

EXECUTIVE COMMITTEE*

JULY 26, 2016 EXECUTIVE COMMITTEE MEETING

The Utah College of Applied Technology

Board of Trustees Executive Committee Meeting

DATE: 26 July 2016

TIME: 10:00 AM – 12:00 PM

LOCATION: Utah College of Applied Technology

2801 Ashton Boulevard

Lehi, UT 84043

I. Action Items

A. Approval of UCAT to grant an easement(s) corridor for property at UBATC for the purpose of ingress-egress roadway and utility easements [AGENDA ITEM A \(assets/docs/FINAL-ITEM-A.pdf\)](#)

B. FY 2017 Presidents/Commissioner Compensation: Executive Committee recommendations to full Board of Trustees regarding:

- UBATC, DXATC, and DATC Presidents' compensation and potential applicability to other College Presidents, in consideration of input by local college boards. [AGENDA ITEM B.1 \(assets/docs/Agenda-Item-President-Compensation.pdf\)](#)

- UCAT Commissioner compensation, considering (1) potential salary range to be established for permanent Commissioner, and (2) compensation of the current Acting Commissioner. AGENDA ITEM B.2 (assets/docs/Agenda-Item-Cmsr-Compensation.pdf)

II. Closed Session

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

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 Executive Committee members only by prior arrangement with the board secretary. The Utah College of Applied Technology shall be the anchor location for public attendance.

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES EXECUTIVE COMMITTEE

26 July 2016

ITEM: I.B2

TOPIC: Commissioner Compensation

BACKGROUND

In its 7 June 2016 meeting, the Board of Trustees set the salary of the Acting Commissioner of Technical Education at 10% higher than his previous salary as Vice President. The Board then assigned the Executive Committee to consider recommending a salary range based on a salary study for the permanent Commissioner position, and to then consider recommending an additional increase for the Acting Commissioner once a range was developed or a bonus at the end of his term. Staff will provide and review salary survey information developed by Payscale, Inc. relative to the position.

RECOMMENDATIONS

It is recommended that the Executive Committee:

- (1) Recommend a salary range for the permanent Commissioner of Technical Education position.
- (2) Consider recommending an additional increase for the Acting Commissioner of Technical Education or a bonus at the end of his term.

Attachments:

None (to be provided in meeting)



UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES EXECUTIVE COMMITTEE

26 July 2016

ITEM: I.B1

TOPIC: FY 2017 Compensation for College Presidents

BACKGROUND

In its 7 June 2016 meeting, the Board of Trustees approved a 2.0% FY 2017 salary increase for the eight College Presidents. The Board then assigned the Executive Committee to consider feedback from three of the local college board chairs suggesting further adjustments to their presidents' salaries, and make a recommendation regarding any further adjustments to the Board no later than the September meeting.

Preceding the FY 2017 increase, the Board of Trustees on 17 September 2015 had approved adjustments to the FY 2016 salaries of the presidents based on the results of a salary study provided by Payscale, Inc. The study established a range for each College President position based on the characteristics of the college benchmarked against comparable positions, and specified each incumbent president's salary within their college's range. Some Board members expressed interest in having the Committee review and compare the increased FY 2017 salaries with updated salary survey data. Staff will provide and review the September salary study and the updated survey with the Executive Committee in the meeting.

In consideration of the statutory provision for the Board of Trustees to set compensation in cooperation with the local college board of directors, the chairs of each college board were invited to provide feedback on behalf of their boards regarding consideration of the 2.0% increase. The eight chairs indicated support for the increase, with UBATC, DXATC, and DATC requesting further consideration for their presidents. Their requests are summarized below, with possible alternatives that might be considered by the Committee in its recommendation to the Board. The details of each request will be provided to the Committee and presented by a representative of each college board for review and discussion in the meeting. The Committee may also consider the applicability of the requests to other College Presidents in its recommendations to the Board.

Uintah Basin ATC:

College Board Request: Review president's performance and compensate at a rate congruent with industry protocols and performance.

Committee Consideration: Recommend to the Board of Trustees whether to specify an additional salary increase amount at this time based on performance, or to defer performance-based salary adjustments for all presidents after development of Board-established annual performance increase criteria.



Dixie ATC:

College Board Request: Increase president's salary by 10% of the FY 2016 salary based on inequities and performance factors identified by the college board.

Committee Consideration: Recommend to the Board whether to increase the salary up to 10% above FY 2016 based on position within the range and/or identified performance factors, or to defer performance-based salary and range position adjustments for all presidents after development of Board-established annual performance increase criteria.

Davis ATC:

College Board Request: (1) Add the 2.0% stipends provided in each of the two previous years to the FY 2016 salary base (total 4% increase to the base) for purposes of calculating the general 2.0% FY-2017 increase. (2) Provide for reimbursement of personal vehicle use for college business.

Committee Consideration: (1) Recommend to the Board in the application of the FY-2017 2% increase whether to retain the FY-2016 salary position as determined in the September salary adjustment, or to adjust the position in the range by increasing the FY-2016 base 4% to include the previous two 2% stipends. (2) Clarify that reimbursement of personal vehicle use for college business is permitted by the Board and is subject to local college policies and procedures.

Applicability to All College Presidents:

In consideration of the three local board requests, the Executive Committee may discuss and provide recommendations to the Board of Trustees regarding the applicability of the requested adjustments to all College Presidents, such as adjustments to the salary scales, performance reviews, and vehicle use.

RECOMMENDATIONS

It is recommended that the Executive Committee:

- (1) Recommend action to the Board of Trustees on each of the UBATC, DXATC, and DATC requests, with consideration to alternatives such as those outlined in the "Committee Consideration" for each request above and potential considerations for the other College Presidents. Any recommended adjustments would be retroactive to July 1, 2016.
- (2) Consider recommending to the Board that a committee consisting of three to five trustees (no more than three Executive Committee members) be designated in the September Board meeting to develop a policy and procedure for evaluating College Presidents as specified in Senate Bill 131, and for setting annual compensation, to be considered and potentially approved in the January Board meeting for implementation prior to the beginning of FY-2018.
- (3) After review and discussion, consider advising the Board that reimbursement of personal vehicle use for college business consistent with local college policies is permitted and not prohibited.
- (4) Recommend provisions to the Board for the personal use of an assigned college vehicle in the compensation and benefits of a College President or the UCAT Commissioner.

Attachments: None (to be provided in meeting)

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES EXECUTIVE COMMITTEE

26 July 2016

ITEM: I.A

TOPIC: UBATC Easement Corridor Authorization

BACKGROUND

In recent months, the Duchesne County School District broke ground and began construction of the new Union High School adjacent to the Uintah Basin Applied Technology College Roosevelt campus.

UBATC has worked jointly with the district to facilitate and expand critical utility infrastructure for both the UBATC and the District. As a result, UBATC will have full benefit of a new sewer line and roadway at no cost to the institution; furthermore, UBATC desires to establish an "Easement Corridor" to accommodate current and future utility/roadway needs.

RECOMMENDATIONS

UCAT Administration recommends the Executive Committee approve the UBATC easement, and authorize Chair Evans to sign the attached Easement Corridor and Authorization.

Attachments:

UBATC Easement Corridor Authorization



Sunrise Title Company
550 East 200 North 118-3
Roosevelt, Utah 84066
File #: 116353-DUCH

Serial: R-0876

EASEMENT CORRIDOR AND AUTHORIZATION

The Utah College of Applied Technology, hereafter referred to as UCAT, by and through the board of trustees thereof hereby creates a corridor for ingress-egress roadway and utility easements across, including surface, below and above, the described land located in DUCHESNE County, Utah.

TOWNSHIP 2 SOUTH, RANGE 1 WEST, UINTAH SPECIAL BASE AND MERIDIAN
SECTION 22: Commencing at the East quarter corner of said Section; Thence North 00°15'43" West 660.03 feet along the East line of the Southeast quarter of the Northeast quarter of said Section to the Southeast corner of the North half of said aliquot part; Thence South 89°50'31" West 1056.00 feet along the South line of said aliquot part to the true point of beginning; Thence South 89°50'31" West 126.65 feet along said South line; Thence North 00°24'15" West 64.00 feet; Thence North 89°50'31" East 126.81 feet; Thence South 00°15'43" East 64.00 feet.

The UCAT board of trustees hereby grants authority to Uintah Basin Applied Technology College, a UCAT College, by and through its College President/CEO, to convey specific future easements within the above described easement corridor. The above authority shall be in effect so long as UCAT owns the land within said corridor, or until revoked in writing by UCAT on a recordable form being recorded at County Recorder's Office.

Executed this _____ day of _____, 2016.

UTAH COLLEGE OF APPLIED TECHNOLOGY

JIM EVANS, UCAT BOARD CHAIRMAN

STATE OF UTAH

)ss.

COUNTY OF _____

On this _____ day of _____, 2016 before me, the undersigned Notary Public in and for said County and State, personally appeared **JIM EVANS, UCAT BOARD CHAIRMAN OF THE UTAH COLLEGE OF APPLIED TECHNOLOGY** [() personally known to me] [() proved to me on the basis of satisfactory evidence] to be the persons whose names have subscribed to this instrument and acknowledged to me that they executed it.

Witness my hand and official seal

Notary Public in and for said County and State

Sunrise Title Company
550 East 200 North 118-3
Roosevelt, Utah 84066
File #: 116353-UINTAH

EASEMENT CORRIDOR AND AUTHORIZATION

The Utah College of Applied Technology, hereafter referred to as UCAT, by and through the board of trustees thereof hereby creates a corridor for ingress-egress roadway and utility easements across, including surface, below and above, the described land located in UINTAH County, Utah.

TOWNSHIP 2 SOUTH, RANGE 1 WEST, UINTAH SPECIAL BASE AND MERIDIAN

SECTION 22: Commencing at the East quarter corner of said Section; Thence North 00°15'43" West 660.03 feet along the East line of the Southeast quarter of the Northeast quarter of said Section to the Southeast corner of the North half of said aliquot part and the true point of beginning; Thence South 89°50'31" West 1056.00 feet along the South line of said North half to the East line of Duchesne County; Thence North 00°15'43" West 64.00 feet along said East line; Thence North 89°50'31" East 1056.00 feet to said East line of said aliquot part; Thence South 00°15'43" East 64.00 feet to the true point of beginning.

The UCAT board of trustees hereby grants authority to Uintah Basin Applied Technology College, a UCAT College, by and through its College President/CEO, to convey specific future easements within the above described easement corridor. The above authority shall be in effect so long as UCAT owns the land within said corridor, or until revoked in writing by UCAT on a recordable form being recorded at County Recorder's Office.

Executed this _____ day of _____, 2016.

UTAH COLLEGE OF APPLIED TECHNOLOGY

JIM EVANS, UCAT BOARD CHAIRMAN

STATE OF UTAH

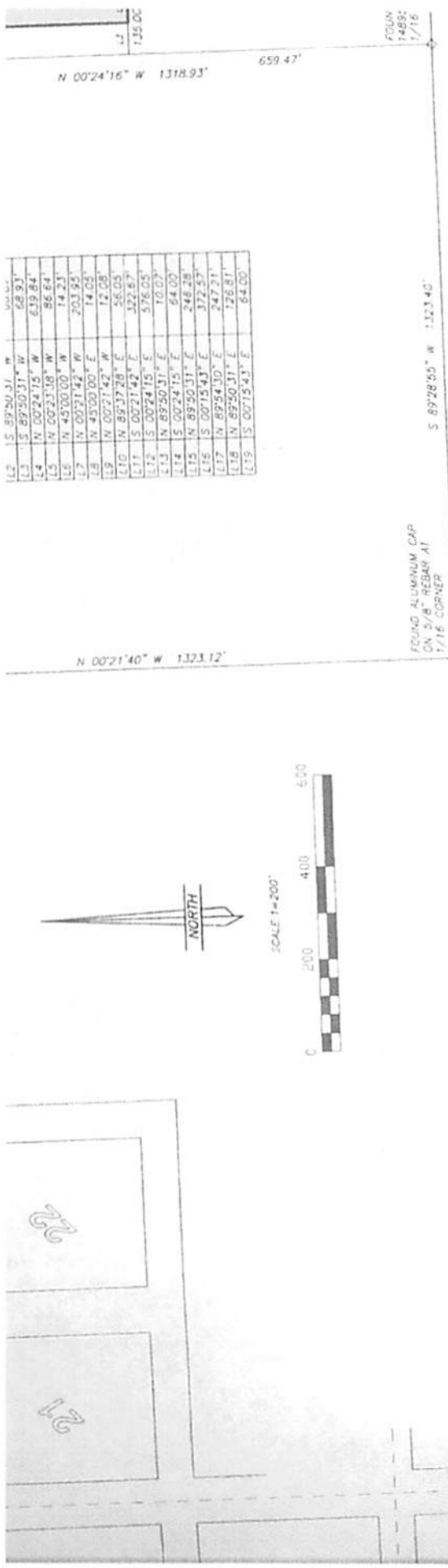
)ss.

COUNTY OF _____

On this _____ day of _____, 2016 before me, the undersigned Notary Public in and for said County and State, personally appeared JIM EVANS, UCAT BOARD CHAIRMAN OF THE UTAH COLLEGE OF APPLIED TECHNOLOGY[() personally known to me] [() proved to me on the basis of satisfactory evidence] to be the persons whose names have subscribed to this instrument and acknowledged to me that they executed it.

Witness my hand and official seal

Notary Public in and for said County and State



S 89°43'46" W 2646.78'

DESCRIPTION OF EASEMENT (UNION COUNTY R/W)

A sixty-four (64') wide ingress-egress roadway and utility easement being further described as follows:
 Commencing at the East Quarter Corner of Section 22, Township 2 South, Range 1 West of the Union Special Base and Meridian;
 Thence North 00°15'43" West 660.03 feet along the East line of the SE 1/4 of the NE 1/4 of said Section to the Southeast Corner of the NE 1/2 of said aliquot part and the TRUE POINT OF BEGINNING;
 Thence South 89°50'31" West 1055.00 feet along the South line of said NE 1/2 to the East line of Duchesne County;
 Thence North 00°15'43" West 64.00 feet along said East line;
 Thence North 89°50'31" East 1055.00 feet to said East line of said aliquot part;
 Thence South 00°15'43" East 64.00 feet to the TRUE POINT OF BEGINNING.

DESCRIPTION OF PARKING LOT PARCEL

Commencing at the East Quarter Corner of Section 22, Township 2 South, Range 1 West of the Union Special Base and Meridian;
 Thence North 00°15'43" West 224.03 feet along the East line of the SE 1/4 of the NE 1/4 of said Section;
 Thence South 89°50'31" West 946.59 feet to the TRUE POINT OF BEGINNING;
 Thence North 00°15'43" West 248.28 feet;
 Thence North 00°24'16" West 372.57 feet;
 Thence North 00°24'16" East 247.21 feet;
 Thence South 00°15'43" East 372.57 feet, containing 2.11 acres.

L2	S 89°50'31" W	68.93'
L3	S 89°50'31" W	68.93'
L4	N 00°24'16" W	639.84'
L5	N 00°24'16" W	86.64'
L6	N 45°00'00" W	14.23'
L7	N 00°21'42" W	203.95'
L8	N 45°00'00" E	14.05'
L9	N 00°21'42" W	12.08'
L10	N 89°37'28" E	56.05'
L11	S 00°21'42" E	322.67'
L12	S 00°24'16" E	576.05'
L13	N 89°50'31" E	10.07'
L14	S 00°24'16" E	64.00'
L15	N 89°50'31" E	248.28'
L16	S 00°15'43" E	372.57'
L17	N 89°54'30" E	247.21'
L18	N 89°50'31" E	126.81'
L19	S 00°15'43" E	64.00'

FOUND ALUMINUM CAP
ON 5/8" REBAR AT
1/16 CORNER

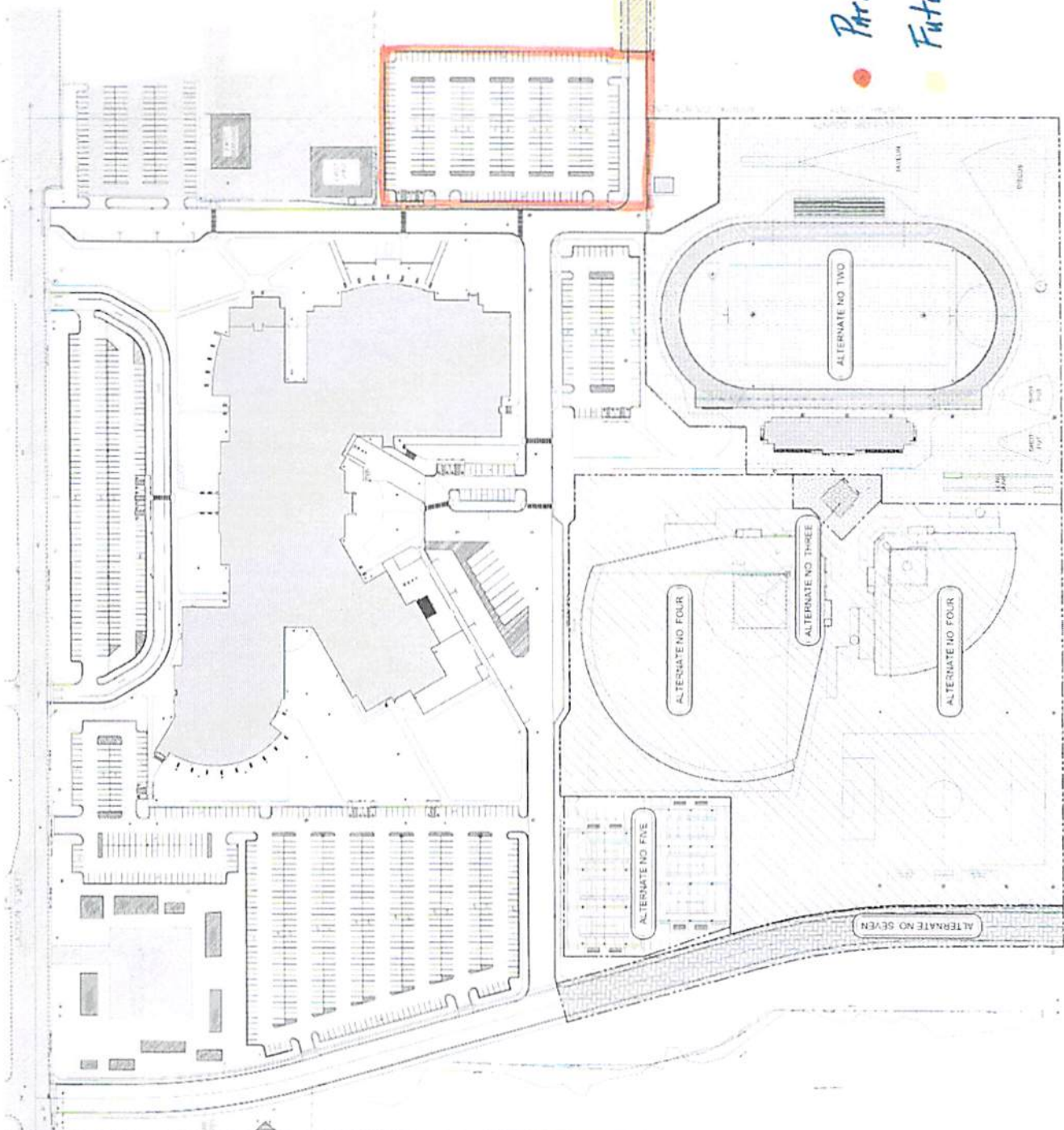
S 89°28'55" W 1323.40'

DESCRIPTION OF SMALL R/W

An ingress-egress roadway and utility easement being further described as follows:
 Commencing at the East Quarter Corner of Section 22, Township 2 South, Range 1 West of the Union Special Base and Meridian;
 Thence North 00°15'43" West 660.03 feet along the East line of the SE 1/4 of the NE 1/4 of said Section to the Southeast Corner of the NE 1/2 of said aliquot part;
 Thence South 89°50'31" West 1055.00 feet along the South line of said aliquot part to the TRUE POINT OF BEGINNING;
 Thence South 89°50'31" West 126.65 feet along said South line;
 Thence North 00°15'43" West 64.00 feet;
 Thence North 89°50'31" East 126.81 feet;
 Thence South 00°15'43" East 64.00 feet, containing 0.19 acres.

DESCRIPTION OF LARGE R/W

An ingress-egress roadway and utility easement being further described as follows:
 Commencing at the East Quarter Corner of Section 22, Township 2 South, Range 1 West of the Union Special Base and Meridian;
 Thence North 00°15'43" West 860.03 feet along the East line of the SE 1/4 of the NE 1/4 of said Section to the Southeast Corner of the NE 1/2 of said aliquot part;
 Thence South 89°50'31" West 1162.65 feet along said South line to the TRUE POINT OF BEGINNING;
 Thence South 89°50'31" West 66.07 feet;
 Thence North 00°15'43" West 639.84 feet;
 Thence North 00°24'16" West 86.64 feet;
 Thence North 45°00'00" West 14.23 feet;
 Thence North 00°21'42" West 203.95 feet;
 Thence North 45°00'00" East 14.05 feet;
 Thence North 00°21'42" West 12.08 feet to the South line of Lagoon Street;
 Thence North 00°21'42" East 56.05 feet along said South line;
 Thence South 00°21'42" East 322.67 feet;
 Thence South 00°24'16" East 576.05 feet;
 Thence North 89°50'31" East 10.07 feet;
 Thence South 00°24'16" East 64.00 feet, containing 1.30 acres.



Parking Lot
Future Proposed Road



ALTERNATES

1. ALTERNATE NO. ONE: This alternative shows a building layout that is more compact than the main proposal. It includes a parking lot and a playground area. The building footprint is smaller, and the parking lot is more integrated with the building. The playground area is located to the right of the building. This alternative is designed to be more efficient in terms of land use.

2. ALTERNATE NO. TWO: This alternative shows a building layout that is more spread out than the main proposal. It includes a parking lot and a playground area. The building footprint is larger, and the parking lot is more integrated with the building. The playground area is located to the right of the building. This alternative is designed to be more efficient in terms of land use.

3. ALTERNATE NO. THREE: This alternative shows a building layout that is more compact than the main proposal. It includes a parking lot and a playground area. The building footprint is smaller, and the parking lot is more integrated with the building. The playground area is located to the right of the building. This alternative is designed to be more efficient in terms of land use.

4. ALTERNATE NO. FOUR: This alternative shows a building layout that is more spread out than the main proposal. It includes a parking lot and a playground area. The building footprint is larger, and the parking lot is more integrated with the building. The playground area is located to the right of the building. This alternative is designed to be more efficient in terms of land use.

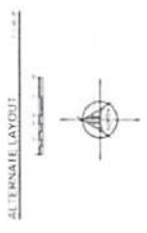
5. ALTERNATE NO. FIVE: This alternative shows a building layout that is more compact than the main proposal. It includes a parking lot and a playground area. The building footprint is smaller, and the parking lot is more integrated with the building. The playground area is located to the right of the building. This alternative is designed to be more efficient in terms of land use.

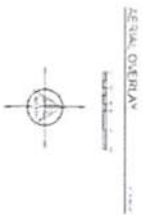
6. ALTERNATE NO. SIX: This alternative shows a building layout that is more spread out than the main proposal. It includes a parking lot and a playground area. The building footprint is larger, and the parking lot is more integrated with the building. The playground area is located to the right of the building. This alternative is designed to be more efficient in terms of land use.

7. ALTERNATE NO. SEVEN: This alternative shows a building layout that is more compact than the main proposal. It includes a parking lot and a playground area. The building footprint is smaller, and the parking lot is more integrated with the building. The playground area is located to the right of the building. This alternative is designed to be more efficient in terms of land use.

PERIMETER FENCE

1. PERIMETER FENCE: This alternative shows a building layout that is more compact than the main proposal. It includes a parking lot and a playground area. The building footprint is smaller, and the parking lot is more integrated with the building. The playground area is located to the right of the building. This alternative is designed to be more efficient in terms of land use.





PROJECT TITLE
 DUCHECNE COUNTY SCHOOL DISTRICT
 UNION HIGH SCHOOL
 850 EAST LAGOON ST. ROOSEVELT, UTAH



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 KEVIN MADSON & ASSOCIATES
 ARCHITECTURE & PLANNING
 1400 EAST 1000 NORTH, SUITE 100, SALT LAKE CITY, UT 84143
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