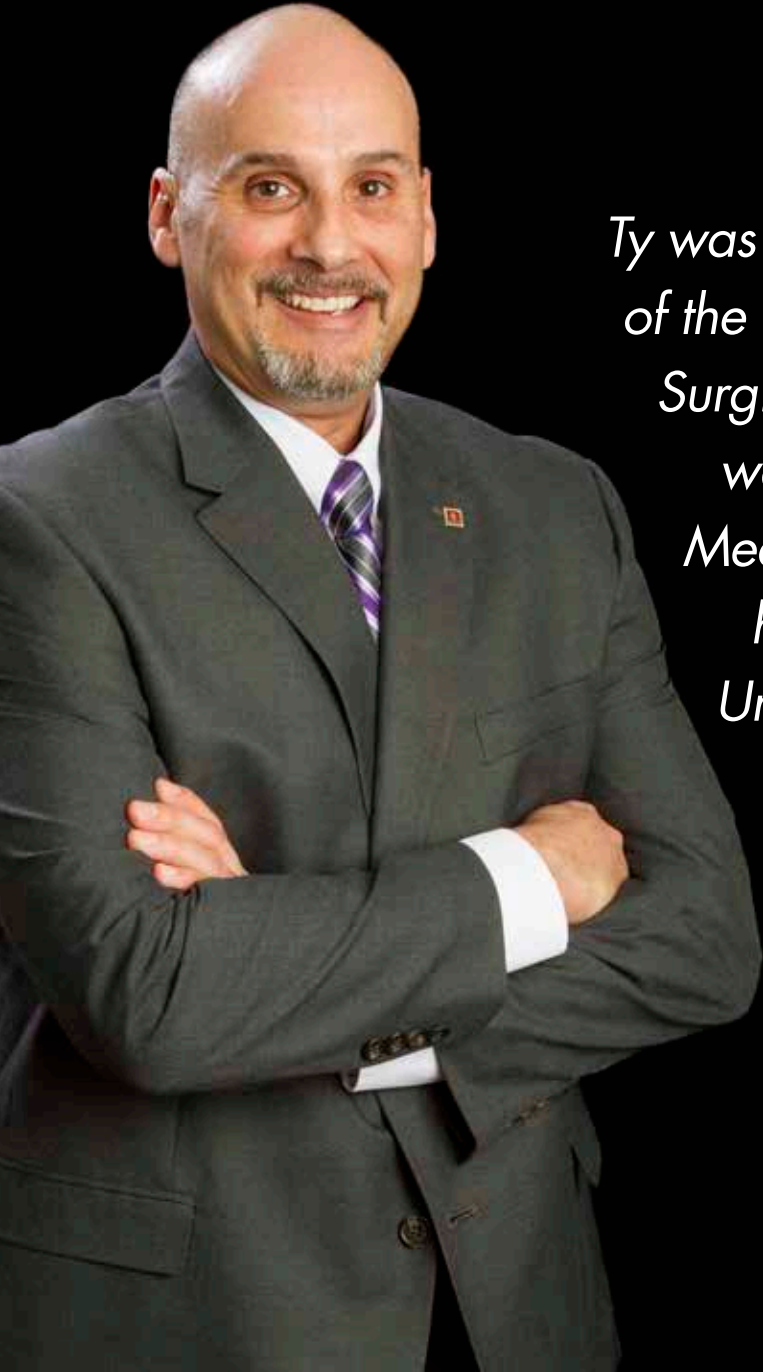
Neil Carrigan
Morgan School District

Karen Fairbanks
Weber State University Board of Directors

David S. Hansen
Hill Air Force Base, Ex Officio

TY JARRY

Ty was named as the DATC Student of the Year. He graduated from the Surgical Technician program and was hired by Ogden Regional Medical Center. Ty is continuing his education at Weber State University where he is enrolled in the Pre-Physician Assistant program and plans to go onto a PA program



Service Region	
Box Elder, Cache, Rich Counties	
Campuses	
Logan (main), Brigham City, Rich	
Certificates Earned	
631	Program Certificates
139	Occupational Certificates
770	Total
Membership Hours	
303,914	Adult
53,325	High School
357,239	Total
Student Headcount	
6,680	Adult
951	High School
7,631	Total
Completion Rates FY15	
82.84%	Certificate-Seeking
99.77%	Occupational Upgrade
78.22%	Other Adult
94.63%	High School
97.98%	Total/Composite
Custom Fit	
Companies Served	
Trainees	
Appropriated Budget FY15	
\$3,542,700	
Appropriated Budget FY16	
\$4,097,800	
Capital Facilities FY16	
Leased	
State-Owned	
Total	



Board of Directors

- Darcy Stewart**
SunRiver Development

Ray Odette
Ideal Distributors/ASET

Mike Housley
St. George Steel

Dave Stirland
WCSD School Board Representative

Ed Burgess
Quality Development
- Jon Pike**
DSU Board of Trustees Representative

Stephen Wade
Stephen Wade Automotive

Rod Savage
Savage, Esplin & Radmall PC

Mark Fahrenkamp
Fahrenkamp, Inc.

Mitch Cloward, Chair
Dixie Regional Medical Center

KASIDI HAVENS

Kasidi has realized she can do anything after being named Student of the Year at DXATC. She plans to complete a Bachelor’s degree and finish her pre-requisites for pharmacy school. She is currently working at Stapley Pharmacy and working at DXATC during lab nights in the Pharmacy Technician program.



Service Region	
Box Elder, Cache, Rich Counties	
Campuses	
Logan (main), Brigham City, Rich	
Certificates Earned	
2,182	Program Certificates
427	Occupational Certificates
2,609	Total
Membership Hours	
597,708	Adult
399,247	High School
996,955	Total
Student Headcount	
2,925	Adult
1,259	High School
4,184	Total
Completion Rates FY15	
80.92%	Certificate-Seeking
87.36%	Occupational Upgrade
97.84%	Other Adult
92.54%	High School
87.58%	Total/Composite
Custom Fit	
Companies Served	
Trainees	
Appropriated Budget FY15	
\$9,105,200	
Appropriated Budget FY16	
\$10,765,400	
Capital Facilities FY16	
Leased	
State-Owned	
Total	



Board of Directors

Karen Acerson <i>UVU</i>	Shad Sorenson <i>Wasatch School District</i>
Paul Hill <i>Alpine School District</i>	Jim Evans <i>Xactware</i>
Laura Richards <i>Flowserve</i>	Wayne Anderson <i>Farmer/Rancher</i>
Terri Hunter <i>American Fork Hospital</i>	Arthur Newell <i>American West Bank</i>
Tim Osborn, Vice Chair <i>ITT Exelis Inc.</i>	Craig Hicken <i>South Summit School District –</i>
Jonathan Niedfeldt <i>Digital Acoutics</i>	Vern Williams <i>North Summit School District</i>
Randall Boothe, Chair <i>Nebo School District</i>	

JORDAN DAHL

Jordan has been attending UVU since being named MATC Student of the Year. He works for Alpine Pediatrics and volunteers as an MA at the Melihah Free Health Clinic in Salt lake City. Next fall Jordan plans to apply to Physician Assistant (PA) school and pursue his education as a PA.



Service Region	
Box Elder, Cache, Rich Counties	
Campuses	
Logan (main), Brigham City, Rich	
Certificates Earned	
1,240	Program Certificates
0	Occupational Certificates
1,240	Total
Membership Hours	
908,776	Adult
211,602	High School
1,120,378	Total
Student Headcount	
4,221	Adult
1,203	High School
5,424	Total
Completion Rates FY15	
67.85%	Certificate-Seeking
94.97%	Occupational Upgrade
77.05%	Other Adult
80.99%	High School
77.80%	Total/Composite
Custom Fit	
Companies Served	
Trainees	
Appropriated Budget FY15	
\$14,250,400	
Appropriated Budget FY16	
\$14,541,800	
Capital Facilities FY16	
Leased	
State-Owned	
Total	



Board of Directors

- Troy Bullard**
General Manager, Larry H. Miller

Thomas Hardy
Thomas Hardy Salons

Steve Moore, Chair
Retired, Barnes Group, Inc.

Dean Oborn, Retired
Weber School District Board of Directors

Jerry Ropelato
CEO, WhiteClouds

Frank Ruiz
CEO, International Armoring
- Kevin Sullivan**
WSU Board of Trustees

Richard Taylor
Executive Director, Mckay-Dee Hospital Foundation

Matt Wardle
President/CEO, J.D. Machine

Joyce Wilson, Vice Chair
Retired, Ogden City Schools Board of Trustees

GARRETT CHATELAIN

Garrett was selected as the OWATC Student of the Year. He completed the Practical Nursing program and went on to finish the RN program through Weber State University. He plans to become a Nurse Practitioner and is currently working at Primary Children’s Hospital in the neuro-trauma unit.



Service Region	
Box Elder, Cache, Rich Counties	
Campuses	
Logan (main), Brigham City, Rich	
Certificates Earned	
211	Program Certificates
0	Occupational Certificates
211	Total
Membership Hours	
132,240	Adult
91,687	High School
223,927	Total
Student Headcount	
669	Adult
839	High School
1,508	Total
Completion Rates FY15	
67.27%	Certificate-Seeking
98.11%	Occupational Upgrade
85.42%	Other Adult
92.37%	High School
86.93%	Total/Composite
Custom Fit	
Companies Served	
Trainees	
Appropriated Budget FY15	
\$3,711,900	
Appropriated Budget FY16	
\$4,280,800	
Capital Facilities FY16	
Leased	
State-Owned	
Total	



Board of Directors

List Here

HARSH KANSAGRA

Harsh, the SWATC Student of the Year, did not hit pause after the celebration. He completed the Advanced EMT program, obtained the state AEMT license, and began working with Gold Cross Ambulance in Iron County. Harsh also has a double-major from SUU and is currently applying to over 25 medical schools.



Service Region	
Box Elder, Cache, Rich Counties	
Campuses	
Logan (main), Brigham City, Rich	
Certificates Earned	
206	Program Certificates
13	Occupational Certificates
219	Total
Membership Hours	
124,454	Adult
12,598	High School
137,052	Total
Student Headcount	
555	Adult
86	High School
641	Total
Completion Rates FY15	
58.39%	Certificate-Seeking
89.47%	Occupational Upgrade
61.11%	Other Adult
64.81%	High School
62.38%	Total/Composite
Custom Fit	
Companies Served	
Trainees	
Appropriated Budget FY15	
\$3,151,500	
Appropriated Budget FY16	
\$3,261,100	
Capital Facilities FY16	
Leased	
State-Owned	
Total	



Board of Directors

- Kathy Taylor**
TCSO Board Member

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Energy Solutions, Retired

Matthew Potter
Cargill

Marvin Shafer
Cygnus Labs, LLC

Dr. Donna Dillingham-Evans
USU-Tooele
- Doug Allred**
All-Tech Electric

Charles Hansen
Detroit Reman

Dave Ulery
Carlisle SynTech

Dave Haskell
Operations Manager, Walmart DC

Thomas Bingham, Vice-Chair
Utah Manufacturing Association, Retired

WANDA HELD

Wanda was selected as the TATC and UCAT Student of the Year. She is currently working as head Medical Assistant (MA) at an IHC Family Practice in Taylorsville. She has furthered her education by taking medical Spanish and plans to go back to school and complete her RN.



Service Region	
Box Elder, Cache, Rich Counties	
Campuses	
Logan (main), Brigham City, Rich	
Certificates Earned	
782	Program Certificates
0	Occupational Certificates
782	Total
Membership Hours	
296,953	Adult
243,095	High School
540,048	Total
Student Headcount	
3,791	Adult
1,449	High School
5,240	Total
Completion Rates FY15	
82.11%	Certificate-Seeking
99.49%	Occupational Upgrade
44.69%	Other Adult
93.51%	High School
93.55%	Total/Composite
Custom Fit	
Companies Served	
Trainees	
Appropriated Budget FY15	
\$6,961,100	
Appropriated Budget FY16	
\$7,189,600	
Capital Facilities FY16	
Leased	
State-Owned	
Total	



Board of Directors

Mike Angus	Development)
Randall Bennett	Bob Peterson (Vice President of Student Services and Marketing)
Mark Caldwell	Keith Sprouse (Vice President of Finance)
Deena Mansfield	Bob Naylor (Vice President of Instruction)
Paul Hacking (Vice Chair)	Aaron Weight (President of UBATC)
Marcia Barber	Trenna Ballou (Executive Assistant to the President)
Bill Ryan (Chairman)	
Shawn Metcalf (Human Resource/Controller)	
Tammy Wilkerson (Associate Vice President of Program	

JUNE CORBETT

June recently accepted an office position with a local dentist. While visiting the UBATC, a student turned and said, "Hey, I know you, you're that lady in that big picture at the front of the building." June smiled, shook her hand, and answered, "Yes, I am June Corbett, Student of the Year. It's very nice to meet you."



UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: II.N

TOPIC: Strategic Planning for Statewide Education Plan

BACKGROUND

In the 11 June 2005 Board of Trustees meeting, President Brems provided a review of a new statewide education strategic planning effort that is developing under Governor Herbert's Education Excellence Commission, and indicated that UCAT and campus boards of directors would need to take action to begin development of individual plans that will be included in Governor Herbert's Utah Statewide Education Plan. ([Click here to view the Education Plan Development Strategy provided in the meeting.](#))

UCAT's current ten-year strategic plan was developed and approved by the Board of Trustees on 22 September 2011. UCAT President's Office staff have drafted an initial framework for an updated 2015-2025 UCAT strategic plan (attached) that incorporates the eight anchors outlined in the Governor's statewide plan. The framework includes elements of the 2011 plan that might be relevant to the updated plan, and suggests additional elements called for in the Governor's plan that might be considered.

The eight campuses have begun and will continue to develop complementary plans utilizing the eight anchors as part of their ongoing strategic planning efforts.

RECOMMENDATIONS

UCAT administration recommends the Board of Trustees review and approve the UCAT Strategic Planning 2015-2025 draft, with authorization to the UCAT President to further develop and finalize the plan for inclusion in the Utah Statewide Education Plan in consultation with the President's Cabinet and the Governor's Education Excellence Commission.

Attachments: UCAT Strategic Planning 2015-2025 (conceptual draft 9/12/2015)
UCAT Strategic Planning 2011-2020



UCAT Strategic Planning 2015-2025

*Integrated with Governor Gary R. Herbert's
Utah Statewide Education Plan*



Conceptual Draft September 14, 2015

Anchor 1: Increase Content Proficiency and Achievement for Every Student

The Utah College of Applied Technology will increase student achievement and content proficiency by:

- A. Assuring that all programs and courses align with current and future career competencies needed by employers, through direct employer involvement with advisory committees.
- B. Increasing the numbers and enhancing the role of employer representatives participating in each program advisory committee, validating program competencies, and providing work-based learning and employment opportunities.
- C. Developing work-based learning opportunities with supportive and rigorous parameters for every certificate program.
- D. Improving the tracking of competency mastery in campus student information systems.
- E. Maintaining completion rates of ??% for each certificate program.
- F. Maintaining placement rates of ??% for each certificate program.
- G. Increasing the number of industry certifications available to and achieved by students.

Anchor 2: Expand Access, Participation, and Completion

The Utah College of Applied Technology will expand opportunities for access, participation, and completion from early childhood through postsecondary education by:

- A. Continuing and enhancing focus on UCAT's role in providing career and technical education culminating in a postsecondary certificate.
- B. Accelerating the annual rate of UCAT-awarded postsecondary certificates from 8,300 in FY 2015 to 11,522 in FY 2020, in support of meeting the projected need for 13% of Utahns to hold a certificate in support of Utah's 66% by 2020 goal. Maintaining an annual certificate award rate from FY 2021 to FY 2025 consistent with annual population growth and statewide needs to sustain the 13% certificate level in the population.

- C. Increasing annual UCAT student headcount from 36,200 in FY 2015 to ??? in FY 2025 (consider a more focused goal on number of certificate-seeking students and number of secondary students, consistent with focus on certificate attainment and pathways through high school).
- D. Increasing annual UCAT budget-related membership hours from 5,782,000 in FY 2015 to ??? in FY 2025.
- E. Accelerating the annual number of 900+ hour UCAT postsecondary certificates awarded as a market-driven postsecondary pathway for students to obtain gainful and skilled employment and/or pursue postsecondary degree(s).
- F. Establishing a \$?? UCAT Scholarship Program (awarded annually) to promote and increase technical training.
- G. Increasing the recognition of secondary students who complete and are awarded UCAT certificates prior to August 31 following their high school graduation.
- H. Completing the process of articulating all 900+ hour UCAT postsecondary certificates with postsecondary degree programs while maintaining a primary focus on market-driven postsecondary pathways for students to obtain gainful and skilled employment.

Anchor 3: Enhance Educator Preparation and Professional Practice

The Utah College of Applied Technology will increase the effectiveness of educators, administrators, and staff who support education by:

- A. Developing discipline-specific faculty and staff networks across all campuses that meet at twice yearly and collaborate throughout the year in sharing best industry, teaching, and occupational practices.
- B. Enhancing annual UCAT professional development conferences and campus professional development activities.
- C. Developing opportunities in every program for faculty experiences in the workplace and for practicing workers to participate in teaching and mentoring students.

Anchor 4: Identify and Target Resources to Maximize Outcomes

The Utah College of Applied Technology's funding and resource needs include:

\$??	Program capacity development
\$??	UCAT Scholarship Program
\$??	Custom Fit

\$???	Northstar Student Information System (also consider needs for fiscal systems, financial aid systems, etc.)
\$???	Campus building projects
\$???	Professional development
\$???	Other

These funding needs may be met by:

- A. Legislative appropriations
- B. Assessments from campus budgets
- C. Student tuition/fees
- D. Business/industry/employer or community/foundation contributions

The Utah College of Applied Technology will target and efficiently use resources to maximize identified outcomes by:

- A. Developing funding models to ensure a strong future for the UCAT system specifically focusing on the initial development of the newer/smaller campus budgets and facilities and continued development of the mature/larger campus budgets and facilities.
- B. Obtaining legislative approval/funding for the construction of the Mountainland Applied Technology College Central Utah County Campus, the Bridgerland Applied Technology College Health Science and Technology Building, and the Davis Applied Technology College Medical building expansion.
- C. Other...

Anchor 5: Meet Critical Economic and Employer Needs

The Utah College of Applied Technology will respond to state and local economic needs, supply necessary workers, and meet changing requirements of a skilled workforce by:

- A. Assuring that all programs and courses align with current and future career competencies needed by employers, through direct employer involvement with advisory committees.
- B. Increasing the numbers and enhancing the role of employer representatives participating in each program advisory committee, validating program competencies, and providing work-based learning and employment opportunities.
- C. Maintaining completion rates of ??% for each certificate program.

- D. Maintaining placement rates of ??% for each certificate program.
- E. Promoting and increasing the use of the UCAT Custom Fit program to support economic development and to assist Utah employers in continuous improvement of skills of their employees.
- F. Increasing the number of companies served by Custom Fit programs at UCAT campuses to ??? by 2025.
- G. Increasing the number of trainees served by Custom Fit programs at UCAT campuses to ??? by 2025.
- H. Achieving a \$??? increase in the UCAT Custom Fit program.

Anchor 6: Enhance Partnerships

The Utah College of Applied Technology will establish or enhance partnerships with other education agencies, non-profit organizations, communities, business and industry, and families by:

- A. Promoting acceptance within the Utah culture to create and reinforce a dual path that begins in high school and can lead directly to gainful and quality employment within a year of high school completion through the achievement of a UCAT postsecondary certificate.
- B. Accelerating public awareness efforts to reach increased numbers of employers, students and parents with a goal of increasing participation of high school students in UCAT programs.
- C. Working with the State Board of Education and Local Education Agencies to increase the number of secondary students who enroll in UCAT courses and who complete and are awarded UCAT certificates prior to August 31 following their high school graduation.
- D. Working with the State Board of Regents and USHE institutions to articulate all 900+ hour UCAT postsecondary certificates with postsecondary degree programs while maintaining a primary focus on market-driven postsecondary pathways for students to obtain gainful and skilled employment.
- E. Increasing the engagement of employers and business/industry organizations in campus program advisory committees, enhancement of Custom Fit, identification and utilization of industry certifications and licensures.

Anchor 7: Adopt Innovative and Evidence-Based Practices

The Utah College of Applied Technology will adopt innovative and evidence-based practices by:

- A. Developing an enhanced Northstar online portal to include integration with campus testing software, CANVAS learning management system.
- B. Developing a UCAT delivery model to promote technical training in underserved regions of the state which includes Custom Fit, use of remote delivery technology, online delivery etc.
- C. Increasing the use of technology-enhanced instruction and blended learning.

Anchor 8: Enhance Outcome Reporting

The Utah College of Applied Technology will report outcomes to all stakeholders as follows:

- A. Enhance richness and accuracy of completion reporting as provided in new Completion Reporting Policy (#205).
- B. Develop Placement Reporting Policy.
- C. Northstar enhancements (to be articulated).
- D. Secure ongoing funding for supporting the Northstar Student Information System through a legislative request of \$??? or other viable funding mechanism.
- E. Other...

UCAT Strategic Planning 2011-2020



The Charge of the Utah College of Applied Technology Strategic Planning Committee is to:

- Develop a comprehensive strategic plan as indicated in State Law (UCA 53B-2a-102)
- Plan and set goals for the UCAT system and eight applied technology college campuses
- Set short term (1-2 years), intermediate (3-5 years), and long term (5-10 years) goals and corresponding benchmarks

Modification of the UCAT Mission Statement

The following modification of the UCAT Mission Statement is recommended by the UCAT Strategic Planning Committee:

The mission of the Utah College of Applied Technology is to meet the needs of Utah's employers for technically-skilled workers *and to promote local and statewide economic development* by providing market-driven technical education to ~~both~~ secondary and adult students.

Aggressive Support for Governor Herbert's Vision 2020 Goal

The UCAT Strategic Planning Committee recommends continued support of the Vision 2020 goal with a focus on UCAT's role in providing career and technical education culminating in a postsecondary certificate:

By 2020 and thereafter, at least 66% of Utahns ages 20 to 64 will have a postsecondary degree or certificate, ensuring a well-educated citizenry and workforce that qualitatively and quantitatively meet the needs of Utah employers, which will lead to greater economic prosperity and a better quality of life for all Utahns.

UCAT Strategic Planning Committee Goals and Strategies:

Short Term Goals: 2011-2012

- Promote acceptance within the Utah culture to create and reinforce a dual path that begins in high school and can lead directly to gainful and quality employment within a year of high school completion through the achievement of a UCAT postsecondary certificate
- Accelerate the annual rate of UCAT-awarded postsecondary certificates from 5,446 in FY 2011 to 7,000 in FY 2012 in support of Governor Herbert's Vision 2020 Goal
- Increase annual UCAT student headcount from 41,492 in FY 2011 to 45,000 in FY 2012
- Increase annual UCAT membership hours from 6,241,856 in FY 2011 to 7,000,000 in FY 2012
- Accelerate the annual number of 900+ hour UCAT postsecondary certificates awarded as a market-driven postsecondary pathway for students to obtain gainful and skilled employment and/or pursue postsecondary degree(s)
- Accelerate public awareness efforts to reach increased numbers of employers, students and parents with a goal of increasing participation of high school students in UCAT programs
- Establish an initial \$250,000 UCAT Scholarship Program (awarded annually) to promote and increase technical training as a viable alternative to traditional higher education
- Increase the recognition of secondary students who complete and are awarded UCAT certificates prior to August 31 following their high school graduation
- Develop funding models to ensure a strong future for the UCAT system specifically focusing on the initial development of the newer/smaller campus budgets and facilities and continued development of the mature/larger campus budgets and facilities
- Complete construction of the Utah College of Applied Technology Administration and Training Facility by Summer 2012
- Complete construction of Tooele Applied Technology College main campus by Spring 2013
- Obtain legislative approval/funding for construction of the Southwest Applied Technology College Allied Health and Technology Building during the 2012 General Legislative Session
- Obtain legislative approval/funding for construction of the Dixie Applied Technology College Main Campus during the 2012 General Legislative Session
- Promote and increase the use of the UCAT Custom Fit program to support economic development and to assist Utah employers in continuous improvement of skills of their employees.

- Increase the number of companies served by Custom Fit programs at UCAT campuses to 1,000 by 2012
- Increase the number of trainees served by Custom Fit programs at UCAT campuses to 12,500 by 2012
- Achieve a \$500,000 increase in the UCAT Custom Fit program
- Release Northstar Version 2 by July 1, 2012 with initial implementation at TATC and SWATC, at MATC by Sept 1, DXATC by Oct 1, UBATC by Nov 1, OWATC by Dec 1 and DATC by Jan 2013
- Secure ongoing funding for supporting the Northstar Student Information System through a legislative request of \$110,000 or other viable funding mechanism

Intermediate Term Goals: 2013-2016

- Accelerate the annual rate of UCAT-awarded postsecondary certificates to 8,000 in FY 2013, to 9,000 in FY 2014, to 10,500 in FY 2015 and to 12,000 in FY 2016 in support of Governor Herbert's Vision 2020 Goal
- Increase annual UCAT student headcount from 41,492 in FY 2011 to 47,500 by 2016
- Increase annual UCAT membership hours from 6,241,856 in FY 2011 to 8,500,000 by FY 2016
- Complete the process of articulating all 900+ hour UCAT postsecondary certificates with postsecondary degree programs while maintaining a primary focus on market-driven postsecondary pathways for students to obtain gainful and skilled employment
- Expand the UCAT Scholarship Program to \$500,000 (awarded annually) to promote and increase technical training as a viable alternative to traditional higher education
- Accelerate the annual number of awarded UCAT certificates to 9,000 by 2014, to 10,500 by 2015 and to 12,000 by 2016 in compliance with Governor Herbert's Vision 2020 Goal
- Increase the annual number of companies served by the UCAT Custom Fit program to 1,250 by FY 2016
- Increase the annual number of trainees served by the UCAT Custom Fit program to 15,000 by FY 2016
- Achieve a funding increase in the UCAT Custom Fit program to \$4,000,000 per year
- Development of an enhanced Northstar online portal to include integration with campus testing software, CANVAS learning management system by 2015

- Obtain legislative approval/funding for the construction of the Mountainland Applied Technology College Central Utah County Campus, the Bridgerland Applied Technology College Health Science and Technology Building and the Davis Applied Technology College Medical Building Expansion
- Develop a UCAT delivery model to promote technical training in underserved regions of the state which includes Custom Fit, use of remote delivery technology, online delivery etc.

Long Term Goals: 2017-2021

- Accelerate the annual rate of UCAT-awarded postsecondary certificates to 14,000 in FY 2017, to 16,000 in FY 2018, to 18,000 in FY 2019 and to 20,200 in FY 2020 in support of Governor Herbert's Vision 2020 Goal
- Increase annual UCAT student headcount from 41,492 in FY 2011 to 50,000 by 2020
- Increase annual UCAT membership hours from 6,241,856 in FY 2011 to 10,000,000 by FY 2020
- Expand the UCAT Scholarship Program to \$1,000,000 (awarded annually) to promote and increase technical training as a viable alternative to traditional higher education
- Achieve a funding increase in the UCAT Custom Fit program to \$5,000,000 per year
- Increase the annual number of companies served by the UCAT Custom Fit program to 1,500 by FY 2020
- Increase the annual number of trainees served by the UCAT Custom Fit program to 17,500 by FY 2020
- Develop the concept of a UCAT system (Utah Colleges of Applied Technology)

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: III. T

TOPIC: Update on UCAT FY16 Marketing/Messaging Campaign, UCAT Brochure, and Student of the Year Program

BACKGROUND:

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.” UCAT did not receive ongoing marketing funds from the Legislature for FY 2016.

UCAT Marketing Director, Elsa Zweifel, met with UCAT Marketing Committee to discuss options that will capitalize on the funds in the UCAT marketing budget and build on the previous campaign **rethink EDUCATION**. The committee agreed that the campaign was gaining traction and should continue to run another year by building on the current tagline to help prospective students understand what they should “rethink.”

The Marketing Committee also opted to continue UCAT's contractual relationship with Fluid Advertising as a buying agent to make bulk purchases of media and maximize financial resources. A meeting was held with Fluid to strategize and develop a new marketing campaign that would include a new software product called Career Coach. The product will offer prospective students a chance to take a brief aptitude quiz to determine what UCAT program would be best for them. After selecting a program, they will be redirected to the campus page that offers the program. Each campus will then be able to follow-up with prospects. This product will also be available for individual campuses to use during presentations and other events.

Pre-roll ads on Pandora, along with Web Banners, YouTube Videos, Social Banners, Mobile Banners, Retargeting, LinkedIn Ads, Facebook Ads and Social Media channels will drive thousands of impressions to prospective students that live 20-30 miles around each campus to their own landing page. The landing page will showcase all the series of campaigns into one page to tell the overall story and collect the lead name in order to jump to the career planning or the campus website.

In addition, and in support of, the new campaign, a UCAT Brochure is being finalized to feature all UCAT programs offered at each campus and presents reasons why one should think about education in a new way. The brochure will be available for all campuses to use at events to share information about programs they may not offer but that another UCAT campus does.



The Student of the Year Program is in its second year with momentum growing. The SOTY Gala will be held at Little America on January 21, 2016. With no additional funding from the Legislature, it will be necessary to charge each campus for tables at the event. We suggest that each campus purchase two tables; one for the winner and their family, and one for campus administration and SOTY coordinators. Additional tables may be purchased to accommodate board members or other invited guests. Each table will seat eight people and the cost will be \$400 per table. UCAT will cover the cost of board members who serve as representatives on the UCAT Board of Trustees. We anticipate that a donation of \$8,000 (\$1,000 per campus) by Zions Bank will be awarded to each campus prior to November 21, 2015. A two-year lease for a new car or a cash award will also be given to the UCAT Student of the Year.

FISCAL IMPACT:

\$100,000: \$84,000 –Appropriated funds – UCAT President's Office FY2016 Marketing Budget
\$16,000 – (\$2,000 from each campus) for statewide cooperative marketing/messaging efforts
(campuses will continue with their own local messaging using local campus funds)

RECOMMENDATIONS:

Information/discussion only



6 Reasons to Enroll

at your local UCAT campus

- 1 Get a Job**
Certificate holders on average earn 20% more than those with a high school diploma and in some cases more than those with a bachelor's degree.
- 2 Affordable Tuition**
Students can complete most programs for the cost of one semester at a university. High school students attend tuition-free.
- 3 Flexible Scheduling**
Day, evening and summer classes are available. Take online classes on some campuses.
- 4 Hands-on Training**
Experience more doing than reading. Many programs qualify for national certifications and/or transferable credits for degrees.
- 5 Graduate Faster**
No unrelated courses like history or philosophy. Past experience can be used toward class progress. Most classes take about a year to finish.
- 6 Employer Training**
Custom Fit assists companies with training costs both on-or-off site to upgrade employees' skills.



The Utah College of Applied Technology is the parent organization of Utah's eight regional applied technology colleges (ATCs). Established by the State of Utah, UCAT provides market-driven technical education through eight ATCs, to meet the needs of Utah's demand for skilled workers.

801-341-6000 www.UCAT.edu



Fast Track Your Career Goals

With Utah's
Applied Technology Colleges



UTAH COLLEGE
of
APPLIED TECHNOLOGY

rethinkEDUCATION

FIND THE CAREER YOU WANT THEN GET THE EDUCATION REQUIRED

With over 50% of jobs needing only a certificate or similar credential, you may be in your dream career sooner than you think.

Technical Careers

Certificate or Associate Degree

Practical Nurse
EMT

Welder
Dental Assistant

Aerospace Tech
Pharmacy Tech

Diesel Mechanic
Machinist

Graphic Designer
Esthetician

Electrician
Auto Technician

Programmer
Chef

Professional Careers

Bachelor's Degree or More

Teacher
Accountant

Engineer
Attorney

Advanced Careers

Master's Degree or More

Brain Surgeon
Rocket Scientist

1:2:7

For every **1** occupation requiring an advanced degree, there are **2** requiring a Bachelor's degree and **7** that need a certificate or associate degree.



Bridgerland
1301 N 600 W
Logan, UT 84321
435-753-6780
www.batc.edu



Davis
550 E 300 S
Kaysville, UT 84037
801-593-2500
www.datc.edu



Dixie
1506 S Silicon Way
St. George, UT 84770
435-674-8400
www.dxatc.edu



Mountainland
2301 W Ashton Blvd
Lehi, UT 84043
801-753-6282
www.mlatc.edu



Ogden-Weber
200 N Washington Blvd
Ogden, UT 84404
801-627-8300
www.owatc.edu



Southwest
510 W 800 S
Cedar City, UT 84720
435-586-2899
www.swatc.edu



Tooele
88 S Tooele Blvd
Tooele, UT 84074
435-248-1800
www.tatc.edu



Uintah Basin
1100 E Lagoon St.
Roosevelt, UT 84066
435-722-6900
www.ubatc.edu

TRAINING OFFERED	BATC	DATC	DXATC	MATC	OWATC	SWATC	TATC	UBATC
BUSINESS TECHNOLOGY								
Accounting Technician	●		●	●	●	●	●	●
Business Technology	●	●	●	●	●	●	●	●
e-Commerce	●							
Farm and Ranch/Livestock Management	●					●		●
Lean Principles			●					
Office Professional								●
Real Estate Pre-Licensure	●				●			
Retail Sales & Fashion Merchandising	●							
Small Business Management	●	●		●		●		
COMPUTER TECHNOLOGY								
Computer Applications	●		●	●	●	●		
Computer Repair/PC Technician	●		●	●	●	●	●	
Information Technology	●	●	●	●	●	●	●	
Media/Design Technology	●	●		●	●	●		●
Software Development					●			
Voice, Data, Video Technician Apprenticeship					●			
Web Development: Designer/Programmmmer	●	●	●	●	●	●		
CONSTRUCTION TRADES								
Cabinetmaking	●		●					●
Building Technology	●		●		●			●
Electrician Apprentice	●	●	●	●	●	●		●
Electrical Technician	●				●			
Heating, Ventilation & AC Service	●	●	●	●	●			
Plumbing Apprentice	●	●	●	●	●	●		
HEALTH CARE PROFESSIONS								
Centralized Sterilization Processing Technician							●	
Certified Nursing Assistant	●	●	●	●	●	●	●	●
Dental Assisting	●	●		●	●			
Dental Office				●				
EKG Technician			●					
Emergency Medical Technician	●	●	●	●	●	●		
Health Information Technology		●						
Medical Assisting	●	●	●	●	●	●	●	●
Medical Coding	●		●	●	●	●	●	
Medical Office Administration	●		●	●	●	●		
Medical Office Laboratory Technician					●	●	●	
Pharmacy Technician	●	●	●	●	●			●
Phlebotomist	●		●	●		●	●	●
Practical Nursing	●	●		●	●			●
Radiology Practical Technician		●			●			
Surgical Technology		●			●			
Veterinarian Assistant	●							

TRAINING OFFERED	BATC	DATC	DXATC	MATC	OWATC	SWATC	TATC	UBATC
INDUSTRIAL TRADES								
Composites Material Technology	●	●		●	●			
Drafting/CAD	●	●	●		●			●
Electronics/Soldering	●				●			
Green Energy Services	●					●		
Engineering Technician	●							
Industrial Automation & Maintenance	●	●	●		●	●	●	
Machinist/CNC	●	●	●	●	●		●	
Manufacturing Operations			●			●	●	
Maintenance Mechanic Apprenticeship	●				●			
Mechatronics		●						
Metal Fabrication					●			
Mining MSHA Certification/Preparation	●							●
Non-Destructive Inspection					●			
Petroleum Energy								●
Plastic Injection Molding		●						
Robotics	●							
Sheet Metal Apprentice					●			
Welding	●	●	●	●	●	●	●	●
SERVICE PROFESSIONS								
Advanced Esthetician		●						
Baking and Pastry					●			
Barbering	●				●		●	
Cosmetology & Cosmetology Instructor	●	●		●	●		●	
Customer Service			●			●	●	●
Esthetician	●	●						
Fashion Merchandising	●							
Nail Technician	●	●		●	●		●	
Culinary Arts	●	●	●	●	●			●
Firefighter	●	●	●					
Interior Design	●							
Law Enforcement	●							●
Meat Cutting (Professional Retail)	●							
Paralegal			●					
TRANSPORTATION								
Auto Collision Repair	●							
Automotive Technician	●	●	●	●	●	●		●
CDL Commercial Drivers License	●		●	●		●	●	●
Diesel, Heavy Duty	●	●	●	●				●
Heavy Equipment Operator	●							
Motor Sports Technician		●						
Small Engine Repair		●				●		●
Vehicle Safety Inspection	●		●	●	●	●		●

● — Training & certificate available ● — Training available

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 September 2015

ITEM: III.U

TOPIC: Programs Approved: UBATC, MATC, DXATC

BACKGROUND

The UCAT Board of Trustees, as provided in UCAT Policy 200.5.2.3, directs and authorizes the UCAT president to approve campus programs that are 900 hours or longer or are seeking federal financial aid eligibility, and substantive changes thereto, if the president concurs that the proposals meet the agreed-upon UCAT criteria established by the Board in Policy 200.6. The president's approval is considered final, and program documentation is to be submitted to the Board in its next regularly scheduled meeting as an information item. Accordingly, the President's Office has reviewed requests for approval of the following certificate programs and concurred that the proposals satisfy the agreed-upon criteria, and President Brems has approved the programs:

<u>Campus</u>	<u>Program Title</u>	<u>Length (hours)</u>	<u>Approval Date</u>
UBATC	CAD/CAM Machining Technology (Substantive Change) <i>(Name change: previously "CAD/CAM")</i>	900	7/15/2015
MATC	Web Programming & Development (Substantive Change) <i>(Includes addition of 240-hour externship)</i>	903 (previously 630)	7/15/2015
UBATC	Culinary Arts (New Program)	930	9/4/2015
DXATC	Automotive Technology (New Program)	1,400	9/9/2015
DXATC	Paramedic (New Program)	1,600	9/9/2015

Documentation for the approved programs is attached for the information of the Board.

RECOMMENDATIONS

None - information only.

Attachments: Program descriptions and outlines for the programs approved



From: Naylor, Bob [<mailto:Bob@ubatc.edu>]
Sent: Thursday, June 18, 2015 4:11 PM
To: Jared Haines
Subject: Program Name Change

Jared,

On the recommendation of our advisory committee we would like to change the name of our CAD/CAM program to **CAD/CAM Machining Technology**. We received approval from our Board of Directors for the change. Nothing else will change the hours remain at 900 hours, but since it is 900 hours and PELL eligible I do need a letter from the UCAT President Authorizing it as a substantive change so that I can submit the change to COE.

Thanks for your assistance.

*Bob Naylor
Vice President of Instruction
Uintah Basin Applied Technology College
1100 East Lagoon Street
Roosevelt, Utah
Office: 435-722-6916
Cell: 435-823-6916*



CIP: 48.0501

CAD/CAM Machining Technology

Course Number	Core Courses 810 Hrs	Hours
DRFT 1021	Computer Aided Drafting	120
DRFT 1070	Applied Technical Math	90
MACH 2451	Computer Aided Manufacturing	120
MACH 1501	CNC Machining for Mill	120
MACH 1401	CNC Machining for Lathe	120
MACH 1601	Machine Tool Metrology	120
MACH 2401	Manufacturing Processes	60
DRFT 2171	Rapid Prototyping & 3D Printing	60
	Total Core	810
	Elective Courses 90 Hrs	
MACH 2461	CAM using MasterCAM	90
MACH 2471	CAM using SurfCAM	90
	Total Electives	90
	PROGRAM TOTAL	900

From: Holly Peterson [mailto:HPeterson@mlatc.edu]
Sent: Wednesday, June 03, 2015 3:32 PM
To: Jared Haines
Subject: Substantive Change

Hi Jared,

MATC is requesting a Substantive Change in hours for the Web Programming and Development Program from 630 to **903**.

MATC and Xactware have formed a partnership to better serve local employer needs for qualified coders/programmers. Curriculum is being revised to include more training on the web back end, and will include 41 additional classroom hours, along with a 232 hour externship at Xactware. Students will be taught by MATC and Xactware Developers currently employed in the field.

The classroom portion will continue to be taught at MATC, and Xactware is guaranteed 8 slots for their employees.

MATC Board Approval is attached, along with the revised Program Outline.

Please let me know if you need additional information.

Thanks,
Holly

Holly Peterson
Vice President, Instruction
MATC
2301 West Ashton Blvd
Lehi, UT 84043
(801) 753-4126
hpeter@mlatc.edu

Program Title:	Web Programming and Development - with Xactware
Program Location:	
Thanksgiving Point	X
Program Times:	
Thanksgiving Point	M-F; 7:30 - 10:30 am plus 5 hours open lab/hybrid
Class Start/End Dates:	
Thanksgiving Point	August 19, 2015 ; OR
Instructors:	
Completion Time:	1 year
Lecture Hours	175
Lab Hours	488
Externship Training	240
Pre-paid Leave Time	
Total Hours:	903
Class Load Minimum:	10
Class Load Maximum:	20
Format:	Lockstep
Enrollment Available to:	Adults and High School Seniors
Categories for Northstar:	
Certification Outcomes:	MATC Web Programming & Development Program Certificate
Utah Median Wage:	\$54, 910
Federal Aid Available:	Pending
VA Qualified:	Pending
Current Tuition Rate Per Hour:	\$2.00
Application Fee:	\$40.00
Tuition:	\$1,806.00
Program fee:	\$1,000.00
Training Materials & Textbooks:	
Total Cost:	\$2,846.00
Articulation Agreement	
Pending: R473 agreement with Utah Valley University	
Training Plan:	
<p>What Will I Be Learning?</p> <p>The MATC Web Development Program provides students computer programming from the bottom up. It is designed to acquaint the student with the ecosystem of coding, and cover basics that will prepare them for employment. Students can move at their own pace through the curriculum, and complete the program as quickly as they are able to pass off competencies.</p>	

Courses :	Hours:		
	Lab	Lecture	Total
A+ & Net +	32	16	48
HTML & CSS	32	16	48
Programming	128	64	192
Database	43	21	64
Server	64	32	96
Source Content	22	10	32
Project Management	32	16	48
Open Lab	135		135
Externship			240
			0
			0
Total	488	175	903
Textbooks & Resources:			
Supplies:	Item		Cost:
Javascript: The Good Parts			\$20.00
GitHub			\$0.00
Code School	Included in fees \$220		
Total			\$20.00
Pre-Requisites:			
Basic computer skills are required. Please see Computer Literacy and Keyboarding Course in Business Technology, if those skills are needed, before starting this program.			
As part of the admission process students are required to complete an Entrance Assessment. The assessment is free and takes approximately 1 hour to complete. You can take this assessment at anytime prior to registration. You only need to take this assessment once upon first registering at MATC. You do not need to retake it for each program. For additional information or to schedule, call the Testing Center at (801) 753-4110 or visit the MATC Testing Center webpage at: mlatc.edu/testing .			
Students enrolling in an Open Entry/Open Exit program must meet with the MATC Career and Guidance Counselor prior to enrollment to complete a Training Agreement. To schedule an appointment please call Kara Clarke at (801) 753-4109 or email at kclarke@mlatc.edu for the Thanksgiving Point Campus. For the Orem campus call (801) 753-4215 and the Spanish Fork Campus call (801) 753-4116 or email Monica Kelly at mkelly@mlatc.edu			

Culinary Arts Certificate

The Culinary Arts program at the Uintah Basin Applied Technology College gives students real life experience working in the food service industry in a working restaurant environment. Students will learn to prepare a variety of foods from soups, sauces, stocks, meat fabrication, vegetable preparation, proper cooking methods, and the basics of baking. Students will develop their management skills and become familiar with inventory controls, food costing, understanding proper receiving, and the flow of food and sanitation. They will also gain an understanding of different types of table service and catering event setup pertaining to the front of the house.

Successful completion of the culinary arts program will prepare graduates to seek employment as hospitality professionals with strong emphasis on back of the house operations and the ability to manage front of the house needs. Graduates will also hold certification in sanitation from the National Restaurant Association. Some of the positions that may be obtained by graduates will be chefs, sous chefs, chef de cuisine, kitchen managers, restaurant managers, and chef de partie.



Uintah Basin Applied Technology College Culinary Arts Certificate

Entrance Requirements:

Math	8.0
Language	8.0
Keyboarding	30 wpm

CIP: 12.0505

Program Hours: **990**

Class Code	Class Hours	Skill Area
Core (930 Hours Required)		
CULA 1011	90	Culinary Arts I
CULA 1016	30	Serv Safe Sanitation
CULA 1021	30	Culinary Arts Math
BTEC 1522	60	Business Communication I
CULA 1101	90	Garde Manger I
BTEC 1526	60	Business Communication II
CULA 1031	60	Line Cooking
CULA 1041	90	Soups, Stocks, and Sauces
CULA 1051	90	Culinary Arts II
CULA 1201	120	Baking I
CULA 1061	60	Culinary Arts III
CULA 1071	60	Vegetables, Grains, and Starches
CULA 1081	60	Table Service
CULA 1026	30	Excel for Culinary Arts
Electives (60 Hours Required)		
CULA 1111	30	Garde Manger II - Charcuterie
CULA 1121	30	Garde Manger II - Cold Hors d' oeuvres
CULA 1221	30	Baking II - Pastry
CULA 1231	30	Baking II - Cakes
CULA 1501	30	Competition
CULA 1901	30	Culinary Externship



PROGRAM APPROVAL REQUEST

Dear President Brems:

The Dixie Applied Technology College Board of Directors approved a 1400-hour Certificate in Automotive Technology at the May 20, 2015 meeting. We respectfully request official UCAT approval of this certificate. The attached documentation meets the requirements of UCAT policy 200.7.

Upon your approval, DXATC will seek C.O.E. approval. Please let me know if I can provide any additional information. Thank you for your continued support of our efforts at the Dixie Applied Technology College.

PROGRAM INFORMATION

Program Title: Automotive Technology

Program Length: 1400 Hours

Program CIP Code: 47.0604

Approvals:

- **Campus Instructional Officer:** Vic Hockett, May 4, 2015
- **Campus Board of Directors:** DXATC Board of Directors, May 20, 2015

Program Description:

The Automotive Technology program at DXATC provides students with the opportunity to increase their automotive mechanics skills in order pursue a career. Career path courses are taught to the National Institute for Automotive Service Excellence (ASE) standards to prepare students for certification tests. The Automotive Technology program is accredited by the National Automotive Technicians Education Foundation (NATEF), which is the education arm of the National Institute for Automotive Service Excellence.

Program Outline: Attached Program Grid & Campus Board Approval Document



PROGRAM JUSTIFICATION & EMPLOYER SUPPORT

Market Demand/Need: Over the past two years DXATC has been in many conversations with local auto repair and maintenance companies identifying the needs of local employers. During this time DXATC has also been in coordination with DSU in taking back the Automotive Technology program, which was once housed at DXATC. There is a huge need for more Automotive Technicians in Washington County and is expressed as the number one concern with local employers when it comes to growing their business. DXATC and DSU has also been in conversations with NATEF and ASE, in which they have also approved the transfer of the program and will not require DXATC to go through the initial accreditation process, but will allow DSU's accreditation to roll into DXATC. EAC Meeting held and many employers expressed the need for more technicians and supported the program coming to DXATC.

Program Duplication: After the program comes to DXATC, there are no current colleges or programs offering Automotive Technology in Washington County.

Employer Advisory Committee: Attached

Best Regards,

Vic Hockett, Vice President



1506 S. Silicon Way
St. George, Utah 84771
435-674-8400 (Phone)
435-674-8450 (Fax)
www.dxatc.edu

Automotive Technology

DXATC			
CLASS	HOURS	BOOKS	
Shop Operations	40		X
Shop Safety & Shop Skills	45		X
Steering & Suspensions	150		X
Brakes	150		X
Engine Repair	150		X
Manual Drive Trains	150		X
Automotive Transmissions	150		X
Automotive Electrical Systems	150		X
Engine Performance	150		X
Auto A/C & Heating	150		X
Careers	45		X
Preventative Maintenance Inspection	70		X
TOTAL PROGRAM HOURS			1400
Tuition (\$2.00 per scheduled hour)			\$ 2,800.00
Program Fees			\$ 1,020.00
Book Bundle Approximate Cost			\$ 430.00
Application & Graduation Fee			\$ 80.00
APPROXIMATE COST FOR PROGRAM + BOOKS			\$ 4,330.00

INSTRUCTOR(S)

Mel Jensen mjensen@dxatc.edu

CLASSROOM HOURS

Monday - Friday 9:00 am - 3:00 pm

TUITION

\$ 2.00 Per Seat Hour

FEES

\$ 40.00 DXATC Application Fee (One Time)
40.00 DXATC Graduation Fee (One Time)

ADDITIONAL EXPENSES

\$ 15.00 CPT

\$

\$

\$

\$

\$

\$ 15.00 Total

Call DXATC today, 435.674-8400, to schedule an appointment with our Student Advisor, to learn more about the program.



PROGRAM APPROVAL REQUEST

Dear President Brems:

The Dixie Applied Technology College Board of Directors approved a 1600-hour Certificate in Paramedic at the May 20, 2015 meeting. We respectfully request official UCAT approval of this certificate. The attached documentation meets the requirements of UCAT policy 200.7.

Upon your approval, DXATC will seek C.O.E. approval. Please let me know if I can provide any additional information. Thank you for your continued support of our efforts at the Dixie Applied Technology College.

PROGRAM INFORMATION

Program Title: Paramedic

Program Length: 1600 Hours

Program CIP Code: 51.0904

Approvals:

- **Campus Instructional Officer:** Vic Hockett, May 4, 2015
- **Campus Board of Directors:** DXATC Board of Directors, May 20, 2015

Program Description:

Paramedic is the highest-level EMS certification in Utah. A Paramedic handles emergencies utilizing all Basic and Advanced Life Support equipment and skills in accordance with all behavioral objectives in the Department of Transportation, National Standard Curricula (NSC), and Emergency Medical Technician. A Paramedic can perform all EMT skills and equipment usage, plus Advanced Life Support using intravenous therapy, medications, defibrillator and advanced airway adjuncts to control the airway in cases of respiratory or cardiac arrest.

Program Outline: Attached Program Grid & Campus Board Approval Document



PROGRAM JUSTIFICATION & EMPLOYER SUPPORT

Market Demand/Need: Last summer a group of Fire Captains, EMT's, Paramedic's, and ER Doctors came to the DXATC expressing concern with the Paramedic program offered at DSU. They expressed that the content and program did not meet their needs and they would not hire graduates of that program. The group then advised that we should talk to DSU about taking over their program and rejuvenate it. Last month DSU signed a MOU to give DXATC the Paramedic program allowing DXATC to take it over in full this coming August 2015. DXATC has gotten back with the previously mentioned focus group and created the DXATC Paramedic program that follows state and national requirements.

Program Duplication: After the program comes to DXATC, there are no current colleges or programs offering Paramedic in Washington County.

Employer Advisory Committee: Attached

Best Regards,

Vic Hockett, Vice President



1506 S. Silicon Way
St. George, Utah 84771
435-674-8400 (Phone)
435-674-8450 (Fax)
www.dxatc.edu

Paramedic

DXATC Paramedic Certificate			
CLASS	HOURS	BOOKS	
Business Writing & Charting	30	35	X
Medic Math	30	50	X
Medical Terminology	60	88	X
Anatomy & Physiology	120	150	X
Paramedic 1	125	549	X
Paramedic 2	125		X
Paramedic 3	185		X
Paramedic 4	185		X
Paramedic 5	90		X
Paramedic Clinicals	650		X
TOTAL PROGRAM HOURS			1600
Tuition (\$2.00 per scheduled hour)			\$ 3,200.00
Program Fees			\$ 3,729.60
Books			\$ 872.00
Application & Graduation Fee			\$ 80.00
APPROXIMATE COST FOR PROGRAM + BOOKS			\$ 7,881.60

INSTRUCTOR(S)

Jason Whipple jwhipple@dxatc.edu

CLASSROOM HOURS

Monday, Wednesday 5:00 pm - 9:00 pm

Every other Saturday 8:00 am - 4:00 pm

TUITION

\$ 2.00 Per Seat Hour

FEES

\$ 40.00 DXATC Application Fee (One Time)

40.00 DXATC Graduation Fee (One Time)

ADDITIONAL EXPENSES

\$ 20.00 Drug Test

\$ 55.00 BCI Federal Background Check

\$ 15.00 CPT Exam

\$ 260.00 State Certification

\$ 120.00 National Registry

300.00 Uniform

Jacket, 2 pants, 2 shirts, collared shirt

\$ 770.00 Total

Call DXATC today, 435.674-8400, to schedule an appointment with our Student Advisor, to learn more about the program.

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES

17 Sep 2015

ITEM: III. W

TOPIC: Office of the UCAT President Budget Report

BACKGROUND

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 attachments include a report detailing appropriated revenues and expenditures by category for the Office of the President for the current fiscal year through Aug 31, 2015 as well as the check register for July - Aug 2015.

RECOMMENDATIONS

Information/discussion only

Attachments:

Check/Disbursement register

Budget progress report



Utah College of Applied Technology

Check Register

July 2015 through June 2016

Type	Date	Num	Name	Amount
Bill Pmt -Check	07/10/2015	10915	Automated Business Products	-79.25
Bill Pmt -Check	07/10/2015	10916	BATC	-108.36
Bill Pmt -Check	07/10/2015	10917	Brian Florang	-210.00
Bill Pmt -Check	07/10/2015	10918	Dixie State University	-3,495.00
Bill Pmt -Check	07/10/2015	10919	Don Roberts	-175.00
Bill Pmt -Check	07/10/2015	10920	DXATC	-1,262.50
Bill Pmt -Check	07/10/2015	10921	Fuelman	-467.83
Bill Pmt -Check	07/10/2015	10922	IC Group	-180.00
Bill Pmt -Check	07/10/2015	10923	James Olsen	-7.00
Bill Pmt -Check	07/10/2015	10924	Jordan Rushton	-273.00
Bill Pmt -Check	07/10/2015	10925	Le Bus	-270.00
Bill Pmt -Check	07/10/2015	10926	MATC	-233,057.59
Bill Pmt -Check	07/10/2015	10927	Michael Madsen	-147.00
Bill Pmt -Check	07/10/2015	10928	Sean Farris	-500.00
Bill Pmt -Check	07/10/2015	10929	Signature Images	-324.01
Bill Pmt -Check	07/10/2015	10930	TATC	-1,262.50
Bill Pmt -Check	07/10/2015	10931	Tom Bingham	-19.20
Bill Pmt -Check	07/10/2015	10932	UBATC	-1,262.50
Bill Pmt -Check	07/10/2015	10933	Utah Dept of Admin Services	-23,886.09
Bill Pmt -Check	07/10/2015	10934	Utah Transit Authority	-382.50
Bill Pmt -Check	07/30/2015	10935	BATC	-201,699.00
Bill Pmt -Check	07/30/2015	10936	BH Development, LC	-75.00
Bill Pmt -Check	07/30/2015	10937	DATC	-143,025.00
Bill Pmt -Check	07/30/2015	10938	DXATC	-84,875.00
Bill Pmt -Check	07/30/2015	10939	Fuelman	-436.24
Bill Pmt -Check	07/30/2015	10940	GBS Compliance Services	-1,553.99
Bill Pmt -Check	07/30/2015	10941	MATC	-127,375.00
Bill Pmt -Check	07/30/2015	10942	Navex Global	-1,225.00
Bill Pmt -Check	07/30/2015	10943	OWATC	-147,327.00
Bill Pmt -Check	07/30/2015	10944	Snow College	-62,500.00
Bill Pmt -Check	07/30/2015	10945	SWATC	-84,875.00
Bill Pmt -Check	07/30/2015	10946	TATC	-69,075.00
Bill Pmt -Check	07/30/2015	10947	UBATC	-111,575.00
Bill Pmt -Check	07/30/2015	10948	USU Eastern	-56,250.00
Bill Pmt -Check	08/27/2015	10949	Doug Richards	-914.12
Bill Pmt -Check	08/27/2015	10950	DXATC	-2,500.00
Bill Pmt -Check	08/27/2015	10951	Fuelman	-538.40
Bill Pmt -Check	08/27/2015	10952	Kristin Smith	-379.16
Bill Pmt -Check	08/27/2015	10953	Salt Lake Chamber	-10,000.00
Bill Pmt -Check	08/27/2015	10954	Signature Images	-545.38
Bill Pmt -Check	08/27/2015	10955	Utah Division Of Risk Management	-250.00
Bill Pmt -Check	08/27/2015	10956	Wanda Held	-812.50



Utah College of Applied Technology
Office of the President
Fiscal Year 2016 DRAFT Office Budget

Revenue	<u>Budgeted</u>	<u>Year to Date</u>	<u>%</u>
UCAT Administration Ongoing Appropriation	1,868,900	467,225	25.0%
Equipment Appropriation	561,100	140,275	25.0%
Custom Fit Appropriation	3,159,200	789,800	25.0%
Perkins Leadership Fund for Professional Development	30,000	-	0.0%
Campus Support for Northstar	170,000	42,500	25.0%
Equipment Flow Through to Campuses	(551,500)	(137,875)	25.0%
Custom Fit Flow Through to Campuses	(3,150,000)	(787,500)	25.0%
Admin Line Item to Campuses	(400,000)	(100,000)	25.0%
Total State Budget for President's Office	<u>1,687,700</u>	<u>414,425</u>	<u>24.6%</u>

Expenditures			
Salaries, Payroll Tax & Benefits	1,251,035	203,506	16.3%
Building Occupancy Costs	135,000	23,886	17.7%
Internal Auditing	30,000	-	0.0%
Professional Development Conference	50,000	-	0.0%
Equipment Purchases	10,000	3,735	37.4%
Employee Travel	15,000	979	6.5%
Board Meetings	9,000	-	0.0%
UCAT System Meetings	12,500	1,555	12.4%
Marketing	84,000	-	0.0%
Automobile Expenses	13,000	1,263	9.7%
Annual Report	7,500	-	0.0%
Supplies & Misc. Expenses	50,740	4,218	8.3%
Memberships	13,000	10,000	76.9%
Unallocated/(Covered by Reserves)	<u>6,925</u>	<u>-</u>	<u>0.0%</u>
Total Expenditures	<u>1,687,700</u>	<u>249,142</u>	<u>14.8%</u>

The Utah College of Applied Technology (UCAT)
Board of Trustees Meeting
Special Meeting
DATE: 28 August 2015
TIME: 9:00 AM – 10:00 AM
Utah State Capitol
350 North State Street
120 State Capitol
Salt Lake City, UT 84114
(Anchor location for electronic access)

MINUTES

Board of Trustees Present

Tom Bingham, Chair – TATC
Michael Madsen, 1st Vice Chair – BATC
Michael Jensen – DATC
Steve Moore – OWATC
Mike Angus – UBATC
Brad Tanner – Non-Union Apprenticeship
Dale Cox – Union Apprenticeship
Richard Tranter – Salt Lake Community College
Val Hale – Governor’s Office of Economic Development
Jessellie Anderson – State Board of Regents

Excused

Jim Evans, 2nd Vice Chair – MATC
Stephen Wade – DXATC
Jim Olsen – Governor’s Business/Industry Appointee
Brian Florang – Snow College
Barbara Corry – State Board of Education

UCAT Administration

Robert Brems – President
Tyler Brinkerhoff – Vice President, Finance
Jared Haines – Vice President, Student Services
Kristin Smith – UCAT Executive Assistant
Elsa Zweifel – Director, Public Relations
Zachary Barrus – Director, Institutional Data
Justin Mayhew – Director, Institutional Systems
Aubrey Schrag – Asst. Director, Institutional Systems
Christian Ang – Software Engineer
Edward Tsui – Software Engineer

Others Present

Gary R. Herbert – Governor, State of Utah
Tami Pyfer – Education Advisor to the Governor
Chad Campbell – BATC Campus President
Michael Bouwhuis – DATC Campus President
Clay Christensen – MATC Campus President
Collette Mercier – OWATC Campus President
Brennan Wood – SWATC Campus President
Scott Snelson – TATC Campus President
Aaron Weight – UBATC Campus President
Richard Maughan – Retired BATC Campus President
Jordan Rushton – DXATC
Bart Warner – DATC
Jill Curry – Fiscal Analyst’s Office
Angela Oh – Fiscal Analyst’s Office
Spencer Pratt – Fiscal Analyst’s Office
Representative Don Ipson
Representative Kay Christofferson
Don Roberts
Debra Roberts
Lisa Snelson

MINUTES OF MEETING

UTAH COLLEGE OF APPLIED TECHNOLOGY
Board of Trustees
28 August 2015

I. INTRODUCTION ITEMS

A. Call to Order

Meeting was called to order at 9:08 a.m.

Chair Bingham called on all meeting attendees to introduce themselves.

II. INFORMATION ITEMS

B. UCAT President Rob Brems Retirement Discussion

Governor Herbert welcomed everyone to the Capitol. He gave a brief history of the Utah State Capitol and the position of Utah's education status in the nation. He thanked President Brems for his support of the 66% by 2020 goal.

President Brems announced his retirement on December 31, 2015. His retirement will allow for him and his wife Laurie to fulfill a life-long goal of serving as senior missionaries for their church in Barcelona, Spain. He thanked the UCAT Board for their service, and extended his appreciation for UCAT, the eight campuses, and our 35,000 students.

Chair Bingham invited meeting participants to make comments.

The following made comments regarding President Brems' service:

Representative Ipson

Representative Christofferson

Richard Maughan

Michael Madsen

Michael Bouwhuis

Governor Herbert thanked President Brems for his outstanding service to UCAT and to the education of Utah. He complemented him on his leadership qualities and ability to bring people together and receive collaboration and cooperation. He also thanked President Brems' wife Laurie for her strength and support of her husband. He wished them well on their new adventure.

Chair Bingham reminded the UCAT Board of their next board meeting scheduled for September 17, 2015. At that meeting they will address the leave of absence and the appointment of an interim UCAT president that was previously approved, but would need to be rescinded.

III. ADJOURN

Motion: Dale Cox

Meeting adjourned at 9:52 a.m.