

## BOARD OF TRUSTEES

# SEPTEMBER 13, 2017 BOARD OF TRUSTEES @ MOUNTAINLAND TECHNICAL COLLEGE (LEHI, UT)

### UTAH SYSTEM OF TECHNICAL COLLEGES

### BOARD OF TRUSTEES MEETING AGENDA

10:00 a.m. to 2:00 p.m.

Mountainland Technical College

2301 W. Ashton Blvd.

Lehi, UT 84043

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#### I. Introduction

A. Call to Order and Pledge of Allegiance – Chair Evans

B. Introductions and Orientation – Chair Evans

C. Oath of Office for New and Reappointed Board of Trustees – Chair Evans

D. Recognition of Departing Board of Trustees Members – Chair Evans

E. Board of Trustees information binder – Commissioner Woolstenhulme

F. Executive Committee Special Meeting Report [\(8/21/2017\)\\_\(assets/docs/8-21-17-Special-Minutes-Draft.pdf\)](#) and Approval of Minutes –Chair Evans [ITEM F \(../assets/docs/8-21-17-Special-Minutes-Draft.pdf\)](#)

**G.** Approval of [May 18, \(../assets/docs/05-18-17-Minutes-Draft.pdf\)](#)2017 and [June 22, \(../assets/docs/06-22-17-Minutes-Draft.pdf\)](#)2017 Board of Trustees Meeting Minutes – Chair Evans  
[ITEM G1 \(../assets/docs/05-18-17-Minutes-Draft.pdf\)](#) [ITEM G2 \(../assets/docs/06-22-17-Minutes-Draft.pdf\)](#)

**H.** Host College Highlights (Mountainland Technical College) – President Christensen [ITEM H \(../assets/docs/09/Mtnland-Highlights-1.pdf\)](#)

## **II. Action Items**

**I.** Board Meeting Dates: 2017-2018 – Chair Evans [ITEM I \(assets/docs/II-I-Board-Meetings-C.pdf\)](#)

**J.** Approval of FY 2017 Student Data – Assistant Commissioner Barrus [ITEM J \(assets/docs/J-Student-Data-Updated-Final.pdf\)](#)

**K.** USTC 2017 Annual Report – Assistant Commissioner Barrus [ITEM K \(assets/docs/AI-2K-Annual-Report.pdf\)](#)

**L.** System Goals and Metrics – Commissioner Woolstenhulme [ITEM L \(assets/docs/LIIGoals-and-Metrics-C-1.pdf\)](#)

**M.** Performance-based Funding – Commissioner Woolstenhulme [ITEM M \(assets/docs/III-M-Perf-funding-C-1.pdf\)](#)

**N.** Policy Revisions Under Senate Bill 238 – Assistant Commissioner Barrus [ITEM N \(assets/docs/II-N-Policy-Revisions-AI.pdf\)](#)

**O.** College Presentations and Approval of FY 2019 Budget Request – Commissioner Woolstenhulme and Assistant Commissioner Brinkerhoff [ITEM O \(assets/docs/III-O-Budget-C.pdf\)](#)

[BRIDGERLAND \(assets/docs/Item-III-O-BTech-Request\\_Programs-FY-2019.pdf\)](#), [DAVIS \(assets/docs/III-O-Davis.pdf\)](#), [DIXIE \(assets/docs/III-O-Dixie.pdf\)](#), [MOUNTAINLAND \(assets/docs/III-O-Mtn.pdf\)](#), [OGDEN-WEBER \(assets/docs/Item-II-O-OWTC-Request\\_Progrms-FY-2019.pdf\)](#), [SOUTHWEST \(assets/docs/O-III-Southwest.pdf\)](#), [TOOELE \(assets/docs/III-O-Tooele.pdf\)](#), [UINTAH BASIN \(assets/docs/III-O-Uintah-Basin.pdf\)](#)

**P.** Southwest Technical College – Authorization to Bond for Building Remodel  
Assistant Commissioner Brinkerhoff [ITEM P \(assets/docs/IIP-Southwest-C.pdf\)](#)

## **III. Information Items**

**Q.** Update on the Governor’s Education Summit (October 12th and 13th) – Assistant Commissioner Demma [ITEM Q \(assets/docs/Q-III-Update-on-Governors-Summit-AI.pdf\)](#)

**R.** College Presidents' 2017 Evaluations – Commissioner Woolstenhulme ITEM R  
([assets/docs/R1.Presidents-2017-Evals.pdf](#))

**S.** Schedule of College Presidents' 2018-19 Evaluations – Commissioner Woolstenhulme and Associate Commissioner Jared Haines ITEM S ([assets/docs/S-Schedule-Pres-Eval-C-1.pdf](#))

**T.** College Financial Reports – Assistant Commissioner Brinkerhoff ITEM T ([assets/docs/IIIT-College-Reports.pdf](#))

BRIDGERLAND ([assets/docs/Item-III.T-BTech-financial-report-BOT-9\\_13\\_17.pdf](#)) DAVIS  
([assets/docs/Item-III.T-Davis-Tech-financial-report-BOT-9\\_13\\_17.pdf](#)) DIXIE ([assets/docs/Item-III.T-Dixie-Tech-financial-report-BOT-9\\_13\\_17.pdf](#)) MOUNTAINLAND ([assets/docs/Item-III.T-MTech-financial-report-BOT-9\\_13\\_17.pdf](#)) OGDEN-WEBER ([assets/docs/Item-III.T-OWTC-financial-report-BOT-9\\_13\\_17.pdf](#)) SOUTHWEST ([../assets/docs/Item-III.T-STech-financial-report-BOT-9\\_13\\_17.pdf](#)) TOOELE  
([../assets/docs/Item-III.T-TTech-financial-report-BOT-9\\_13\\_17.pdf](#)) UINTAH BASIN ([../assets/docs/Item-III.T-UBTC-financial-report-BOT-9\\_13\\_17-1.pdf](#))

**U.** Programs Approved – Associate Commissioner Haines ITEM U ([../assets/docs/IIIU-Programs-Approved-C.pdf](#))

**V.** USTC Commissioner's Office Budget Report – Assistant Commissioner Brinkerhoff ITEM V  
([../assets/docs/IIIV-Budget-Report-C-1.pdf](#))

**W.** USTC Master Calendar – Commissioner Woolstenhulme

**X.** Tooele Technical College President Search Update – Commissioner Woolstenhulme, Trustee Ulery  
ITEM X ([../assets/docs/IIIX-Tooele-Search-C1.pdf](#))

#### **IV. 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.

#### **V. Adjourn**

Tour of Mountainland Technical College provided by President Christensen

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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 Trustees members only by prior arrangement with the Board secretary. The Mountainland Technical College shall be the anchor location for public attendance.



The Utah College of Applied Technology (UCAT)  
Board of Trustees Meeting  
DATE: 18 May 2017  
TIME: 10:00 AM – 2:00 PM  
LOCATION: Tooele Applied Technology College  
88 South Tooele Boulevard  
Tooele, Utah 84074  
(Anchor location for electronic access)

## MINUTES

### (DRAFT – Pending Board Approval)

#### Board of Trustees Present

Jim Evans, Chair – MATC  
Steve Moore, Vice-Chair – OWATC  
Scott Theurer – BATC  
Michael Jensen – DATC  
Stephen Wade – DXATC (By Conference Call)  
Dave Ulery – TATC  
Mike Angus – UBATC  
Jim Olsen – Governor's Appointee Business/Industry  
Dale Cox – Union Apprenticeship  
Val Hale – Governor's Office of Economic Development  
Michelle Boulter – State Board of Education

#### Board of Trustees Absent

(vacant) – SWATC  
Brad Tanner – Non-Union Apprenticeship  
W. Tim Miller – Salt Lake Community College  
Brian Florang – Snow College  
Jessalie Anderson – State Board of Regents

#### UCAT Administration

Dave Woolstenhulme – Commissioner of Technical Education  
Jared Haines – Assoc. Commissioner  
Tyler Brinkerhoff – Asst. Cmsr Planning, Finance & Facilities  
Zachary Barrus – Asst. Cmsr, Institutional Research & Analysis  
Sherry Harward, Executive Assistant to the Commissioner, Board Secretary

#### UCAT Administration Absent

Joseph Demma – Asst. Cmsr, Public Affairs

#### Others Present

Chad Campbell – BATC, President  
Mike Bouwhuis – DATC, President  
Kelle Stephens – DXATC, President  
Clay Christensen – MATC, President  
Collette Mercier – OWATC, President  
Brennan Wood – SWATC, President  
Scott Snelson – TATC, President  
Aaron Weight – UBATC, President  
Linda Skinner – TATC, Vice President for Instruction  
Kent Thygerson – TATC, Vice President of Finance  
Ellen Lange-Christensen – TATC, Vice President for Student Services  
Abra Trussell – TATC, Executive Assistant to the President  
Joyce Hogan – TATC, Board of Directors Chair  
Marvin Shaffer, TATC, Board of Directors Member  
Jennifer Bancott – TATC, Board of Directors Member  
Kirt Michaelis – MATC, Vice President of Finance  
Russell Galt – DATC, Vice President of Administrative Services  
Spencer Pratt – Office of the Legislative Fiscal Analyst  
Jacob Wright – Governor's Office of Management and Budget

## MINUTES OF MEETING

UTAH COLLEGE OF APPLIED TECHNOLOGY

Board of Trustees

18 May 2017

(Draft – Pending Board Approval)

### ***I. INTRODUCTION ITEMS***

#### **A. Call to Order and Pledge of Allegiance**

Meeting was called to order at 10:05 a.m.

#### **B. Approval of 23 March, 2017 Board Meeting Minutes**

Motion to approve the Meeting Minutes from 23 March, 2017

Motion: Jim Olsen; Second: Scott Theurer

Voting: Unanimous

#### **C. Host College Highlights (TATC)**

TATC President Snelson welcomed the Board and introductions were completed. President Snelson provided an overview of TATC's service region, background about the college, recent accreditation, and achievements. Ellen Lange-Christensen, Vice President for Student Services discussed TATC student demographics. Kent Thygerson, TATC, Vice President of Finance discussed financial strengths, risk assessments and challenges of the college. Linda Skinner, Vice President for Instruction reported on instruction programs approved and accreditation commendations and recommendations.

### ***II. ACTION ITEMS***

#### **D. Date Change for September Board Meeting**

Significant conflicts have made it necessary for the Board to consider changing the date of the Board meeting currently scheduled for Thursday, September 14, 2017 to be held at the Mountainland Applied Technology College. The proposed dates discussed were Wednesday, September 13 and Friday, September 15. After discussion, the date of Wednesday, September 13 was the consensus.

Motion to move the upcoming Board of Trustees Meeting from Thursday, September 14, 2017 to Wednesday, September 13, 2017.

Motion: Michael Jensen, Second: Mike Angus

Unanimous

#### **E. Election of Board of Trustees Chair and Vice-Chair**

Nominations Chair, Mike Angus, indicate that the committee's recommendation for election of Board Chair and Vice-Chair be to continue with the current leadership of Chair Evans and Vice-Chair Moore.

Motion to open nominations for additional candidates.

Motion: Chair Jim Evans, Second: Scott Theurer; no additional names submitted

Motion to close nominations for Board Chair and Vice-Chair.

Motion: Mike Jensen, Second: Scott Theurer

Unanimous

Motion to approve continued leadership of Board Chair, Jim Evans and Vice-Chair, Steven Moore.

Motion: Mike Jensen, Second: James Olsen

Unanimous

### **F. College Presidents Compensation**

Trustee Jensen stated that the Compensation Committee was authorized to recommend adjustments for Presidents' salaries up to midpoint of market range and adjustments equal to the amount funded by Legislature for those already at midpoint. Anything beyond that scope needs to be approved by the Board. Each campus Board was asked to provide recommendations for adjustments. Trustee Jensen indicate recommendations are not associated with the performance evaluation process, just general compensation and retention. The Committee accepted and authorized all local Board recommended increases except DATC President Bouwhuis of 9.7% (top of his market range), and the Compensation Committee is recommending a 5% increase for MATC President Christensen's salary (moves him slightly above midpoint). Recommendations were based upon tenure in position. Commission Woolstenhulme noted the goal is to get all Presidents to midpoint by year 5-6, which is consistent with USHE's practices

Motion to approve the recommendations proposed in Item F for President's salaries.

Motion: Mike Angus, Second: Mike Jensen

Unanimous, Vice-Chair Moore, Opposed

### **G. Capital Development Presentations**

Assistant Commissioner Brinkerhoff indicated that the Board of Trustees receives funding request pertaining to capital facilities and land purchases from the applied technology colleges, prioritizes the requests and submits the prioritized requests to the State Building Board. The projects to be prioritized are listed in the agenda.

BATC, DATC and MATC presented their capital facilities projects to the Board.

**Recess for Lunch:** 12:04 pm

**Back in Session:** 12:30 pm

### **H. Alignment of UCAT and COE Enrollment/Outcomes Reporting Policies**

Assistant Commissioner Barrus reported the tightening up of wording in policies 200-205 to better align with COE enrollment and outcomes reporting policies. Example include alignment of deadlines and course requirements and reporting graduates versus certificates awarded. With the revisions made in Policies 200-205, Policy 206 is now extraneous. The next step is to present them to the Legislature. All policies have been vetted and approved by all college presidents and instructional officers.

Motion to repeal Policy 206, Student Placement Reporting and approve the proposed revisions to Policies 200, 201, 204 and 205 attached in Item H of the agenda.

Motion: Steven Moore, Second: Jim Olsen

Unanimous

### **I. FY 2018 Data Dictionary**

Assistant Commissioner Barrus stated the Data Dictionary is updated and approved by the Trustees annually as a set of standards and guidelines for student data reporting. FY 2018 revisions to the Data Dictionary include matriculation codes changes, matriculation standardization, and alignment with COE. A link is provided for a complete copy of the FY 2018 Data Dictionary is provided in the agenda under Item L.

Motion to approve the UCAT Data Dictionary for FY 2018.

Motion: Scott Theurer, Second: Dale Cox

Unanimous

### **J. Coordination with Secondary Education Providers Policy**

Assistant Commissioner Barrus noted that auditors recommended that we develop a policy to allow for regular renewal and review of articulation agreements between the K12 schools and UCAT. Policy 207 was created and reviewed by the college presidents and instructional officers for this purpose. It is recommended that the policy be approved for immediate implementation.

Motion to approve Policy 207 for immediate implementation.  
Motion: Scott Theurer, Second: Mike Jensen  
Unanimous

**K. Commissioner's Office Information Technology Acceptable Use Policy**

Assistant Commissioner Barrus indicated that Commissioner Woolstenhulme has instructed that we review our own internal data annually. Policy 516, Information Technology Acceptable Use, was created from reviewing best practices from USHE, University of Utah and the OWATC. The recommendation to the Board is the policy be approved for immediate implementation.

Motion to approve Policy 516, Information Technology Acceptable Use, for immediate implementation.  
Motion: Mike Angus, Second: Steven Moore  
Unanimous

**P. Approval of FY 2019 Capital Development Priorities**

Chair Evans moved Item P to follow next. The Trustees scored each FY 2019 Capital Development project individually prior to the lunch break, and Assistant Commissioner Brinkerhoff totaled and reviewed the final scoring of the projects with the Board. Assistant Commissioner Brinkerhoff noted that all 3 requests were ranked extremely close within one point and there was a tie for the second-place ranking. Commissioner Woolstenhulme indicated all 3 projects are critical to the System, and he emphasized the need for system unity in support for the request, order and ranking going forward to the Building Board.

<u>Ranking</u>	<u>Project</u>	<u>Average</u>
1	DATC Allied Health Building	86.40
2	BATC Health Sciences & STEM Technology Building	85.80
2	MATC Thanksgiving Point Campus Technology/Trades Building	85.80

Motion to submit all 3 FY 2019 Capital Development Priorities as currently ranked (noting there is a two-way tie for second place) to the State Building Board.  
Motion: Jim Olsen, Second: Scott Theurer  
Unanimous

**L. FY 2018 Proposed Tuition Adjustments**

Assistant Commissioner Brinkerhoff provided a summary of the proposed tuition adjustments for FY 2018 for each of the campuses as listed in the agenda Item L. Commissioner Woolstenhulme also recommended that UCAT no longer differentiate tuition by Tier 1 and Tier 2.

Motion to approve the proposed FY 2018 tuition adjustments.  
Motion: Mike Jensen, Second: Scott Theurer  
Unanimous

**M. FY 2018 Proposed Differential Tuition Rates**

Assistant Commissioner Brinkerhoff noted per policy, any approved differential tuition rate expires at the end of each fiscal year. Assistant Commissioner Brinkerhoff presented the proposed FY 2018 Differential Tuition Rates for the applicable colleges for approval. Individual college increases are noted in Item M of the agenda.

Motion to approve the differential tuition rates for BATC, DATC, OWATC, TATC, and UBATC, as indicated in Item M of the agenda.  
Motion: Scott Theurer, Second: Mike Angus  
Unanimous



#### **N. UCAT Office Lease and MATC Transition**

Commissioner Woolstenhulme indicated a location has been identified for the new office for the Commissioner's Office in the Salt Lake area at 310 South Main. Cost will be about \$19.50 per square foot for approximately 4,200 square feet. There is a Trax stop directly across from the building, and parking will be available in the Wells Fargo Building parking structure. A contract is being drafted and should be available soon for review by the Board. The current facility will be transferred to the Mountainland Applied Technology College, and discussion is taking place regarding the Northstar team transitioning under UTEN for oversight and location of operation. The new location will be more cost effective and efficient for collaboration and daily meeting demands in the Salt Lake area.

Motion: No action item at this date, pending contract. Comfort vote demonstrated consensus to move forward.

#### **O. Utah System of Technical Colleges Logo**

Commissioner Woolstenhulme reported with the implementation of SB238, each of the colleges are implementing new logo designs and branding marks. The goal for the System branding is to create a professional look that allows statewide recognition but does not take away from the individual colleges' designs. The acronym proposed is "UTECH," and each college would utilize the acronym in their name (BTech, Davis Tech, Dixie Tech, UB Tech, Southwest Tech, MTech, Ogden-Weber Tech College, Tooele Technology College). Color scheme proposed for the System will be blue, black and gun metal. Wordmark designs were presented to the Board. Feedback regarding the logo marks included difficulty in identifying the figure that looks like a "7" for a "T."

Motion to approve adopting the acronym of "UTECH" as the acronym for the Utah System of Technical Education.

Motion: Scott Theurer, Second: Mike Jensen

Unanimous

#### **Q. Approval of FY 2018 Commissioner's Office Budget**

Assistant Commissioner Brinkerhoff presented the Board with a recommended FY 2018 budget for the Commissioner's Office as listed in agenda Item Q.

Motion to approve FY 2018 budget for the Commissioner's Office.

Motion: Dale Cox, Second: Dave Ulery

Unanimous

### ***III. Information Items***

#### **R. Audit Committee Report**

Audit Committee Chair, Dale Cox, indicated all campuses received clean audits, and 2 colleges received one finding each (MATC and TATC). Commissioner Brinkerhoff explained the 2 findings were the least severe of findings, and both have completed steps of remedy. MATC Vice President of Finance, Kirt Michaelis, indicated their finding involved a Pell refund that was not remitted to a student on time. They have implemented a process to correct the process. TATC Vice President of Finance, Kent Thygerson stated their finding was symptomatic of having a small staff size and his involvement in daily transactions and review process. Duties have been reallocated to additional employees outside of the Finance Department, and they will be hiring an additional Accounting Clerk to segregate duties. The TATC also initiated a Risk Controls Assessment which identified a few process changes that could be implemented to ensure effective systems are in place to meet high standards. Audit Committee Chair, Dale Cox, suggested each other the other college's Finance VP provide a similar report in the September meeting. Commissioner indicated Assistant Commissioner Brinkerhoff can also put together a template to assist the Finance VPs in preparing the same information for the presentation to the Board. Assistant Commissioner Brinkerhoff noted that it is very commendable that among the 8 college audits, there were only 2 relatively minor findings.

#### **S. OWATC President Search Update**

Trustee Moore indicated 7 candidates will be interviewed for the first round of interviews, and up to 4 candidates will be forwarded for final interviews, which will be completed by the Board of Trustees and OWATC Board of Directors the second or third week in June. Trustee Moore thanked the search committee for their efforts.

**T. Nominations/Recommendations for UCAT Board Members 2017-2021**

Associate Commissioner Haines explained that the Boards of Directors have each submitted nominations to Governor Herbert to fill vacancies which begin July 1, 2017, for their representatives on the Board of Trustees. Governor Herbert will be making selections today and notifications will take place soon. The Board of Trustees Appointments & Terms were provided for review in agenda Item T.

**U. Programs Approved: MATC**

Associate Commissioner Haines indicated that Commissioner Woolstenhulme has approved MATC programs since the Board last met. The programs are listed in the agenda under Item U.

**V. UCAT Commissioner's Office Budget Report**

Assistant Commissioner Brinkerhoff presented the Board with a report detailing appropriated revenues and expenditures by category for the Office of the Commissioner for the current fiscal year May 31, 2017.

**W. UCAT Master Calendar**

Commissioner Woolstenhulme reported that a master calendar will be sent to the Trustees each month that reports the notable events taking place at each college to allow attendance and support by the Trustees.

**X. Recognition of President Mercier**

Chair Evans, Commissioner Woolstenhulme and Vice-Chair Moore thanked President Mercier for her dedication and many years of service.

**Y. Recognition of Departing Board Members**

Trustees Jerry Taylor, Jesselie Anderson, Barbara Corey and Vale Hale were commended for their services as Trustees.

**V. ADJOURN**

Motion to Adjourn: Jim Olsen, Second: Scott Theurer

Voting: Unanimous

Meeting adjourned at 1:58 p.m.

Tour of Tooele Applied Technology College by President Scott Snelson

The Utah College of Applied Technology (UCAT)  
Board of Trustees Meeting  
DATE: 22 June 2017  
TIME: 8:30 AM – 3:00 PM  
LOCATION: Ogden-Weber Applied Technology College  
200 North Washington Boulevard  
Ogden, Utah 84404  
(Anchor location for electronic access)

## MINUTES

### (DRAFT – Pending Board Approval)

#### Board of Trustees Present

Jim Evans, Chair – MATC  
Steve Moore, Vice-Chair – OWATC  
Brian Florgang – Snow College  
Scott Theurer – BATC  
Stephen Wade – DXATC  
Jim Olsen – Governor's Appointee Business/Industry  
Dale Cox – Union Apprenticeship  
Brad Tanner – Non-Union Apprenticeship

#### Board of Trustees Absent

Dave Ulery - TATC  
Michael Jensen – DATC  
Mike Angus – UBATC  
Jessalie Anderson – State Board of Regents  
Michelle Boulter – State Board of Education  
Tim Miller – Salt Lake Community College  
Vacant – SWATC  
Val Hale – GOED

#### UCAT Administration

Dave Woolstenhulme – Commissioner of Technical Education  
Jared Haines – Assoc. Commissioner  
Joseph Demma – Asst. Cmsr, Public Affairs  
Tyler Brinkerhoff – Asst. Cmsr Planning, Finance & Facilities  
Zachary Barrus – Asst. Cmsr, Institutional Research & Analysis  
Sherry Harward, Executive Assistant to the Commissioner/Board Secretary  
Doug Richards, UCAT, Legal Counsel

#### Others Present

Chad Campbell – BATC, President  
Collette Mercier – OWATC, President  
Scott Snelson – TATC, President  
Joyce Wilson – OWATC Chair, Board of Directors  
Richard Taylor – OWATC Board of Directors  
Matt Wardle – OWATC Board of Directors  
Paul Widdison – OWATC Board of Directors  
Will Shaffer – OWATCH Board of Directors

## MINUTES OF MEETING

UTAH COLLEGE OF APPLIED TECHNOLOGY

Board of Trustees

22 June 2017

(Draft – Pending Board Approval)

### I. Introduction

#### A. Call to Order

Motion to go into closed session, as provided in Utah Statute 52-4-205, to discuss the character, professional competence, or physical or mental health of individuals.

Motion: Steve Moore, Second: Brian Florang

A roll-call vote was conducted:

Jim Evans - Yes  
Steve Moore - Yes  
Scott Theurer - Yes  
Brian Florang - Yes  
Jim Olsen - Yes  
Dale Cox - Yes  
Brad Tanner - Yes

Voting: Unanimous

The Board entered closed session at 9:06 a.m.

### II. Closed Session

#### B. Review of OWATC President Search Final Candidates

#### C. Interviews of Final Candidates

#### D. Final Review of Candidates

The Board reconvened in open session at 2:22 pm

### III. Information Items

#### E. System Wordmark – Assistant Commissioner Joseph Demma

Item E was tabled until the September Board of Trustees Meeting.

### IV. Action Items

#### H. Possible Appointment of Ogden-Weber Technical College President

Chair Evans moved Item H forward to ensure a quorum. Chair Evans thanked the OWATC President Search Committee, OWATC Board of Directors, and the UCAT Board of Trustees for their participation in a thorough selection

process for the next President of the Ogden-Weber Applied Technology College. Retiring OWATC President, Collette Mercier provided brief farewell remarks.

Motion: Motion to select Jim Taggart to serve as President of the Ogden-Weber Applied Technical College.

Motion: Steve Moore, Second: Stephen Wade

A roll-call vote was conducted:

Chair Evans – Yes  
Dale Cox - Yes  
Jim Olsen - Yes  
Brad Tanner - Yes  
Scott Theurer - Yes  
Stephen Wade - Yes  
Brian Florgang - Yes  
Steve Moore - Yes

#### **F. Commissioner's Office SLC Lease Agreement & MATC Bond Payment**

Commissioner Woolstenhulme reported the location selected for the new Commissioner's Office is 310 South Main in Salt Lake City. An agreement has been created, and Lee Fairborn with the State Real Estate Office is assisting with the process. The pricing will be \$19.50 per square foot with a 2 ½% escalator. The agreement is for 7 years with an option for first rights to renew an additional 5-years. The transition will provide a cost savings of approximately \$40,000. The landlord is providing an allowance of \$35 per square foot for tenant improvements, and one-time funds will be utilized in addition to accomplish build-out. MATC will be taking over the current bond payment and will purchase existing equipment for \$100,000. Negotiations are pending to move the Northstar team to UETN, therefore a request has been made to include 400 additional feet of office space in the event that the transfer does not occur.

Motion to approve the lease agreement for the Commissioner's office space at 310 Main in Salt Lake City, the use of use of necessary funds for build-out and office furniture, the transition of MATC to the existing office including the purchase of existing equipment and taking over the bond payment, and adding 400 additional feet to the office space to accommodate the Northstar team if needed.

Motion: Scott Theurer, Second: Brian Florang  
Unanimous

#### **G. Search Committee for Tooele Applied Technology College President Search**

TACT President Snelson has announced his plans to retire December 31, 2017. Policy requires the Board of Trustees approve a TACT President Search Committee.

Motion to approve the proposed individuals noted in agenda Item G for the Tooele Applied Technical College President Search Committee.

Motion: Steve Moore, Second: Stephen Wade  
Unanimous

#### **V. Adjourn**

UCAT Board of Trustees  
22 June 2017  
Page 3  
(draft – pending Board approval)

Motion to Adjourn: Jim Olsen  
Voting: Unanimous

Meeting adjourned at 2:38 pm

Board may vote to go into closed session, which will not be open to the public, pursuant to Utah Code Section 52-4-204-205.

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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.

# UTAH SYSTEM OF TECHNICAL COLLEGES

Board of Trustees

Executive Committee – Special Meeting

Date: August 21, 2017

Time: 7:30 am to 8:00 am

Location: Utah System of Technical Colleges

2801 Ashton Blvd., Lehi, UT 84043

(Anchor location for telephone conference access)

## MINUTES

### Executive Committee -Present

Jim Evans, -Chair\*  
Dale Cox, Audit Committee Chair\*  
Steve Moore, Vice Chair\*  
Brad Tanner, At-Large Trustee Representative\*

### USTC Administration

Dave Woolstenhulme, Commissioner  
Jared Haines, Associate Commissioner  
Doug Richards, Legal Counsel  
Tyler Brinkerhoff, Assistant Commissioner\*  
Zachary Barrus, Assistant Commissioner\*  
Eva Doolin, Executive Assistant

### Excused:

Michael Jensen -College Trustee Representative

### Others Present:

Steven Wade, Trustee -Dixie Technical College\*

\*Attended via telephone conference

## MINUTES OF MEETING

UTAH SYSTEM OF TECHNICAL COLLEGES  
Board of Trustees, Executive Committee  
Special Meeting  
August 21, 2017

### I. Introduction

A. Call to order

Meeting was called to order at 7:27 a.m.

### II. Action Item:

**B. Approval of the Utah System of Technical Colleges, Commissioner's Office lease agreement at 310 South Main, Salt Lake City, Utah, 84101. Lease increased from \$19.50 to \$20.50 RSF and additional square footage. -Commissioner Woolstenhulme**

Commissioner Woolstenhulme briefed the Executive Committee on provisions on the proposed lease agreement that were modified since the Board of Trustees on May 18, 2017. The modified lease will add more space and adjust the rate. Executive Committee approval is needed to move forward with the agreement and proceed with timely design and build-out of the space.

**Motion to approve the modified lease as presented:** Jim Evans, Second, Steve Moore

Voting: Unanimous

### III. Adjourn

Motion to adjourn: Jim Evans

Voting: unanimous

Meeting Adjourned at 8:02am





## UTAH SYSTEM OF TECHNICAL COLLEGES

### AGENDA ITEM

#### USTC BOARD OF TRUSTEES

September 13, 2017

ITEM: II.K

TOPIC: USTC FY 2017 Annual Report

#### BACKGROUND

In accordance with UCA 53B-2a-104(l), the USTC Board of Trustees must annually prepare and submit an annual report detailing the Board's progress and recommendations on career and technical education (CTE) issues to the Governor and the Legislature's Education Interim Committee by October 31 of each year.

With the Board's approval of FY 2017's student enrollment and outcomes data (agenda item J), the Office of the Commissioner is ready to begin drafting the FY 2017 USTC Annual Report. The Commissioner and staff have discussed the statutory requirements of the report, past precedent, and new system initiatives moving forward, and proposes to include the following:

- I. Letter from the Commissioner and/or Board Chair
- II. Discussion of USTC Board/Commissioner's Office efforts from FY 2017
  - a. Alignment of USTC data reporting policies with those of the Council on Occupational Education
  - b. Integration of DWS employment data in USTC legislative budget requests and curricula programming
  - c. Collaboration with the Department of Workforce Services, the Utah System of Higher Education, and the Utah State Board of Education in identifying statewide funding initiatives to meet workforce needs
  - d. Development of stackable credential pathways in cooperation with the Governor's Office of Economic Development, the Utah System of Higher Education, and the Utah State Board of Education
  - e. Development of the USTC Performance-based Funding model (agenda item M)
  - f. Restructuring of USTC and technical college governance
  - g. Board and Commissioner's recommendations on statewide CTE issues
- III. Discussion of FY 2017 outcome measures
  - a. Technical colleges' and the USTC system's Student Enrollment and Outcomes Reports (agenda item J)
  - b. Analysis of FY 2017 USTC system goals and metrics (agenda item L)
  - c. FY 2017 performance-based funding model scores, including discussion of how the model and system goals emphasize meeting the needs of high-wage and high-impact industries
  - d. Analysis of secondary students' enrollment trends and their access to CTE opportunities at the technical colleges
  - e. Analysis of wage differentials from pre- to post-training opportunities, utilizing and attributing relevant sections of the State CTE Board Report published in November 2016

- f. Analysis of Custom Fit program measures
- g. Analysis of student tuition and fee rates, including discussion of Pell Grant disbursements

Because the Board of Trustees does not have a regular meeting scheduled until November (i.e., after the Annual Report's statutory deadline), the Office of the Commissioner proposes that Board authority to approve the FY 2017 USTC Annual Report be delegated to the Executive Committee of the Board of Trustees. A copy of the Annual Report will be provided to each Board member with sufficient time to recommend and incorporate suggested revisions before the Executive Committee meets. All Board members will be invited to attend that meeting, though official action will be taken by Executive Committee members only.

RECOMMENDATION

USTC Administration recommends that the Board of Trustees delegate authority to the Executive Committee to approve the FY 2017 USTC Annual Report in a future meeting to be held before October 31, 2017.

Attachments: None

# UTAH SYSTEM OF TECHNICAL COLLEGES



## AGENDA ITEM

### USTC BOARD OF TRUSTEES September 13, 2017

ITEM: II.I

TOPIC: Board Meeting Dates: 2017-2018

#### BACKGROUND

The Board of Trustees voted in January 2017 to schedule regular Board meetings every other month except during the summer, rotated between each of the colleges. Meetings were scheduled through the end of 2017. Additional Board meeting dates through the end of 2018 are included in the proposed schedule attached.

#### RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed meeting schedule through the end of 2018.

Attachments: Schedule of Meetings



## BOARD OF TRUSTEES MEETINGS 2017-2018

DATE	SITE	TIME
November 16, 2017	Dixie Technical College (St. George)	10:00 am to 2:00 pm
January 18, 2018	Davis Technical College (Kaysville)	10:00 am to 2:00 pm
March 15, 2018	USTC Office (Salt Lake City)	10:00 am to 2:00 pm
May 17, 2018	Uintah Basin Technical College (Roosevelt)	10:00 am to 2:00 pm
September 20, 2018	Southwest Technical College (Cedar City)	10:00 am to 2:00 pm
November 15, 2018	Ogden-Weber Technical College (Ogden)	10:00 am to 2:00 pm



## UTAH SYSTEM OF TECHNICAL COLLEGES

### AGENDA ITEM

#### USTC BOARD OF TRUSTEES

September 13, 2017

ITEM: II.M

TOPIC: Performance-based Funding

#### BACKGROUND

Senate Bill 117 (2017 General Session), "Higher Education Performance Funding", was signed by Governor Gary Herbert on March 24, 2017. The bill establishes a restricted account that will appropriate ongoing funding to Utah institutions of higher education in response to improvements to their performance.

S.B. 117 charges the USTC Board of Trustees with establishing a model for determining a technical college's overall performance, and requires that certain elements be included in that model. The Board of Trustees previously approved a performance-based funding model in its January 14, 2016 meeting for use in developing USTC's FY 2017 legislative budget request. However, given new statutory requirements under S.B. 117, the previously-approved model requires extensive revision.

Staff from the Commissioner's Office has met with legislative members to understand the intent behind S.B. 117, officials from the Utah System of Higher Education to explore USHE's performance-based funding model, and with the technical college presidents to solicit feedback and suggestions for improving USTC's model. The final model is attached here for Trustees' consideration.

S.B. 117 states that in order to obtain all performance-based funding available to it, a technical college must display improvements of at least 5% over its prior five-year average performance. Because USTC has undergone major revisions to its student outcomes reporting policies, the legislature has allowed the technical colleges to compare annual performance to a shorter temporal window until we reach five years of operation under current policy provisions.

The USTC Commissioner will present the Board-approved model to the Higher Education Appropriations Subcommittee later this fall, with final college performance data submitted 30 days prior to the opening of the 2018 legislative general session.

#### RECOMMENDATION

USTC Administration recommends that the Board of Trustees adopt the attached performance-based funding model in fulfillment of its obligations under S.B. 117.

Attachments: USTC Draft Performance-based Funding Model

# Performance-based Funding Model

For Presentation to the USTC Board of Trustees - September 13, 2017

	Weighting Per Unit	Multiplier
<b>Certificate Programs</b>	<b>30%</b>	
COE-approved Program Graduates (stratified by program lengths)		
≤ 599 Hours	1.00	
600 - 899 Hours	3.00	
≥ 900 Hours	5.00	
Additional Points for Graduates from High Demand/High Impact Programs*	1.00	
<b>Short-term Occupational Training</b>	<b>10%</b>	
Job Upgrade & Continuing Occupational Education Course Completers (stratified by course lengths)		
≥ 60 Hours	0.20	
< 60 Hours	0.10	
<b>Secondary Completion</b>	<b>15%</b>	
Additional Points for Secondary Program Graduates (stratified by program lengths)		
≤ 599 Hours	0.25	
600 - 899 Hours	0.50	
≥ 900 Hours	1.00	
% of Current Yr's Enrolled HS Seniors Earning Certificate before HS Graduation†‡		200
% of Prior Yr's HS Seniors Earning Certificate within 1 Yr of HS Graduation†‡		100
<b>Placement</b>	<b>25%</b>	
Total Placements	1.00	
<i>Related Employment</i>		
<i>Military Service</i>		
<i>Continuing Education</i>		
Additional Points for Under-served/At-risk Student Placements§	0.50	
Additional Points for Placements from High Demand/High Impact Programs*	1.00	
Placement Rate (includes Graduates & "Early Hires")†		100
<b>Efficiency</b>	<b>20%</b>	
Graduation Rates (stratified by program lengths)†		
≤ 599 Hours		50
600 - 899 Hours		75
≥ 900 Hours		100
Graduates per Certificate-seeking FTE¶		50

\* Specific programs are to be identified by DWS.

† All rate calculations shall be multiplied by the multipliers shown here. For example, where a college has a 77% placement rate, this value is multiplied by 100, resulting in 77 points added to the college's subscore for the model's placement portion.

‡ The percent of the current year's enrolled high school seniors who earn a certificate before high school graduation requires examination of the previous three years of data to capture certificates awarded while students were underclassmen. The prior year's high school seniors earning a certificate within one year of high school graduation analyzes the proportion of high school seniors from the prior year who: (1) earned a credential at any time while in high school (the previous four years of data are analyzed to capture certificates awarded while students were underclassmen); or (2) became postsecondary students within the last year and earned a credential within twelve months of high school graduation.

§ Under-served students include any student of ethnic or racial minority status; any student with a disability; any student identified as a displaced homemaker, single parent, economically disadvantaged, or of limited English proficiency under Carl D. Perkins Grant reporting procedures; and any student receiving Pell Grant, BIA, or DWS benefits. These data are collected annually in mid-October. Performance measured prior to this time shall be considered preliminary and subject to alteration.

¶ Graduates per certificate-seeking full-time equivalent (FTE) is the total number of certificate-seeking graduates, divided by the total hours accrued by certificate-seekers.



## UTAH SYSTEM OF TECHNICAL COLLEGES

### AGENDA ITEM

#### USTC BOARD OF TRUSTEES

September 13, 2017

ITEM: II. O

TOPIC: College Presentations and Approval of FY 2019 Budget Request

#### BACKGROUND

Per UCA 53B-2a-104(2)(f), the USTC Board of Trustees receives budget requests from each college, compiles and prioritizes the requests, and submits the request to the Legislature and the Governor's Office of Management and Budget. USTC Administration and the college presidents have identified budget priorities for consideration in the 2018 legislative session.

The colleges have gone through a rigorous process to identify urgent program and support needs and have been limited to programs that can be started immediately and the top single support priority.

Documentation for each programmatic and support request is attached for review. Each college president will take some time to share individual college needs with the Board.

The USTC ongoing budget priorities for Fiscal Year 2019 include:

- Merit-based salary increases for faculty and staff and anticipated health premium increases
  - 3% reflected on the summary – the recommendation is to align with USHE
- Programs identified by colleges to begin or expand in their respective service regions based on employer demand
- Additional funding for ongoing equipment purchase and replacement needs
- Positions for critical student support positions

#### RECOMMENDATIONS

USTC 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 2019 USTC Budget Request Summary

Program and Support Breakout Summary

College Detailed Request Justification



# Utah System of Technical Colleges

## Legislative Budget Request Summary

For the Fiscal Year Ending June 30, 2019

<b>Anticipated FY 2018 Base Budget (State Tax Funds Only)</b>	<b>\$85,962,400</b>
<b>Ongoing Budget Increase Requested</b>	<b>\$ 10,141,900</b>
<b>1. Compensation</b>	<b>2,334,600</b>
* Merit-Based Salary Increases (3%)	1,640,600
* Health Insurance Premium Increases (8%)	694,000
<b>2. Employer-Driven Program Expansion</b>	<b>4,228,200</b>
Bridgerland Technical College	738,000
Davis Technical College	909,900
Dixie Technical College	695,000
Mountainland Technical College	760,000
Ogden-Weber Technical College	390,000
Southwest Technical College	258,300
Tooele Technical College	190,000
Uintah Basin Technical College	287,000
<b>3. Equipment Funds</b>	<b>3,000,000</b>
<b>4. Student Support Request</b>	<b>579,100</b>
Davis Technical College	115,900
Dixie Technical College	85,000
Mountainland Technical College	93,500
Southwest Technical College	99,600
Tooele Technical College	85,000
Uintah Basin Technical College	100,100

\* Compensation and insurance figures based on last year's amounts. Numbers to be finalized over the next two weeks

3% compensation increase listed on the request, but it is Administration's recommendation to align with USHE (2% - 3%)



## Program Request Breakout

College	Need	Amount
Btech	Paramedic	282,300
Btech	IT & Coding	258,700
Btech	Automated Mfg.-Quality Control Technician	98,500
Btech	Structural Steel Drafting	98,500
<b>BATC Totals:</b>		<b><u>738,000</u></b>

College	Need	Total
Dtech	Software Development	132,600
Dtech	Automotive Technology	111,360
Dtech	Digital Media Design	105,900
Dtech	Surgical Technology	110,400
Dtech	Composite Materials Technology	121,600
Dtech	Medical Assistant	96,700
Dtech	Automation	115,400
Dtech	Construction	115,900
<b>DATC Totals:</b>		<b><u>909,860</u></b>

College	Need	Total
DXtech	Practical Nurse	224,000
DXtech	Digital Media Design (Developer Track)	128,000
DXtech	Auto Tech	108,000
DXtech	Collision Repair	108,000
DXtech	Information Technologies	127,000
<b>DXATC Totals:</b>		<b><u>695,000</u></b>

College	Need	Total
Mtech	Information Technologies - Mobile App	200,000
Mtech	Information Technologies - Web Development	190,000
Mtech	Automated Manufacturing	215,000
Mtech	Medical Assistant Expansion	110,000
Mtech	Dental Assisting	45,000
<b>MATC Totals:</b>		<b><u>760,000</u></b>

College	Need	Total
OWtech	Industrial Automation	130,000
OWtech	Software Development	180,000
OWtech	Dental Assisting	80,000
<b>OWATC Totals:</b>		<b><u>390,000</u></b>

<b>College</b>	<b>Need</b>	<b>Total</b>
Stech	Practical Nursing Program Development	142,113
Stech	Rural Area Faculty	116,180
<b>SWATC Totals:</b>		<b>258,293</b>

<b>College</b>	<b>Need</b>	<b>Total</b>
Ttech	Industrial Maintenance	95,000
Ttech	Heavy Duty Diesel	95,000
<b>TATC Totals:</b>		<b>190,000</b>

<b>College</b>	<b>Need</b>	<b>Total</b>
UBtech	Information Technology	168,733
UBtech	Surgical Technician	118,228
<b>UBATC Totals:</b>		<b>286,961</b>

**Programs Request Total: 4,228,114**

## Support Request Breakout

<b>College</b>	<b>Need</b>	<b>Total</b>
Dtech	Recruitment/Placement	115,900
DXtech	Financial Aid/Academic Advisor	85,000
Mtech	Counseling	93,500
Stech	Job Placement Specialist	99,598
Ttech	Recruiter	85,000
UBtech	IT Support	100,078
	<b>Total Support Request:</b>	<b>579,076</b>

# UTAH SYSTEM OF TECHNICAL COLLEGES

## AGENDA ITEM

### USTC BOARD OF TRUSTEES

September 13, 2017



ITEM: III. T

TOPIC: College Financial Reports

#### BACKGROUND

Last meeting, based on the recommendation of the Audit Committee, the Board requested a brief financial report from the technical colleges. Each college in the system has prepared a report that ties to audited financial statements to provide the Trustees a snapshot reflecting the financial position of each college. The attached one-page reports are not intended to replace an examination of college financial statements, the accompanying notes, and the auditors' reports. Full financial reports are available on the State Auditor's website or by request from the system office or the individual colleges.

Each college Chief Financial Officer or other designee will report briefly on his or her college's financial position in addition to the attached written reports.

The reports provide insight into the college's financial health by reflecting five years of current assets, current liabilities, and a calculation of current ratio which is a gauge of an entity's ability to pay its financial obligations. A breakdown of revenues over five years is also included along with graphics illustrating trends for current assets, net position and revenue.

Some colleges' reports include a footnote discussing treatment of their foundations. Financial reporting requirements for foundations vary depending on the structure and legal relationship with the college. Some colleges are required to include their foundations in the college's financial statement. The inclusion of a foundation on a college's financial statement obviously affects the college's overall financial picture. Other foundations have their own separate statements, and two colleges do not have foundations.

Attachments:

One-page financial report from each college

**UTAH SYSTEM OF TECHNICAL COLLEGES**

**AGENDA ITEM**

**USTC BOARD OF TRUSTEES**

**September 13, 2017**



ITEM: III.V

TOPIC: USTC Commissioner's Office Budget Report

**BACKGROUND**

Per UCAT policy 555.4.5, *"A report detailing revenue and expenditures for all budget categories and an investment report reflecting cash and investment balances as of the month most recently ended 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 Commissioner for the current fiscal year through August 31, 2017 as well as the check register for July - August 2017.

Attachments:

Budget progress report

Check/Disbursement register

Cash & Investment Balances



*Utah System of Technology Colleges*  
*Office of the Commissioner*  
*Office Budget FY 2018*

<b>Revenue</b>	<u>Budgeted</u>	<u>Year to Date</u>	<u>%</u>
USTC Administration Ongoing Appropriation	1,950,500	487,625	25.0%
Equipment Appropriation	17,700	4,425	25.0%
Custom Fit Appropriation	3,959,200	989,800	25.0%
Perkins Leadership Fund for Professional Development	35,000	-	0.0%
College Support for Northstar	170,000	-	0.0%
SLDS Grant	165,000	-	0.0%
Custom Fit Flow Through to Colleges	(3,950,000)	(987,500)	25.0%
Admin Line Item to Colleges (Jobs Now)	(400,000)	(100,000)	25.0%
<b>Total Budget for the Commissioner's Office</b>	<u><u>1,947,400</u></u>	<u><u>394,350</u></u>	<u><u>20.3%</u></u>

<b>Expenditures</b>	<u>Budgeted</u>	<u>Year to Date</u>	<u>%</u>
Salaries, Payroll Tax & Benefits	1,562,760	244,301	15.6%
Building Occupancy Costs	141,000	23,886	16.9%
Professional Development Conference	35,000	-	0.0%
Equipment Purchases	17,700	828	4.7%
Employee Travel	20,000	2,595	13.0%
Board of Trustees Expense	25,000	787	3.1%
Staff & System Meetings	14,500	1,051	7.2%
Public Relations/Marketing	30,000	5,354	17.8%
Automobile Expenses	20,000	796	4.0%
Supplies & Misc. Expenses	45,240	8,045	17.8%
IT Support & Upgrades	14,000	2,010	14.4%
Memberships	22,200	17,915	80.7%
<b>Total Expenditures</b>	<u><u>1,947,400</u></u>	<u><u>307,568</u></u>	<u><u>15.8%</u></u>

**Utah System of Technical Colleges**  
**Check Register**  
 July 2017 through August 2017

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	07/17/2017	11329	Annette Ward Studio	-500.00
Bill Pmt -Check	07/17/2017	11330	Bridgerland Tech	-139,000.00
Bill Pmt -Check	07/17/2017	11331	Brian Florang	-330.58
Bill Pmt -Check	07/17/2017	11332	Davis Tech	-139,000.00
Bill Pmt -Check	07/17/2017	11333	Dave Woolstenhulme	-201.25
Bill Pmt -Check	07/17/2017	11334	Dixie Tech	-96,250.00
Bill Pmt -Check	07/17/2017	11335	Fuelman	-373.13
Bill Pmt -Check	07/17/2017	11336	Jim Evans	-85.07
Bill Pmt -Check	07/17/2017	11337	Mountainland Tech	-501,657.50
Bill Pmt -Check	07/17/2017	11338	Ogden-Weber Tech	-139,000.00
Bill Pmt -Check	07/17/2017	11339	Ricoh	-226.95
Bill Pmt -Check	07/17/2017	11340	Salt Lake Chamber	-10,000.00
Bill Pmt -Check	07/17/2017	11341	Scott Theurer	-51.04
Bill Pmt -Check	07/17/2017	11342	Snow College	-68,750.00
Bill Pmt -Check	07/17/2017	11343	Stephen Wade	-207.16
Bill Pmt -Check	07/17/2017	11344	Steve Moore	-113.37
Bill Pmt -Check	07/17/2017	11345	Stimulating Design	-3,000.00
Bill Pmt -Check	07/17/2017	11346	Southwest Tech	-96,250.00
Bill Pmt -Check	07/17/2017	11347	Tooele Tech	-91,250.00
Bill Pmt -Check	07/17/2017	11348	Tyler Brinkerhoff	-51.00
Bill Pmt -Check	07/17/2017	11349	Uintah Basin Tech	-116,500.00
Bill Pmt -Check	07/17/2017	11350	USU Eastern	-62,500.00
Bill Pmt -Check	07/17/2017	11351	Utah Dept of Admin Services	-315.08
Bill Pmt -Check	07/17/2017	11352	Wallwork Media & Design	-1,307.50
Bill Pmt -Check	08/01/2017	EFT	WF Card - 0028	-884.59
Bill Pmt -Check	08/01/2017	EFT	WF Card - 2369	-843.13
Bill Pmt -Check	08/01/2017	EFT	WF Card - 4403	-586.27
Bill Pmt -Check	08/01/2017	EFT	WF Card - 4625	-306.00
Bill Pmt -Check	08/01/2017	EFT	WF Card - 5285	-20.00
Bill Pmt -Check	08/10/2017	11353	Bridgerland Tech	-267.87
Bill Pmt -Check	08/10/2017	11354	Davis Tech	-687.94
Bill Pmt -Check	08/10/2017	11355	Doug Richards	-1,653.21
Bill Pmt -Check	08/10/2017	11356	Dixie Tech	-8,334.39
Bill Pmt -Check	08/10/2017	11357	Fuelman	-319.79
Bill Pmt -Check	08/10/2017	11358	Jared Haines	-35.85
Bill Pmt -Check	08/10/2017	11359	Joseph Demma	-222.45
Bill Pmt -Check	08/10/2017	11360	Like Rain Publishing	-546.00
Bill Pmt -Check	08/10/2017	11361	Mountainland Tech	-1,627.28
Bill Pmt -Check	08/10/2017	11362	Ogden-Weber Tech	-14,720.52
Bill Pmt -Check	08/10/2017	11363	PayScale, Inc.	-5,950.00
Bill Pmt -Check	08/10/2017	11364	Signature Images	-2,392.50
Bill Pmt -Check	08/10/2017	11365	Southwest Tech	-5,204.13
Bill Pmt -Check	08/10/2017	11366	Tooele Tech	-142.98

**Utah System of Technical Colleges**  
**Check Register**  
July 2017 through August 2017

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	08/10/2017	11367	Uintah Basin Tech	-4,430.19
Bill Pmt -Check	08/10/2017	11368	Utah Manufacturers Association	-1,965.00
Bill Pmt -Check	08/30/2017	EFT	WF Card - 3711	-6,633.83
Bill Pmt -Check	08/30/2017	EFT	WF Card - 2377	-1,682.29
Bill Pmt -Check	08/30/2017	EFT	WF Card - 5163	-627.70
Bill Pmt -Check	08/30/2017	EFT	WF Card - 2369	-235.85
Bill Pmt -Check	08/30/2017	EFT	WF Card - 5293	-46.44



# Utah System of Technical Colleges

Office of the Commissioner

Fiscal Year 2018 Office Budget

CASH AND INVESTMENTS

as of

August 31, 2017

Name of Bank	Type of account	Rate %	Dollar Amount
Utah PTIF	Savings	1.478 \$	1,156,651.35
Wells Fargo	Checking	0.010 \$	100,884.19



# UTAH SYSTEM OF TECHNICAL COLLEGES



## AGENDA ITEM

### USTC BOARD OF TRUSTEES September 13, 2017

ITEM: III.X

TOPIC: Tooele Technical College President Search

#### BACKGROUND

As announced and approved in the Board's 22 June 2017 special meeting, a search committee has been appointed and has begun reviewing applications for a new president to replace President Scott Snelson upon his retirement 31 December 2017. The Board will be briefed in the meeting on the search committee's progress and plans. Once the search committee has identified finalists, the USTC Board of Trustees and the Tooele Technical College Board of Directors will convene at Tooele Technical College to interview and consider appointment of a president.

#### RECOMMENDATIONS

Information/discussion only.

Attachments: Tooele Technical College President Search Timeline and Committee Roster

Tooele Technical College  
 President Search Committee and Proposed Timeline  
 Trustee Ulery (Search Committee Chair)

<b>Committee Member</b>	<b>Organization</b>	<b>Phone Number</b>	<b>EMAIL</b>
Dave Woolstenhulme	USTC Commissioner	435-823-2294	dave@ucat.edu
Dave Ulery	USTC Trustee (Chair of Committee)	435-843-2450	ulery@syntec.carlisle.com
Catherine Carter	USTC Trustee	435-843-1342	fourcartersut@gmail.com
Brad Tanner	USTC Trustee	801-420-1342	btanner@tripletheating.com
Tom Bingham	Tooele Technical College Board of Directors - Vice Chair	801-573-0715	tom@umaweb.org
Joyce Hogan	Tooele Technical College Board of Directors - Chair	435-849-7046	Hoganjr49@gmail.com
Dave Haskell	Tooele Technical College - Board of Directors	435-884-5172	David.haskell@walmart.com
Suzanne Anderson	Tooele Technical College - Employee	435-248-1848	ssanderson@tatc.edu
Kent Thygerson	Tooele Technical College - Employee	435-248-1810	kthygerson@tatc.edu
Jay Olson	Tooele Technical College - Employee	435-248-1808	jolson@tatc.edu
Ed Dalton	Community Member	435-830 - 8551	eadalton01@gmail.com

## Timeline

<b>DATE</b>	<b>ACTION</b>	<b>INVOLVED</b>	<b>LOCATION</b>
7/14/17	Post Announcement	Commissioner's Office	Commissioner's Office
9/1/17	Applications Due	Commissioner's Office	Commissioner's Office
9/7/17	Applications Sent to Committee	Commissioner's Office	
9/21/17 to 9/28/17	Scoring of Applicants	Search Committee	
9/28/17 to 10/5/17	Scoring of Applications Completed	Commissioner's Office	Commissioner's Office
10/5/17 to 10/10/17	Select Candidates to Interview and Interview Details	Search Committee	Conference Call or Tooele Technical College
10/17/17 to 10/24/17	Interviews	Search Committee	Tooele Technical College
10/24/17	Search Committee Complete		
10/30/17	Notify Finalists	Commissioner's Office	Commissioner's Office
10/30/17 to 11/7/17	Background and Reference Checks Complete	Commissioner's Office	Commissioner's Office
11/7/17 to 11/20/17	Final Interviews	Board of Trustees and Tooele Technical College Board of Directors	Tooele Technical College

Tooele Technical College  
 President Search Committee and Proposed Timeline  
 Trustee Ulery (Search Committee Chair)

<b>Committee Member</b>	<b>Organization</b>	<b>Phone Number</b>	<b>EMAIL</b>
Dave Woolstenhulme	USTC Commissioner	435-823-2294	dave@ucat.edu
Dave Ulery	USTC Trustee (Chair of Committee)	435-843-2450	ulery@syntec.carlisle.com
Catherine Carter	USTC Trustee	435-843-1342	fourcartersut@gmail.com
Brad Tanner	USTC Trustee	801-420-1342	btanner@tripletheating.com
Tom Bingham	Tooele Technical College Board of Directors - Vice Chair	801-573-0715	tom@umaweb.org
Joyce Hogan	Tooele Technical College Board of Directors - Chair	435-849-7046	Hoganjr49@gmail.com
Dave Haskell	Tooele Technical College - Board of Directors	435-884-5172	David.haskell@walmart.com
Suzanne Anderson	Tooele Technical College - Employee	435-248-1848	ssanderson@tatc.edu
Kent Thygerson	Tooele Technical College - Employee	435-248-1810	kthygerson@tatc.edu
Jay Olson	Tooele Technical College - Employee	435-248-1808	jolson@tatc.edu
Ed Dalton	Community Member	435-830 - 8551	eadalton01@gmail.com

## Timeline

<b>DATE</b>	<b>ACTION</b>	<b>INVOLVED</b>	<b>LOCATION</b>
7/14/17	Post Announcement	Commissioner's Office	Commissioner's Office
9/1/17	Applications Due	Commissioner's Office	Commissioner's Office
9/7/17	Applications Sent to Committee	Commissioner's Office	
9/21/17 to 9/28/17	Scoring of Applicants	Search Committee	
9/28/17 to 10/5/17	Scoring of Applications Completed	Commissioner's Office	Commissioner's Office
10/5/17 to 10/10/17	Select Candidates to Interview and Interview Details	Search Committee	Conference Call or Tooele Technical College
10/17/17 to 10/24/17	Interviews	Search Committee	Tooele Technical College
10/24/17	Search Committee Complete		
10/30/17	Notify Finalists	Commissioner's Office	Commissioner's Office
10/30/17 to 11/7/17	Background and Reference Checks Complete	Commissioner's Office	Commissioner's Office
11/7/17 to 11/20/17	Final Interviews	Board of Trustees and Tooele Technical College Board of Directors	Tooele Technical College



## UTAH SYSTEM OF TECHNICAL COLLEGES

### AGENDA ITEM

#### USTC BOARD OF TRUSTEES

September 13, 2017

ITEM: II.N

TOPIC: USTC Policy Revisions under S.B. 238

#### BACKGROUND

Senate Bill 238 (2017 General Session) proposed alterations to the governance structure of the Utah College of Applied Technology. The bill was signed into law by Governor Gary Herbert on March 24, 2017. This new law:

- Renames the Utah College of Applied Technology as the Utah System of Technical Colleges (USTC);
- Renames each applied technology college within the USTC system as a technical college;
- Establishes each technical college as a body corporate under state statute;
- Requires coordination between the state entities involved in education;
- Removes representation from the Utah System of Higher Education and the Utah State Board of Education from the USTC Board of Trustees; and
- Prohibits individuals from simultaneously serving on the USTC Board of Trustees and a technical college's board of directors.

The new law's provisions renaming the system office and technical colleges, as well as provisions affecting the structure of and rules for the USTC Board of Trustees, necessitate revisions to USTC's system policies.

#### RECOMMENDATION

USTC Administration recommends that the Board of Trustees delegate authority to the Office of the Commissioner to make any necessary changes to the body of USTC policy to align it with the provisions of S.B. 238. Authorized revisions shall include the system's and colleges' new names, changes to the Board of Trustees' structure, and any non-substantive grammatical, style, or formatting decisions.

Attachments: None



## UTAH SYSTEM OF TECHNICAL COLLEGES

### AGENDA ITEM

#### USTC BOARD OF TRUSTEES

September 13, 2017

ITEM: II. P

TOPIC: Southwest Technical College – Authorization to Bond for Building Remodel

#### BACKGROUND

Southwest Technical College leases a facility for its Automotive Technician and CDL program. STech has leased the auto facility since 2009. The annual lease expense is \$312,181.

STech's Business and Technical Building has unused capacity after the Allied Health Building came online in 2016 and proposes using State owned facilities for all the Colleges programs. The Business and Technical Building is over 30 years old and needs several updates and renovations to successfully relocate its programs. Remodeling the building to accommodate the Automotive and CDL programs will save the College over \$300,000 a year in lease payments. These funds will then be used for to cover a shortfall in O&M and expand programs and student services. The current estimated project costs per DFCM are \$2,029,999. DFCM believes this early projected cost will be reduced by over \$200,000 via value engineering.

State Building Board leadership has indicated that \$750,000 may be allocated toward the project from state capital improvements funds. State statute precludes them from funding the entire project due to rules pertaining the use of those funds for new programming. The college will contribute \$250,000 from institutional reserves. The college seeks authorization to petition the legislature to issue a revenue bond to pay the balance. The bond would be no greater than \$850,000. The college would recoup the max amount of the requested bond in fewer than three years. This move will quickly free up institutional funds for program expansion and other critical college functions.

Projected savings

#### RECOMMENDATIONS

UCAT Administration recommends that the Board of Trustees authorize Southwest Technical College to petition the legislature for a revenue bond to fund the balance of its remodel of the building.

Attachments:

Southwest Technical College Proposal Presentation



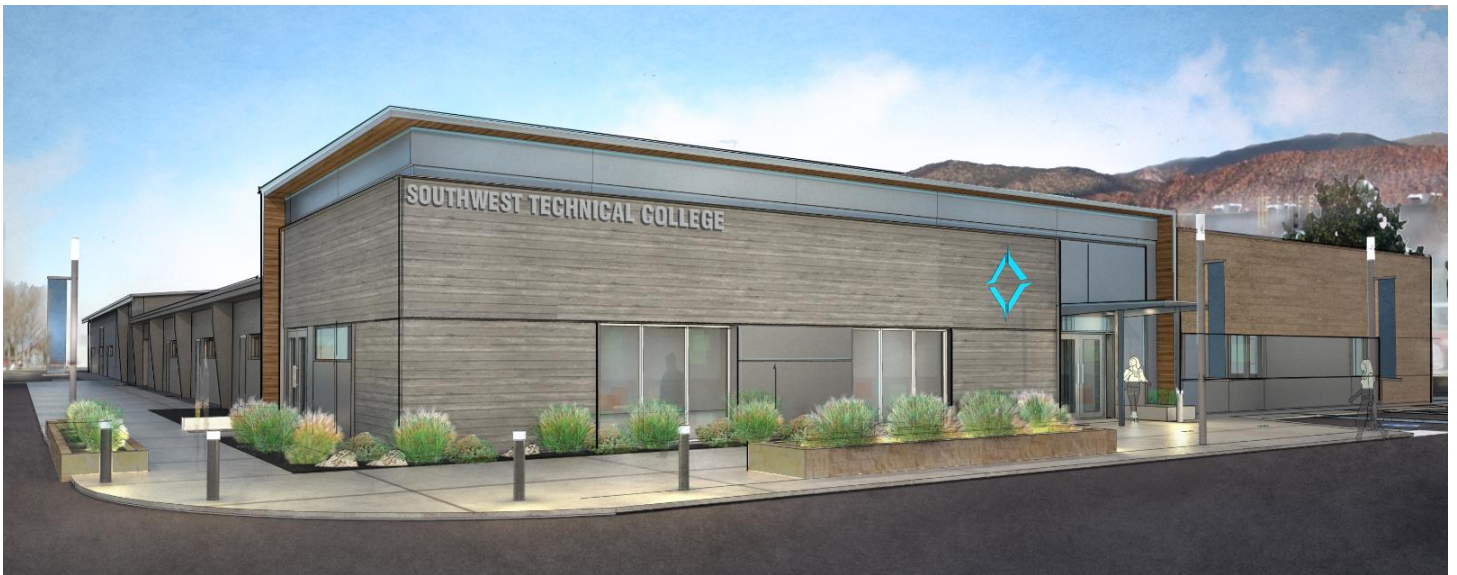


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## Proposal

### Southwest Technical College Business & Technology Building Remodel & Capital Improvement Proposal

510 W 800 S  
Cedar City, UT 84720



Utah System of Technical Colleges - USTC  
Utah Division of Facilities Construction & Management  
Utah State Building Board

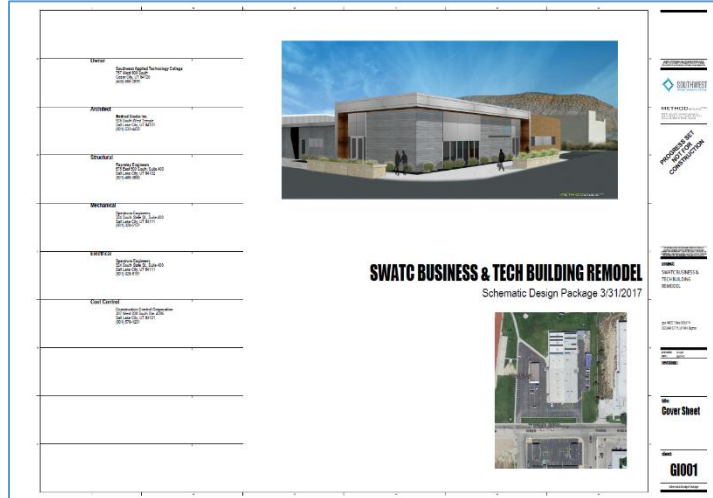
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Update: September 8, 2017

**COMPLETED TO DATE:**



Basis of Design Package  
Method Studio; proposal, April 6, 2017



Schematic Design Package  
Method Studio; April 6, 2017

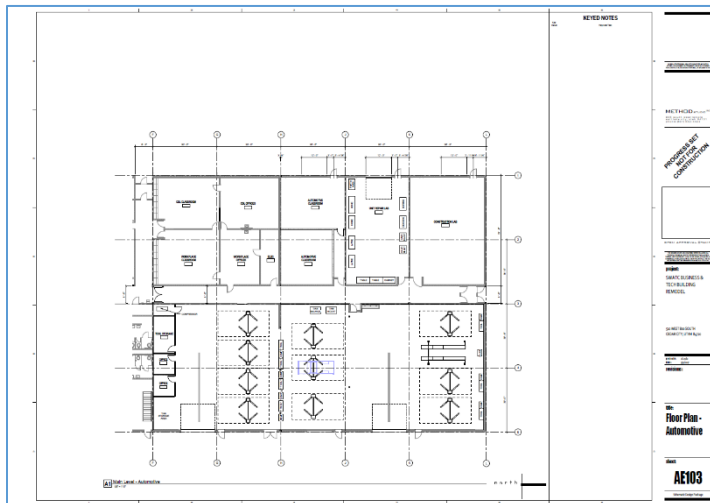


Electrical Consulting,  
Spectrum Engineers; March 1, 2017

NO.	DESCRIPTION	FACADE	AUTOMOTIVE	TOTAL
02	DEMOLITION & SITEWORK	\$ 84,653	\$ 147,838	\$ 232,491
03	CONCRETE	\$ 24,223	\$ 42,345	\$ 66,568
04	MASONRY	\$ 148,156	\$ 17,748	\$ 165,904
05	METALS	\$ 58,696	\$ 93,488	\$ 152,184
06	WOODS & PLASTICS	\$ 5,072	\$ 23,296	\$ 28,368
07	THERMAL & MOISTURE PROTECTION	\$ 116,002	\$ 16,008	\$ 132,010
08	DOORS & WINDOWS	\$ 17,630	\$ 64,636	\$ 82,266
09	FIBRES	\$ 40,000	\$ 234,000	\$ 274,000
10	SPECIALTIES	\$ -	\$ 14,500	\$ 14,500
11	EQUIPMENT	\$ -	\$ -	\$ -
12	MECHANICAL	\$ -	\$ 289,379	\$ 289,379
13	ELECTRICAL	\$ 14,800	\$ 349,480	\$ 364,280
14	SUBTOTAL	\$ 551,441	\$ 1,283,242	\$ 1,834,683
GENERAL CONDITIONS		\$ 56,144	\$ 126,325	\$ 182,469
OVERHEAD & PROFIT		\$ 46,115	\$ 192,660	\$ 238,775
DESIGN CONTINGENCY		\$ 78,116	\$ 192,497	\$ 270,613
TOTALS		\$ 669,816	\$ 1,798,719	\$ 2,468,535
ALTERNATE #1 REPLACE LIGHTING BY REMAINDER OF BUILDING		\$ -	\$ 443,891	\$ 443,891

Construction Estimate  
Construction Control Corporation; April 6, 2017  
& CBE Estimate – DFCM; May 5, 2017

TYPE	NEW	CONV.	REMODEL
Construction Costs	\$ 1,706,719		
Additional Construction Items	\$ -		
<b>Total Est. Construction</b>	<b>\$ 1,706,719</b>		
Base Cost Data (see note # 1)			
Estimated Bid Date (see note # 2)			
Location Factor (Not Included)			
<b>Estimated Total Est. Construction</b>	<b>\$ 1,706,719</b>		
Design Fee	\$ 140,352		
Travel (see note # 3)	\$ -		
Equipment	\$ -		
Information Technology	\$ -		
MOBILITY	\$ -		
Material Materials (see note # 4)	\$ 10,500		
Material Materials Survey	\$ 5,000		
Infrastructure (see note # 5)	\$ -		
Training	\$ -		
Moving/occupancy	\$ -		
Design/Service	\$ -		
Site Fees (see note # 6)	\$ -		
Management Services	\$ -		
Construction Fees	\$ -		
Contingency new	\$ 141,067.43	8.3%	
Contingency remodel	\$ 17,087.15	0.9%	
Insurance (see note # 7)	\$ 2,900	0.17%	
Light Services (see note # 8)	\$ 1,712	0.1%	
<b>Total Est. Project Cost</b>	<b>\$ 2,029,969</b>		
Other Funding Sources (see note # 9)	\$ -		
<b>Request for State Funding</b>	<b>\$ 2,029,969</b>		



Design of automotive lab and offices, construction lab, unit repair lab, automotive classrooms, commercial truck driving classroom and offices.

Method Studio, Reveley Engineers, Spectrum Engineers, Construction Control Corporation, Applied Geotechnical Engineering Consultants, Inc.; April 6, 2017

## PROJECT DESCRIPTION

- Business & Technology Building remodel and infrastructure upgrades
- Terminate Canyon Crossing LLC lease at lease end; May, 2019
- The Business & Technology building is an existing building located at 510 W. 800 S, Cedar City, UT 84720 located on the northeast side of the College's main campus. It is adjacent to the Southwest Educational Development Center (SEDC)
- The proposed construction remodel is to facilitate the relocation of the Automotive Technology and Commercial Truck Driving programs
- Project will include steel structural support including steel columns and beams where existing masonry walls are demolished. It is proposed that concrete floors in the automotive labs be removed and replaced. Two new overhead upward acting doors will be added to the west side of the building to access the new construction and unit repair labs
- By moving these programs to an existing college owned building, the college is anticipating annual monetary savings
- Area of impact – 16,553 GSF; Programs impacted – Automotive Technology, Commercial Truck Driving, Construction and Apprenticeship Programs

## BUSINESS & TECHNOLOGY BUILDING HISTORY

1983 Original Building Construction

1999 Phase II Building Construction

2015 Purchased Building from Iron County School District

### 2016/2017 Capital Improvements

- Walkway Replacement \$54,600
  - Heating & Cooling Units \$168,000
  - Parking Lot Drainage & Sealing \$29,250
  - Roofing Repair \$284,572 (20 YEAR LIFE)
- Total Capital Improvements \$536,422**

### 2017/2018 Capital Improvements

- Exits Lighting \$24,840
  - Fall Protection System \$29,545
  - Gutters & Downspouts \$40,300
  - Walkway Replacement #2 \$44,330
  - Wall Foundations & Drainage \$188,665
- Total Capital Improvements \$327,700**

## COMPETECY IN PERFORMANCE - SUMMARY OF BENEFITS

- 1) Easier access to technical education for secondary students
- 2) Better access to college administration & student services
- 3) Increases access for disadvantaged students
- 4) Increases O&M without additional appropriation by \$124,240.00
- 5) Increases programmatic funding without additional appropriation by \$187,941.00
- 6) In total, reallocation of \$312,181.00 – efficient use of state funds to grow the college and increase positive outcomes
- 7) Extending lease another five years will costs the college \$1,608,362.26. Potential 10 years savings is \$3,298,767.16
- 8) Remodel benefits the student, college and tax payer.

## TIMING CONSIDERATIONS

Canyon Crossing LLC lease originally began on June 1, 2009 and will end May 31, 2019. To avoid extending the lease, it is necessary for Southwest Tech to secure funding in fiscal year 2018 and begin construction on or about July 1, 2018.

## CONSTRUCTION COST ESTIMATE

Description	Auto / CDL Project
Demolition & Sitework	\$147,808
Concrete	\$62,345
Masonry	\$17,748
Metals	\$93,408
Woods & Plastics	\$23,296
Thermal & Moisture Protection	\$16,608
Doors & Windows	\$54,636
Finishes	\$234,607
Specialties	\$14,560
Equipment	-
Mechanical	\$269,330
Electrical	\$349,440
Subtotal	\$1,283,245
General Conditions	\$128,325
Overhead & Profit	\$102,660
Design Contingency	\$192,487
Total	\$1,706,716
CBE additional costs by DFCM: 5/8/2017	\$328,283
Grand Total	\$2,029,999

## FINANCING CONSIDERATIONS / REALLOCATION OF SAVINGS TO O&M

O&M Budget	Current O&M	Recommended O&M	Increase Needed	Increased Obtained
757 W 800 S – 81,000 SF	\$587,500.00	\$587,500.00	\$0.00	\$124,240.00
510 W 800 S – 39,000 SF	\$200,000.00	\$324,240.00	\$124,240.00	
Total	\$787,500.00	\$911,240.00	\$124,240.00	

## FUNDING

Project Funding	Current O&M	Notes
Value Engineering, Reduction of Duplicated Fees & Design	\$206,716	New CBE underway
DFCM Capital Improvement	\$750,000	Discussion with Ned Carnahan, Jeff Reddoor. Additional project discussion with Gordon Snow and DAS Director Tani Downing
Southwest Tech Reserve	\$250,000	Reserve would remain at 15% of annual operating budget goal
Bond Proposal	\$823,283	Proposal to Bond up to \$850,000

**PAYBACK (Estimated \$850,000 Bond / Estimate of 3.75% based on average bond index)**

Bong Term	Monthly Payment	Notes
Monthly Lease Payment	\$25,502.50	1% Increase lease payment per year
7 Year Bond	\$11,520.92	Allows for increase of \$13,981.58 in O&M and Programming year 1
5 Year Bond	\$15,558.33	Allows for increase of \$9,944.17 in O&M and Programming year 1
3 Year Bond	\$25,000.97	No increase to O&M or Programming until after bond is repaid in full

**PRICE CONSIDERATIONS: High Lease Payment**

The current year lease starting June 1, 2016 and ending May 31, 2017 will have Southwest Tech paying \$25,502.50 per month for an annual payment of \$306,030.00. Lee Fairbourn (Real Estate and Debt Mgr.) with DFCM stated that he believes a fair market rate is between \$8.00 to \$11.00 per square foot per year. Based on the fair market rate of flex space having both warehouse and office the estimated fair market annually rate would be between \$183,200.00 to \$251,900.00. Well below our current lease payment. NAI Excel's 2016 Q3 Market Snapshot of Cedar City indicated that the asking lease rates (NNN) for Industrial "High" is \$9.00 per square foot per year or an annual lease payment of \$206,100.00. NAI Excel also indicated the "High" rate of office at \$13.20 per square foot per year has an annual lease payment of \$302,280.00.

	Sq. Ft. Per Year	Monthly Lease	Annual Lease
2016 Lease with Canyon Crossing LLC June 1, 2016 – May 31, 2017	\$13.36	\$25,502.50	\$306,030.00
Lee Fairbourn Fair Market Value Low	\$8.00	\$15,266.00	\$183,200.00
Lee Fairbourn Fair Market Value High	\$11.00	\$20,991.67	\$251,900.00
NAI Excel Asking Lease Rates (NNN) Low (FY16 Q3) Industrial	\$4.20	\$8,015.00	\$96,180.00
NAI Excel Asking Lease Rates (NNN) Average (FY16 Q3) Ind.	\$5.52	\$10,534.00	\$126,408.00
NAI Excel Asking Lease Rates (NNN) High (FY16 Q3) Industrial	\$9.00	\$17,175.00	\$206,100.00
NAI Excel Asking Lease Rates (NNN) Low (FY16 Q3) Office	\$7.80	\$14,855.00	\$178,620.00
NAI Excel Asking Lease Rates (NNN) Average (FY16 Q3) Office	\$10.56	\$20,152.00	\$241,824.00
NAI Excel Asking Lease Rates (NNN) High (FY16 Q3) Office	\$13.20	\$25,190.00	\$302,280.00





## BASIS OF DESIGN TEAM & CONTACTS:

Owner: Southwest Technical College  
757 W. 800 S. Cedar City, UT 84720  
(435) 856-2899  
Brennan M. Wood, President, [bwood@swatc.edu](mailto:bwood@swatc.edu)  
Mark Florence, Facilities, [mflorence@swatc.edu](mailto:mflorence@swatc.edu)

State: Division of Facilities Construction & Management, DFCM  
450 N. State Street Salt Lake City, UT 84114  
(801) 538-3018  
(801) 706-5966 Direct  
Rob Robinson, [rdrobinson@utah.gov](mailto:rdrobinson@utah.gov)

Architect: Method Studio Inc.  
925 South West Temple Salt Lake City, UT 84101  
(801) 532-4422  
Todd Kelsey, [todd@method-studio.com](mailto:todd@method-studio.com)  
Jason Joy, [jason@method-studio.com](mailto:jason@method-studio.com)

Structural: Reaveley Engineers  
675 E. 500 S., Suite 400 Salt Lake City, UT 84102  
(801) 486-3883  
Mark Harris, [mharris@reaveley.com](mailto:mharris@reaveley.com)  
Faris Karaghoul, [fkaraghoul@reaveley.com](mailto:fkaraghoul@reaveley.com)

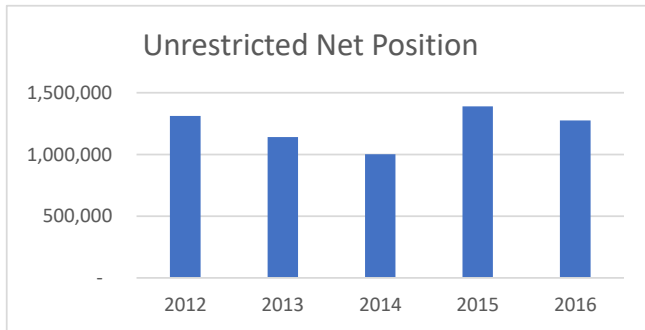
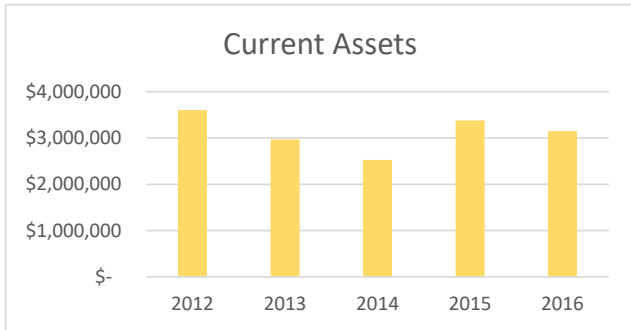
Mechanical: Spectrum Engineers  
324 S. State St., Suite 400 Salt Lake City, UT 84111  
(801) 328-5151  
Ryan Boogaard, [rhb@spectrum-engineers.com](mailto:rhb@spectrum-engineers.com)

Electrical: Spectrum Engineers  
324 S. State St., Suite 400 Salt Lake City, UT 84111  
(801) 328-5151  
Lance Kobayashi, [lsk@spectrum-engineers.com](mailto:lsk@spectrum-engineers.com)

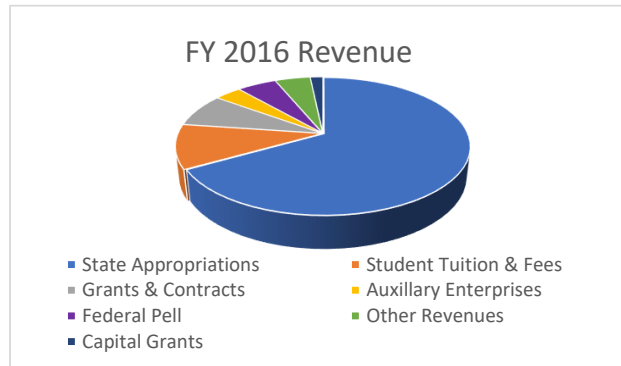
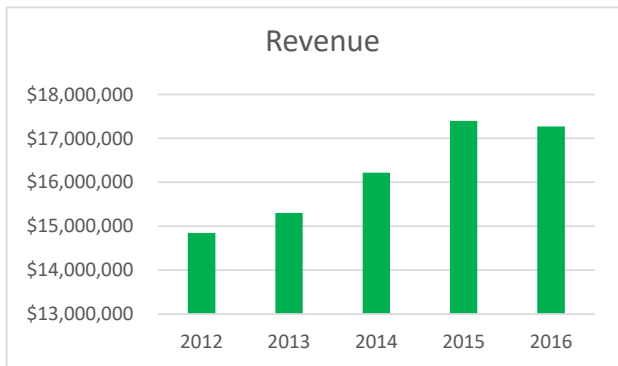
Cost Control: Construction Control Corporation  
307 W. 200 S. Ste. 400 Salt Lake City, UT 84101  
(801) 578-1201  
Kris Larson, [klarson@cccutah.com](mailto:klarson@cccutah.com)

# Bridgerland Technical College

	2012	2013	2014	2015	2016
Total Current Assets*	\$ 3,602,486	\$ 2,965,449	\$ 2,524,097	\$ 3,377,089	\$ 3,146,009
Total Current Liabilities	1,452,830	1,050,178	789,359	1,206,839	1,069,336
Current Ratio	2.5	2.8	3.2	2.8	2.9
<b>Net Position</b>					
Net Investment in Capital Assets	16,062,594	16,328,884	16,551,713	16,684,299	15,893,570
Restricted	151,325	134,656	110,335	123,904	119,416
Unrestricted	1,311,627	1,141,746	1,002,143	1,390,254	1,274,705
GASB 68 Adjustment		-	-	(3,646,451)	(3,560,509)
Net Position	\$ 17,525,546	\$ 17,605,286	\$ 17,664,191	\$ 14,552,006	\$ 13,727,182



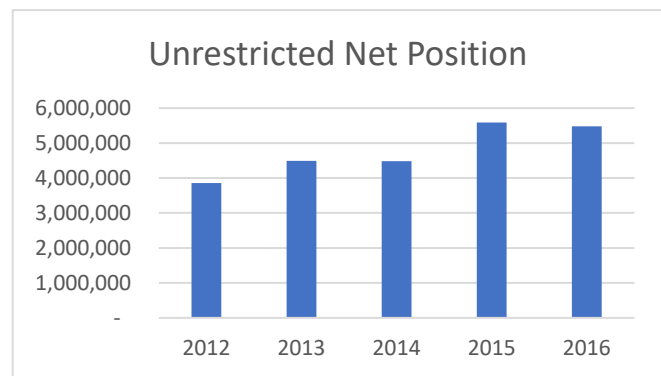
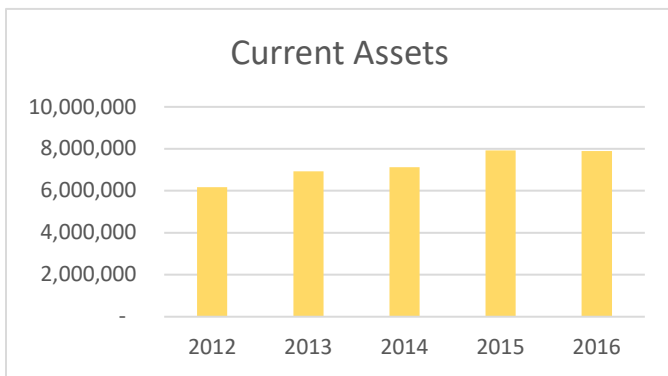
Revenues	2012	2013	2014	2015	2016
State Appropriations	\$ 8,725,000	\$ 9,310,000	\$ 10,263,700	\$ 11,089,600	\$ 11,535,800
Student Tuition & Fees	1,880,590	1,710,298	1,732,095	1,705,828	1,794,765
Grants & Contracts	1,425,867	1,185,471	1,154,353	1,148,765	1,351,231
Auxillary Enterprises	653,545	550,890	570,588	606,037	605,987
Federal Pell	1,167,794	1,029,602	909,978	988,380	895,397
Other Revenues	826,316	574,097	807,561	840,678	799,166
Capital Grants	166,693	942,106	778,456	1,017,799	285,806
Total Revenue	\$ 14,845,805	\$ 15,302,464	\$ 16,216,731	\$ 17,397,087	\$ 17,268,152



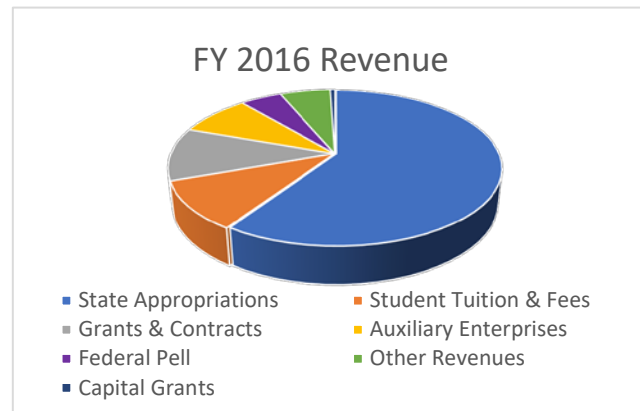
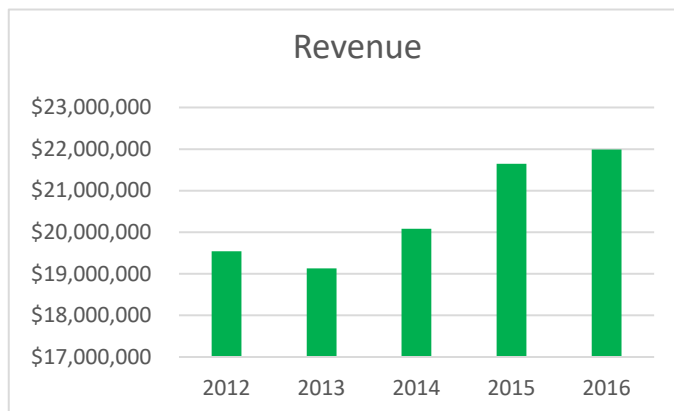


# Davis Technical College

	2012	2013	2014	2015	2016
Total Current Assets	6,179,543	6,924,309	7,119,207	7,928,052	7,899,747
Total Current Liabilities	1,169,926	1,351,392	1,467,779	1,507,281	1,301,187
Current Ratio	5.3	5.1	4.9	5.3	6.1
<b>Net Position</b>					
Net Investment in Capital Assets	29,419,452	29,015,988	29,216,171	28,313,502	27,246,745
Restricted	1,681,582	1,536,520	1,626,200	1,234,789	1,494,795
Unrestricted	3,857,159	4,488,850	4,482,337	5,584,119	5,481,915
GASB 68 Adjustment				(2,655,219)	(2,578,484)
Net Position	\$ 34,958,193	\$ 35,041,358	\$ 35,324,708	\$ 32,477,191	\$ 31,644,971



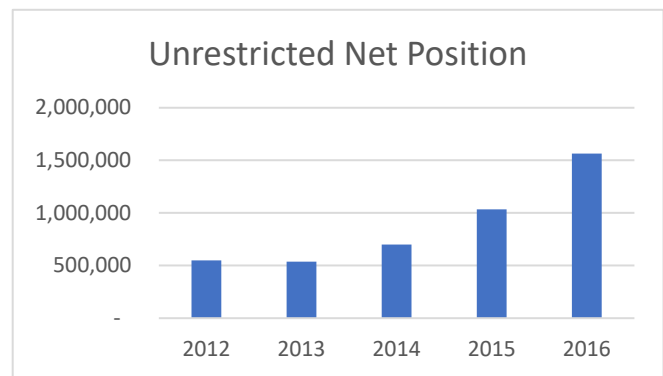
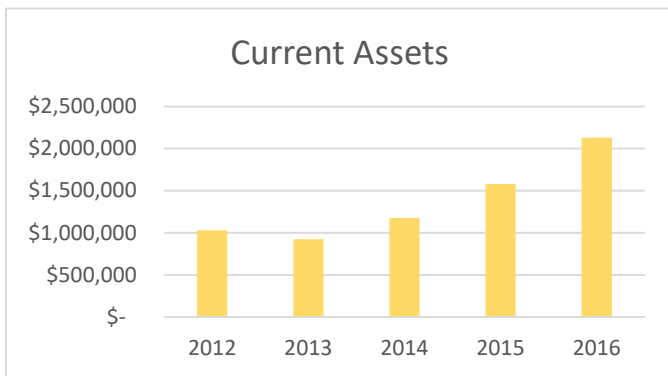
	2012	2013	2014	2015	2016
<b>Revenues</b>					
State Appropriations	\$ 9,177,700	9,947,800	10,963,000	12,183,800	13,057,900
Student Tuition & Fees	2,695,973	2,613,125	2,373,117	2,453,525	2,217,755
Grants & Contracts	2,691,717	1,944,284	2,289,510	2,421,189	2,420,231
Auxiliary Enterprises	1,548,885	1,531,938	1,468,241	1,624,744	1,849,584
Federal Pell	1,233,371	1,093,603	997,980	1,017,606	1,043,185
Other Revenues	1,318,048	1,072,252	1,253,330	1,234,547	1,281,846
Capital Grants	876,164	930,036	735,169	707,292	117,482
Total Revenue	\$ 19,541,858	\$ 19,133,038	\$ 20,080,347	\$ 21,642,703	\$ 21,987,983



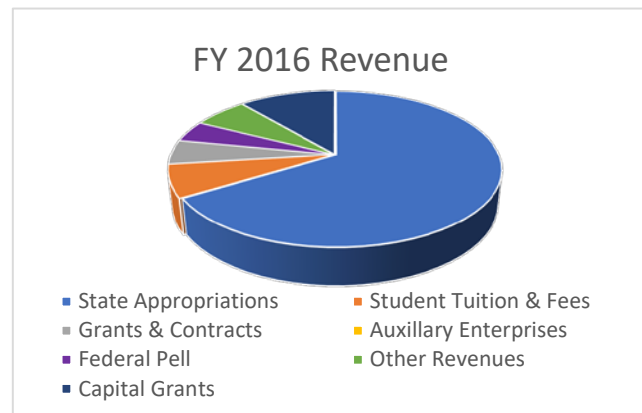
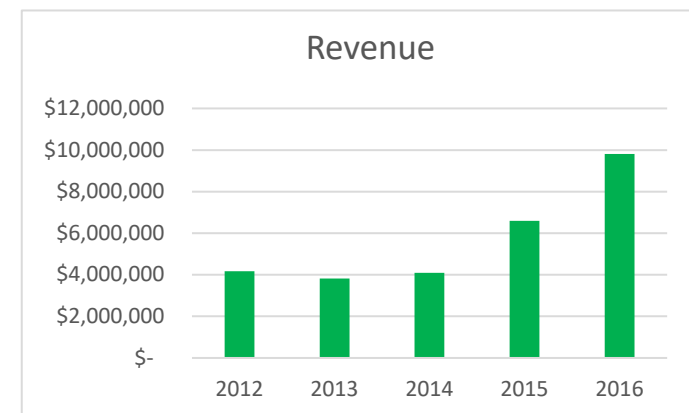
\* The Davis Technical College Foundation is a component unit of the College and is included in the College's financial statements. To illustrate the impact of the Foundation to the numbers above, in the FY16 year Current Assets of \$455,900, Revenues of \$503,776 and Net Position of \$1,605,161 are attributable to the Foundation.

# Dixie Technical College

	2012	2013	2014	2015	2016
Total Current Assets*	\$ 1,030,776	\$ 925,210	\$ 1,179,033	\$ 1,579,796	\$ 2,131,256
Total Current Liabilities	416,931	332,199	421,673	449,137	453,021
Current Ratio	2.5	2.8	2.8	3.5	4.7
<b>Net Position</b>					
Net Investment in Capital Assets	318,735	515,521	419,635	589,894	4,036,367
Restricted*	65,619	56,795	58,201	75,664	116,891
Unrestricted	548,226	536,216	699,159	1,035,809	1,563,140
GASB 68 Adjustment				(184,706)	(167,118)
Net Position	\$ 932,580	\$ 1,108,532	\$ 1,176,995	\$ 1,516,661	\$ 5,549,280



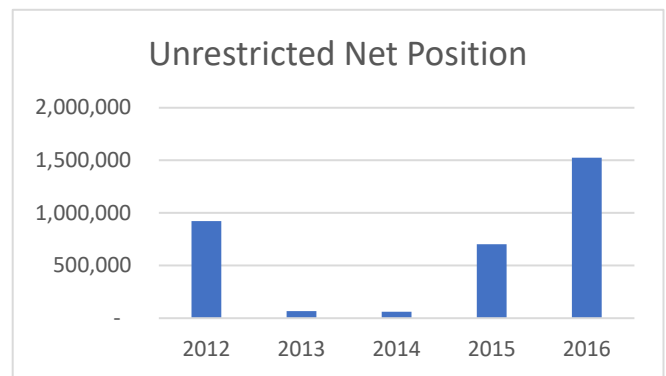
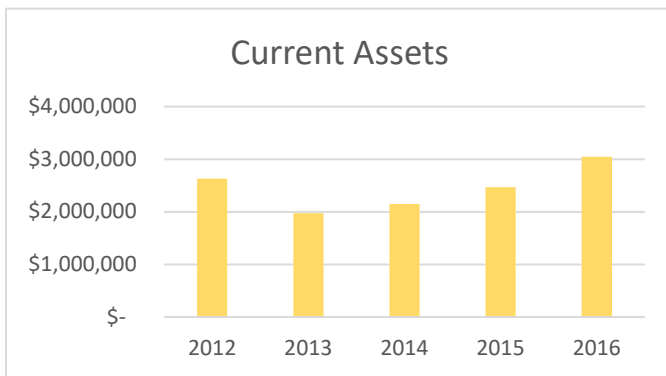
Revenues	2012	2013	2014	2015	2016
State Appropriations	\$ 2,005,300	2,380,653	\$ 2,774,700	\$ 4,306,644	\$ 6,497,676
Student Tuition & Fees	335,932	339,769	440,604	549,347	664,460
Grants & Contracts	1,371,410	569,708	520,468	961,967	501,693
Auxillary Enterprises	-	-	-	-	-
Federal Pell	399,322	306,449	318,563	480,334	429,997
Other Revenues	55,614	29,513	43,002	289,025	620,149
Capital Grants	-	193,000	-	-	1,095,967
Total Revenue	\$ 4,167,578	\$ 3,819,092	\$ 4,097,337	\$ 6,587,317	\$ 9,809,942



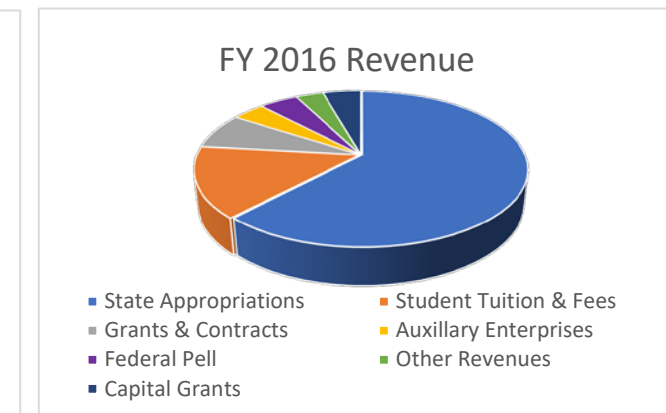
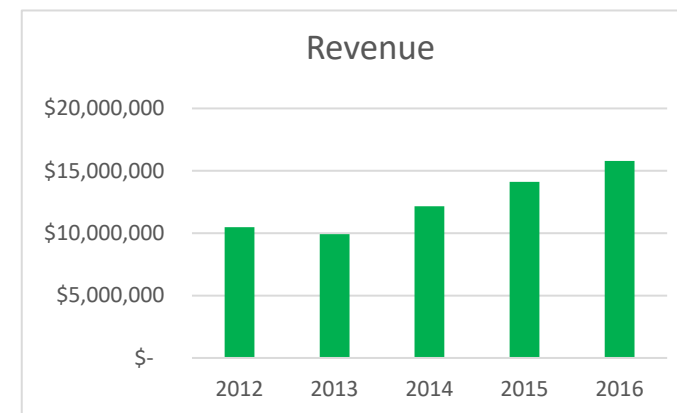
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# Mountainland Technical College

	2012	2013	2014	2015	2016
Total Current Assets	\$ 2,627,841	\$ 1,974,065	\$ 2,148,150	\$ 2,470,451	\$ 3,044,955
Total Current Liabilities	1,274,499	1,507,518	1,487,846	1,954,716	2,102,143
Current Ratio	2.1	1.3	1.4	1.3	1.4
<b>Net Position</b>					
Net Investment in Capital Assets	25,528,823	25,285,285	26,044,117	26,176,841	26,572,690
Restricted	679,783	665,358	662,506	662,701	664,341
Unrestricted	921,468	67,676	60,073	701,932	1,525,499
GASB 68 Adjustment				(1,121,176)	(1,484,252)
Net Position	\$ 27,130,074	\$ 26,018,319	\$ 26,766,696	\$ 26,420,298	\$ 27,278,278

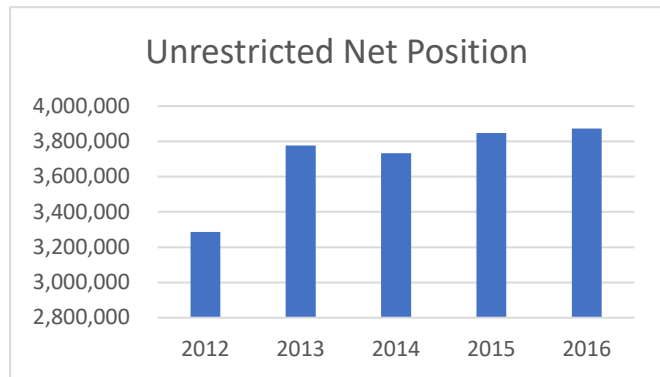
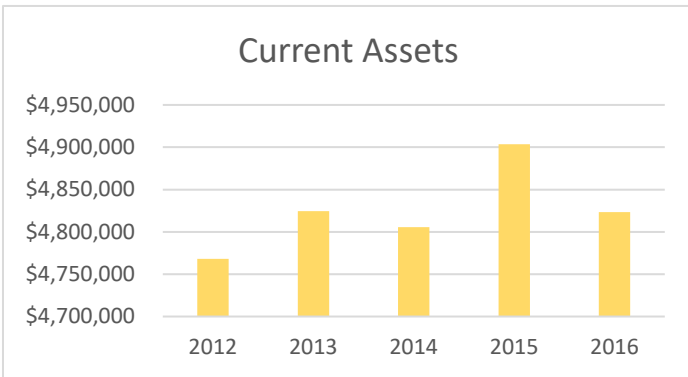


Revenues	2012	2013	2014	2015	2016
State Appropriations	\$ 4,946,700	\$ 5,311,300	\$ 6,087,400	\$ 8,232,200	\$ 9,795,400
Student Tuition & Fees	1,692,851	1,726,265	2,089,414	2,417,577	2,337,309
Grants & Contracts	1,214,832	1,218,904	1,460,508	1,204,240	1,160,768
Auxillary Enterprises	515,154	529,686	534,162	599,944	599,048
Federal Pell	646,269	620,745	664,494	613,489	705,776
Other Revenues	1,431,147	517,824	362,890	399,392	501,357
Capital Grants	41,037	-	959,230	660,619	696,306
Total Revenue	\$ 10,487,990	\$ 9,924,724	\$ 12,158,098	\$ 14,127,461	\$ 15,795,964

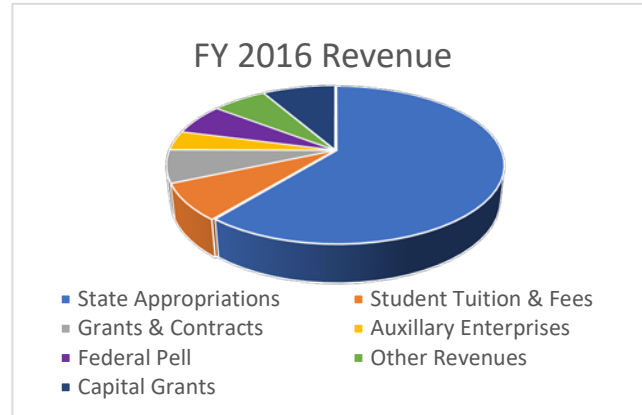
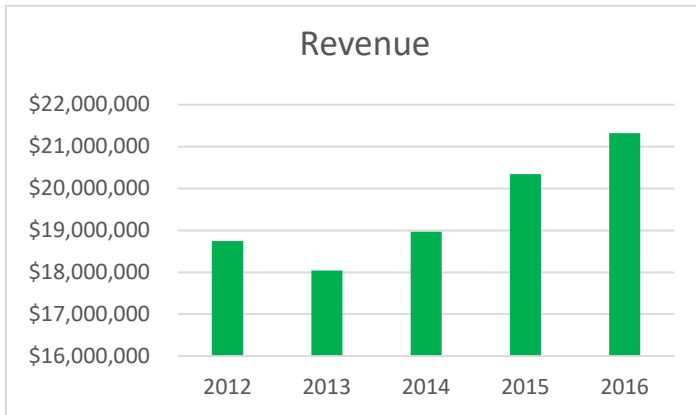


# Ogden-Weber Technical College

	2012	2013	2014	2015	2016
Total Current Assets	\$ 4,768,263	\$ 4,824,336	\$ 4,805,424	\$ 4,903,451	\$ 4,823,482
Total Current Liabilities	1,139,045	702,787	716,850	660,853	553,668
Current Ratio	4.2	6.9	6.7	7.4	8.7
<b>Net Position</b>					
Net Investment in Capital Assets	37,502,171	35,915,796	34,736,190	33,464,274	33,860,663
Restricted	-	-	-	-	-
Unrestricted	3,286,218	3,776,257	3,733,909	3,848,178	3,872,608
GASB 68 Adjustment	-	-	-	(3,143,338)	(3,147,835)
Net Position	\$ 40,788,389	\$ 39,692,053	\$ 38,470,099	\$ 34,169,114	\$ 34,585,436

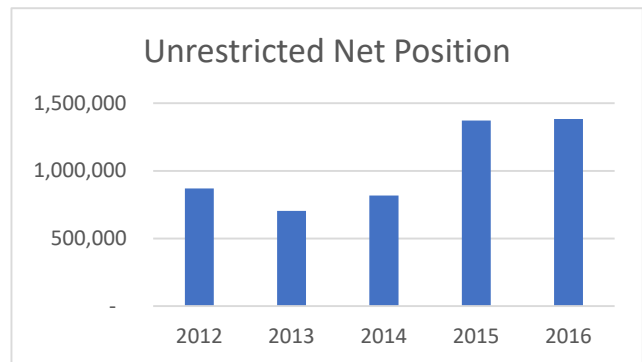
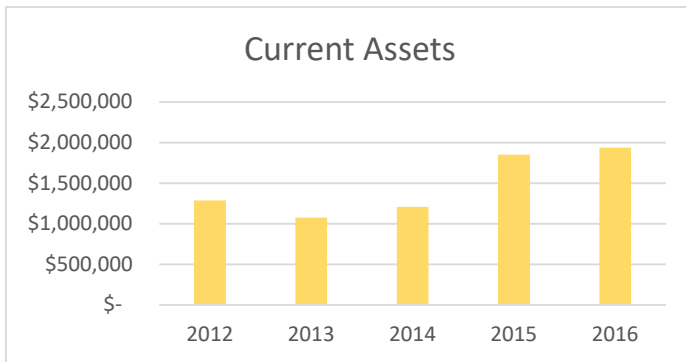


Revenues	2012	2013	2014	2015	2016
State Appropriations	\$ 10,500,200	\$ 10,921,800	\$ 11,869,400	\$ 12,754,200	\$ 12,995,602
Student Tuition & Fees	1,582,229	1,654,988	1,717,076	1,511,954	1,599,235
Grants & Contracts	1,251,024	1,364,936	1,212,767	1,423,880	1,419,549
Auxillary Enterprises	1,233,819	1,016,946	816,467	981,700	838,429
Federal Pell	2,132,025	1,790,104	1,558,149	1,403,865	1,346,856
Other Revenues	1,356,394	880,623	1,151,743	1,214,691	1,337,279
Capital Grants	687,645	410,980	638,549	1,049,776	1,784,528
<b>Total Revenue</b>	<b>\$ 18,743,336</b>	<b>\$ 18,040,377</b>	<b>\$ 18,964,151</b>	<b>\$ 20,340,066</b>	<b>\$ 21,321,478</b>

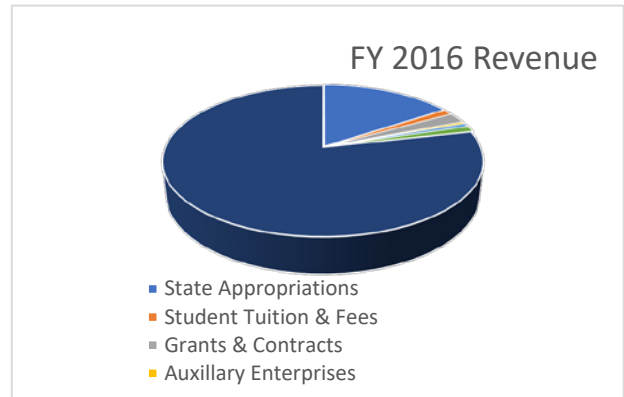
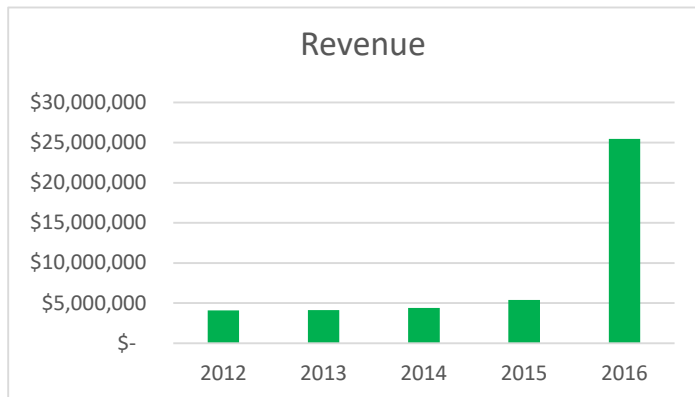


# Southwest Technical College

	2012	2013	2014	2015	2016
Total Current Assets*	\$ 1,286,014	\$ 1,077,194	\$ 1,209,715	\$ 1,850,578	\$ 1,938,861
Total Current Liabilities	658,220	596,254	580,556	672,944	624,505
Current Ratio	2.0	1.8	2.1	2.7	3.1
Net Position					
Net Investment in Capital Assets	3,991,655	4,081,658	4,275,328	4,457,309	24,127,462
Restricted*					
Unrestricted	869,883	703,158	817,534	1,371,139	1,383,133
GASB 68 Adjustment	-			(901,769)	(872,399)
Net Position	\$ 4,861,538	\$ 4,784,816	\$ 5,092,862	\$ 4,926,679	\$ 24,638,196



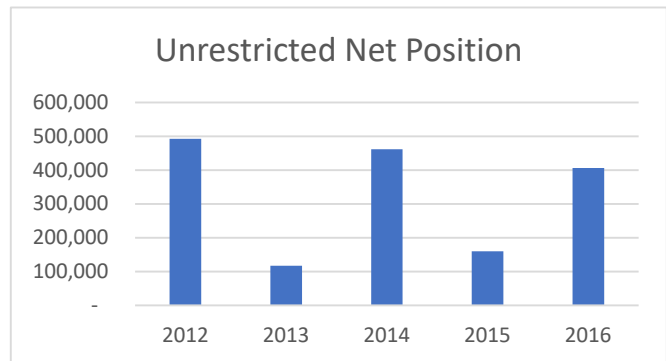
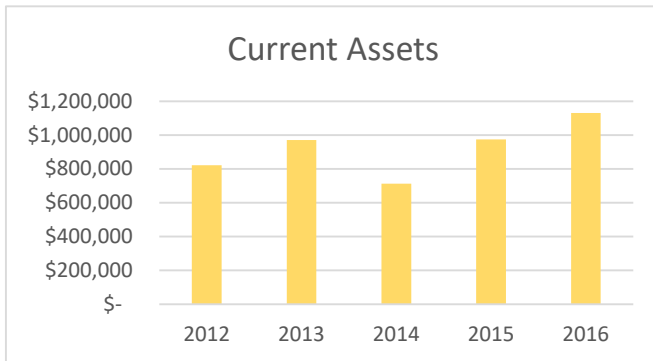
	2012	2013	2014	2015	2016
Revenues					
State Appropriations	\$ 2,192,900	\$ 2,462,500	\$ 2,975,400	\$ 3,389,500	\$ 3,997,600
Student Tuition & Fees	543,021	493,215	443,877	352,615	306,048
Grants & Contracts	706,587	641,950	534,243	704,177	559,019
Auxillary Enterprises	121,742	101,834	110,440	108,040	106,778
Federal Pell	377,867	232,164	187,393	249,551	183,967
Other Revenues	133,826	192,216	133,615	578,798	316,920
Capital Appropriations and Grants	-				19,996,743
Total Revenue	\$ 4,075,943	\$ 4,123,879	\$ 4,384,968	\$ 5,382,681	\$ 25,467,075



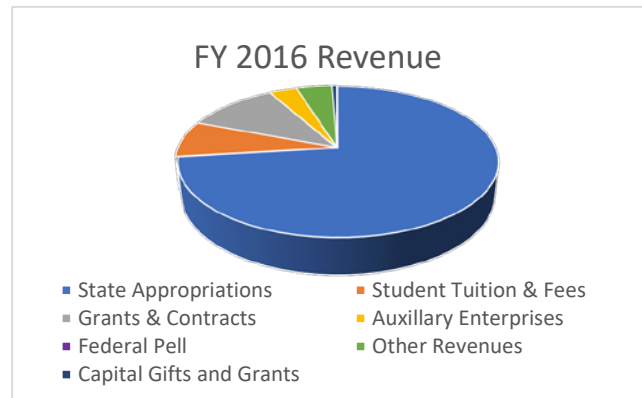
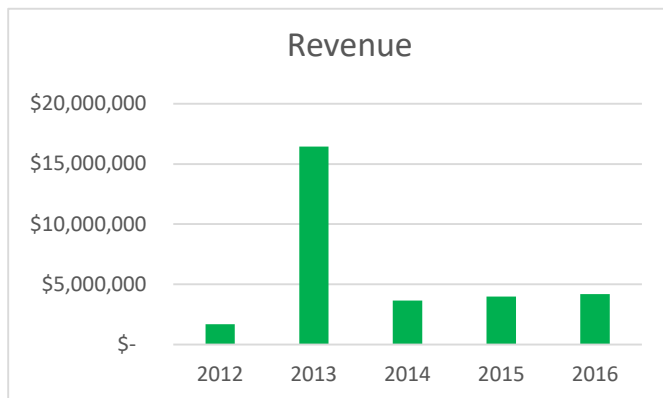
\* Southwest Tech Foundation is a component unit of the college and its assets are included in the college's financial statements. Cash balance of \$377,710 is included in the FY 2016 financial presentation above.

# Tooele Technical College

	2012	2013	2014	2015	2016
Total Current Assets	\$ 821,701	\$ 970,711	\$ 712,338	\$ 975,071	\$ 1,130,536
Total Current Liabilities	122,483	686,142	172,333	173,804	125,764
Current Ratio	6.7	1.4	4.1	5.6	9.0
<b>Net Position</b>					
Net Investment in Capital Assets	43,077	14,330,343	14,332,906	14,134,878	13,852,556
Restricted	102,728	65,887	5,708	-	-
Unrestricted	492,700	117,622	461,551	159,775	406,146
GASB 68 Adjustment	-	-	-	(66,749)	(97,591)
Net Position	\$ 638,505	\$ 14,513,852	\$ 14,800,165	\$ 14,227,904	\$ 14,161,111



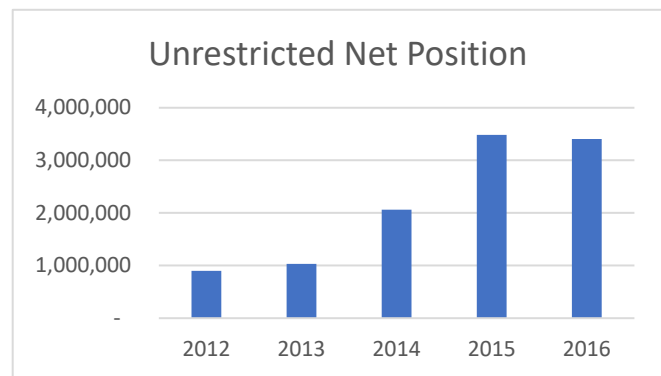
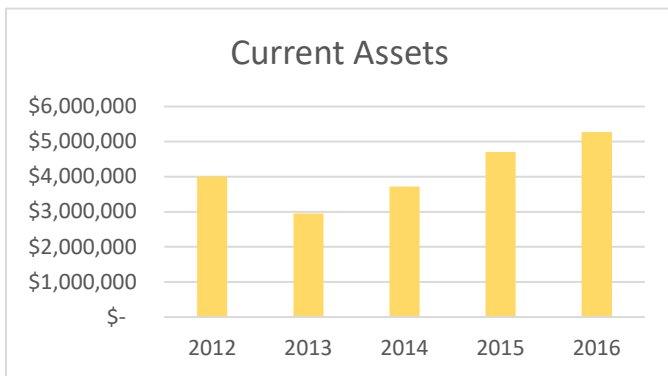
Revenues	2012	2013	2014	2015	2016
State Appropriations	\$ 936,700	\$ 1,337,400	\$ 2,602,100	\$ 3,002,500	\$ 3,065,100
Student Tuition & Fees	220,396	204,172	268,709	293,958	325,404
Grants & Contracts	305,616	223,089	247,907	322,860	463,395
Auxillary Enterprises	49,290	73,809	81,647	57,327	138,200
Federal Pell	-	-	-	-	-
Other Revenues	91,924	88,509	106,014	121,954	178,252
Capital Gifts and Grants	92,000	14,517,508	359,664	196,780	25,000
Total Revenue	\$ 1,695,926	\$ 16,444,487	\$ 3,666,041	\$ 3,995,379	\$ 4,195,351



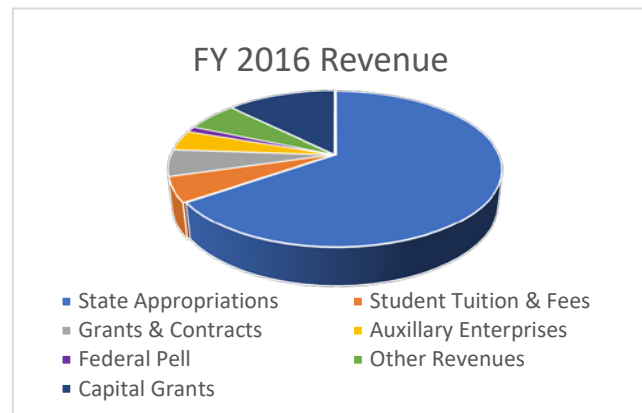
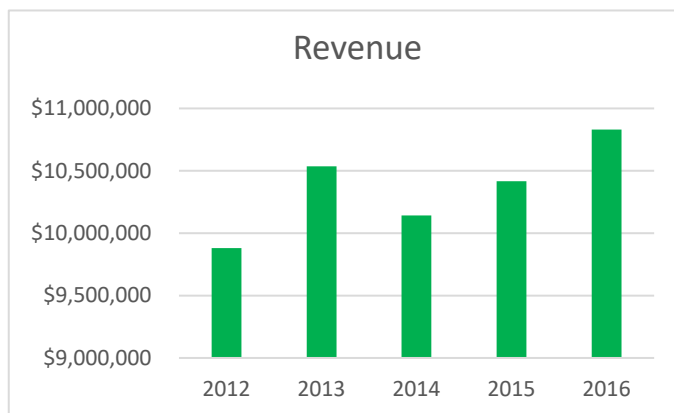
\* Tooele Technical College Foundation is a component unit of the College and is included in the college's financial statements. As of Fiscal year 2016, current assets of \$6,220 and revenue of \$14,994 are attributed to the foundation.

# Uintah Basin Technical College

	2012	2013	2014	2015	2016
Total Current Assets*	\$ 4,010,097	\$ 2,947,574	\$ 3,723,348	\$ 4,703,226	\$ 5,274,834
Total Current Liabilities	1,591,576	1,024,759	987,966	939,160	1,671,377
Current Ratio	2.5	2.9	3.8	5.0	3.2
<b>Net Position</b>					
Net Investment in Capital Assets	13,585,886	14,237,350	13,798,056	13,406,483	14,588,674
Restricted*	1,727,854	1,119,684	1,075,994	774,772	645,959
Unrestricted	898,438	1,031,971	2,063,241	3,483,010	3,407,652
GASB 68 Adjustment				(2,462,753)	(2,323,271)
Net Position	\$ 16,212,178	\$ 16,389,005	\$ 16,937,291	\$ 15,201,512	\$ 16,319,014



Revenues	2012	2013	2014	2015	2016
State Appropriations	\$ 4,824,700	\$ 5,191,900	\$ 5,839,900	\$ 6,377,100	\$ 7,084,403
Student Tuition & Fees	2,160,582	1,691,571	1,732,687	1,395,001	555,035
Grants & Contracts	993,129	1,116,105	875,465	1,017,300	603,305
Auxillary Enterprises	763,592	443,608	580,414	293,267	449,051
Federal Pell	116,134	152,224	170,895	152,228	120,629
Other Revenues	564,736	529,322	665,875	765,125	646,685
Capital Grants	458,881	1,410,579	277,114	416,056	1,371,374
Total Revenue	\$ 9,881,754	\$ 10,535,309	\$ 10,142,350	\$ 10,416,077	\$ 10,830,482



\* UBTC Foundation is a component unit of the college and its assets are included in the college's financial statements. Corresponding cash and restricted fund balances of \$39,801 are included in the FY 2016 financial presentation above.

# Utah System of Technical Colleges

## Budget Request Criteria - 2018

Requested amount:	\$	130,000
College:		OWTC
		Industrial
Program:		Automation
College Priority:		1

1) Briefly describe the program and what the college intends to do with the requested funding.

The college intends to establish an A.M. STEM program in Robotics in 4 local high schools. Instruction would be provided through distance education delivery by using the UEN Internet Video Conferencing (IVC) system. An instructor at the college would broadcast lessons to the high school classrooms where CTE teachers at the high schools would serve as classroom facilitators and proctors. The instructor at the college would also assume responsibility for curriculum development, equipment at high school locations, teacher training, and adding future course offerings.

2) How does the program align with the college mission, and how will the funding enhance the college's ability to accomplish its mission?

All the A.M. STEM Robotics coursework would transfer to the OWTC Industrial Automation program, expanding the pathway for high school students. By enabling more high school students to complete coursework in the Industrial Automation program, the college will be able to provide more technically skilled workers in a more timely manner to area employers.

3) Justification

a. Who are your industry/employer partners (attach support letters)?

Autoliv, Fresenius, Elkay, Kimberly Clark. Support letters are in process.

b. Explain how this request will meet unmet demand in your service region (include DWS & other applicable third-party data for backup).

Weber county has a large manufacturing base. Robotics has many applications in the manufacturing industry. O\*NET Online list robotics technician as an occupation with a bright outlook because it is a new and emerging occupation.

i. Existing programs only

Current annual capacity: 60 FTE

Current annual demand: 90 FTE

\* Unmet demand/waitlist: 45 FTE

\*\* Current Openings: 90 FTE

Annual capacity if funded: 80 FTE

c. Is this program in a high wage/high demand area? If not, explain why it should still be funded.

Yes, the median wage for robotics technician in Utah is \$27/hour.

d. If funded, when will this program begin enrolling students?

1-Jul-19

e. Describe career pathways created or enhanced if funding is received.

This will enhance the pathway from high schools to the college's IAM program by adding articulation for robotics courses to the current articulation for digital electronics (PLTW) courses. This will also enhance the current pathway and stackable credentials from OWTC's IAM program to Weber State University's operations and controls engineering manufacturing engineering degrees.



4) What goals/objectives is the college planning to achieve with this funding?  
 The college plans to achieve the goal of increasing the number of high school students enrolled in the IAM program.

5) Performance Measures/Outcomes

a. What estimated increases in production and outcomes does the college anticipate?

i. Membership hours:	40%
ii. Certificate completers:	35%
iii. Placements:	10%

b. Describe the economic impact to your service region if this funding is received.  
 More high school students will be served by additional CTE instruction leading to a greater future pool of technically skilled workers.

6) Performance Baseline (for existing program expansion)

a. What are the most recent production and outcome measures?

i. Membership hours:	43,523
ii. Certificate completers:	23
iii. Placements:	64

7) Budget

a. Detail of projected expenditures (be specific; no equipment...will be requested elsewhere)

	<u>Expenditure</u>	<u>Amount</u>
i.	Faculty (1.5 FTE)	120,000
ii.	Books, supplies	10,000
iii.		
iv.		
v.		
	<b>Total:</b>	<b>130,000</b>

b. Current budget (existing programs only) 396,000

c. Describe any internal efficiencies that have been utilized or could be utilized to augment this funding.  
 The Industrial Automation program has reduced and consolidated courses onto a single outline. The program is also increasing the use of web-based instructional materials. Not all of the internal efficiencies at the college have come from the programs on our funding request. Other areas of the college have reduced staffing to achieve efficiencies. The college has reinvested over \$200,000 in faculty salaries from programs with lower enrollment and reallocated the funds to programs with higher demand.

8) Briefly describe any previous improvement strategies implemented within this program.  
 In addition to the ones mentioned in 7)c above, commercially available training equipment with associated curriculum and lab assignments for electronics and programmable logic controllers have been implemented to improve the hands-on learning activities.

9) To what extent is this request scalable? If a lower amount of funding is available, please articulate whether this would be effective and if so, what are the per-unit anticipated outcomes associated with lower funding increments?  
 This request is scalable. If a lower amount is funded, it would reduce the number of high school locations the program could serve. If half the request is funded, only 2 locations would be served and half of the anticipated outcomes would be achieved.

10) Briefly describe the impact to the service region if this program or department is not funded..

Demand for industrial automation maintenance and robotics technicians exceed the pipeline. Many Industrial Automation students are already employed. The high school CTE component is needed to expand the pipeline or employer needs will remain unmet.

11) Briefly describe the availability of college facilities to dedicate to the proposed program.

The college has a dedicated classroom and network infrastructure to support this proposed program.

\*unmet demand is from secondary students who cannot access automation program due to scheduling challenges.

\*\*statewide DWS data shows annual openings of 533 positions. Indeed.com shows 76 current openings.

# Utah System of Technical Colleges

## Budget Request Criteria - 2018

Requested amount: \$ 180,000  
College: OWTC  
Program: Software Development  
College Priority: 2

1) Briefly describe the program and what the college intends to do with the requested funding.

The Software Development program is starting to reach capacity at certain hours. The college proposes to implement a hybrid model which allows students complete much of the conceptual coursework online and only come to campus for the lab exercises.

2) How does the program align with the college mission, and how will the funding enhance the college's ability to accomplish its mission?

The Ogden Weber Technical College's mission is to create a technically skilled workforce. This new program would allow more students to develop technical skills allowing them to get higher paying jobs.

3) Justification

a. Who are your industry/employer partners (attach support letters)?

Autoliv, Kadince, Service Bureau, Software Technology Group, Consulting Solutions form Employer Advisor Team. Support letters are in process.

b. Explain how this request will meet unmet demand in your service region (include DWS & other applicable third-party data for backup).

Based on information provided by Department of Workforce Service, Software Developers have the fastest Growth Rate in the state at 5.9%. DWS estimates over 1000 openings between 2014 and 2024. It is estimated that there will be 640 annual openings.

i. Existing programs only

Current annual capacity: 60 FTE

Current annual demand: 100 FTE

\* Unmet demand/waitlist: 50 FTE

\*\* Current openings: 80 FTE

Annual capacity if funded: 100 FTE

c. Is this program in a high wage/high demand area? If not, explain why it should still be funded.

Yes, Software Development median wage is \$ 44.00 per hour.

d. If funded, when will this program begin enrolling students?

1-Oct-18

e. Describe career pathways created or enhanced if funding is received.

We currently have pathways with Weber State University. This funding will help us to build additional pathways.

4) What goals/objectives is the college planning to achieve with this funding?

Software Development will be growing the program to increase the number of students that can complete which will help with the number of openings that is expected.

5) Performance Measures/Outcomes

a. What estimated increases in production and outcomes does the college anticipate?

- i. Membership hours: 25%
- ii. Certificate completers: 25%
- iii. Placements: 50%

b. Describe the economic impact to your service region if this funding is received.

As employers get their demands met, it will result in growth in revenue and output and increase the region's tax base.

6) Performance Baseline (for existing program expansion)

a. What are the most recent production and outcome measures?

- i. Membership hours: 51,034
- ii. Certificate completers: 20
- iii. Placements: 20

7) Budget

a. Detail of projected expenditures (be specific; no equipment...will be requested elsewhere)

	<u>Expenditure</u>	<u>Amount</u>
i.	Faculty 1.5 FTE	130,000
ii.	Software Licensing	15,500
iii.	Supplies	25,000
iv.	Webcams	4,500
v.	Network space/cloud storage	5,000
	<b>Total:</b>	<b>180,000</b>

b. Current budget (existing programs only) 180,211

c. Describe any internal efficiencies that have been utilized or could be utilized to augment this funding.

We have opened up classes day and night to try to meet demand. Moving towards virtual space should help with internal efficiencies. Not all of the internal efficiencies at the college have come from the programs on our funding request. Other areas of the college have reduced staffing to achieve efficiencies. The college has reinvested over \$200,000 in faculty salaries from programs with lower enrollment and reallocated the funds to programs with higher demand.

8) Briefly describe any previous improvement strategies implemented within this program.

This program is 4 years old and has continued to grow from the day of inception. Because the program is almost full, we are limited by the number of students that can access the program. This program has grown due to creativity and more hands-on activities. This shows the broad range of capabilities of software developers.

9) To what extent is this request scalable? If a lower amount of funding is available, please articulate whether this would be effective and if so, what are the per-unit anticipated outcomes associated with lower funding increments?

Reducing the request amount would not be as effective; it would mean less FTE which would reduce the number of students enrolling, completing and being placed.

10) Briefly describe the impact to the service region if this program or department is not funded..

Based on the number of positions that will be opening over the next 5 years, without this program will create less opportunity for employers to grow.

11) Briefly describe the availability of college facilities to dedicate to the proposed program.

The college has dedicated space for software development. Curriculum has already been created. IT support is already in place.

\*Based on adult and secondary students who have shown interest but not enrolled.

Some classroom capacity, some scheduling challenges with work or for secondary students, school.

\*\*DWS projects 640 annual software development openings. Indeed.com has 80 current openings listed for Ogden area.









# Utah System of Technical Colleges

## Budget Request Criteria - 2018

Requested amount: \$ 80,000  
College: OWTC  
Program: Dental Assisting  
College Priority: 3

1) Briefly describe the program and what the college intends to do with the requested funding.  
The college proposes to create a hybrid program to attract more working adults. The hybrid program would allow students to learn the theory portion of the program online, during their free time. Skills would still be taught in the classroom. However, lab hours would be expanded to include nights and some weekends. Additionally, the program would work with local employers to offer more of an apprenticeship model to students. This means that we would strive to have all students obtain employment at a local dental office immediately after starting the program. This will not only meet the surging employer demand, but also allow students the opportunity to earn an income while attending classes and provide an additional venue for them to apply the theory and practice the skills they learn in the program. Students would receive credit for the skills they perform in the work setting, thereby decreasing the amount of time it takes to complete the Dental Assisting program.

2) How does the program align with the college mission, and how will the funding enhance the college's ability to accomplish its mission?  
The funding will help the college accomplish its mission by allowing us to meet the staffing needs of our local dentists.

3) Justification  
a. Who are your industry/employer partners (attach support letters)?  
Dentists and dental offices throughout the region such as Crowton Dentistry, Monarch Dental and Cobble Creek Dental. Support letters are in process.  
b. Explain how this request will meet unmet demand in your service region (include DWS & other applicable third-party data for backup).  
Currently, the Dental Assisting Coordinator receives at least one phone per week from a dental clinic looking for a extern or graduate. Most of the time, we have to simply put them on the waiting list. Because of the length of the Dental Assisting program, it will be many months before we can contact those employers on the waiting list with prospective employees.

i. Existing programs only

Current annual capacity:	48 FTE
Current annual demand:	70 FTE
* Unmet demand/waitlist:	30 FTE
** Current Openings:	72 FTE
Annual capacity if funded:	70 FTE

c. Is this program in a high wage/high demand area? If not, explain why it should still be funded.  
Yes, O\*NET Online projects a faster than average growth rate for dental assistants (14% growth). The dental assistant wages for the state of Utah range from \$10.59 to \$18.57.

d. If funded, when will this program begin enrolling students?

1-Sep-18

e. Describe career pathways created or enhanced if funding is received.  
The Dental Assisting program offers a career pathway to the Weber State University Dental Hygienist program.

4) What goals/objectives is the college planning to achieve with this funding?  
1- Fulfill unmet employer demand, 2- Attract more working adults to the program

5) Performance Measures/Outcomes

a. What estimated increases in production and outcomes does the college anticipate?

- |                                 |      |
|---------------------------------|------|
| i. Membership hours:            | 30%  |
| *** ii. Certificate completers: | 20%  |
| iii. Placements:                | 100% |

b. Describe the economic impact to your service region if this funding is received.

This funding will result in more people working in higher wage jobs which will increase spending power and contribute to a healthier local economy.

6) Performance Baseline (for existing program expansion)

a. What are the most recent production and outcome measures?

- |                             |        |
|-----------------------------|--------|
| i. Membership hours:        | 25,257 |
| ii. Certificate completers: | 18     |
| iii. Placements:            | 18     |

7) Budget

a. Detail of projected expenditures (be specific; no equipment...will be requested elsewhere)

	<u>Expenditure</u>	<u>Amount</u>
i.	Additional Faculty (.5 FTE)	50,000
ii.	Consumables	5,000
iii.	Marketing	5,000
iv.	Online testing s/w licenses	20,000
v.		
	Total:	80,000

b. Current budget (existing programs only) 234,500

c. Describe any internal efficiencies that have been utilized or could be utilized to augment this funding.

Some shifts could be made in staffing ratios for the day classes. Existing hourly faculty could be utilized to help cover some of the added evening/weekend hours. Not all of the internal efficiencies at the college have come from the programs on our funding request. Other areas of the college have reduced staffing to achieve efficiencies. The college has reinvested over \$200,000 in faculty salaries from programs with lower enrollment and reallocated the funds to programs with higher demand.

8) Briefly describe any previous improvement strategies implemented within this program.

The program has decreased the amount of hours required for externships and plans to decrease that even further next year. A significant amount of curriculum has been moved to canvas in preparation for the transition to a hybrid structure. Significant efforts have been made to market the program over the past year.

9) To what extent is this request scalable? If a lower amount of funding is available, please articulate whether this would be effective and if so, what are the per-unit anticipated outcomes associated with lower funding increments?

This request does not lend itself to scaling because it involves a major structure change. The changes would either all have to be made or none at all.

10) Briefly describe the impact to the service region if this program or department is not funded..

If this project is not funded, our ability to provide alternate schedules for students will be severely limited. Without that component, an apprenticeship model cannot be pursued. That would result in a continuation of the current situation where employer demand exceeds our ability to supply graduates.

11) Briefly describe the availability of college facilities to dedicate to the proposed program.

The Dental Assisting program has sufficient classroom and lab space to accommodate the expansion.

\*Unmet demand is from working adults and secondary students that cannot access daytime classes on a regular basis.

\*\*Indeed.com shows 72 current openings as of 8/18/17 for Ogden/Norther Utah area.

\*\*\*this is a conservative number because of the length of the program many students will not complete until the next fiscal year.



## UTAH SYSTEMS OF TECHNICAL COLLEGES

### AGENDA ITEM

#### USTC BOARD OF TRUSTEES

September 13, 2017

ITEM: II.J

TOPIC: Approval of FY 2017 Student Enrollment and Outcomes Data

#### BACKGROUND

In accordance with USTC Policy 205.10.1 (Student Enrollment and Outcome Reporting), technical colleges have submitted data to the Office of the Commissioner from their student information systems for Fiscal Year 2017. College presidents and administrative staff have certified that the data comply with all applicable statutes and USTC policies, and that USTC-produced data summaries concur with reports produced internally at each college.

The Office of the USTC Commissioner has reviewed each college's data submission and certification, and here presents a draft summary showing membership hours, student headcounts, and completion, placement, and licensure rates for each college. These summaries have been reviewed and certified by each college president as accurate.

Under USTC Policy 205.10.1.3, the Board of Trustees is to approve of the year-end data and summaries thereof for use in all reporting to the Utah State Legislature, the Governor's Office, and to the general public. These data are to be clearly identified in all reports as *preliminary* and *subject to change* over the next few months.

As provided under Policy 205.10.2, colleges continue to track the placement outcomes of certificate-seeking students after the fiscal year has ended, until the colleges' annual accreditation reports are due to the Council on Occupational Education in early December. The technical colleges will provide a follow-up data submission in December reporting additional student completions, placements, and licensures pertaining to FY 2017 students. Data provided in December will be presented to the Trustees in summary form at that time, and will then be approved as *final* for all future reports pertaining to FY 2017.

#### RECOMMENDATION

USTC Administration recommends that the Board of Trustees approve of the technical college data submissions and the attached summaries thereof for use in all reporting to USTC and college stakeholders, pending the final data submission in early December 2017.

Attachments: Technical College and USTC System Student Enrollment and Outcomes Reports (9 reports in total)

## Bridgerland Technical College FY 2017 Student Enrollment and Outcomes Report\*

9/11/2017 Draft - Certified by College President

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	80,916	60,685	476,305	617,906
Distinct Student Headcount				1,853
Sum of Individual Program Headcounts (allowing enrollment in multiple programs)†	555	247	1,093	1,895
Still Enrolled	96	143	518	757
Graduates	429	84	282	795
Non-graduates	30	20	293	343
Graduation Rate‡	93%	81%	49%	70%
Non-graduate Completers ("Early Hires") §	3	0	79	82
Allowable Subtractions	1	2	34	37
<i>Withdrew &amp; Enrolled in Another Program</i>	1	1	18	20
<i>Unavailable to Earn a Credential ¶</i>	0	1	16	17
Completion Rate (utilizing COE standards)	94%	82%	67%	80%
Placed Students (includes Non-graduate Completers)	123	59	259	441
<i>Related Employment</i>	85	39	234	358
<i>Military Service</i>	0	0	0	0
<i>Continuing Education</i>	38	20	25	83
Allowable Subtractions	39	5	8	52
<i>Unavailable for Employment ¶</i>	1	3	3	7
<i>Refused Employment</i>	1	2	5	8
<i>Awaiting Licensure</i>	37	0	0	37
Unplaced Students	270	20	94	384
Placement Rate (utilizing COE standards)	31%	75%	73%	53%
Graduates who Took a Req'd Licensure Exam	198	12	35	245
Graduates who Passed a Req'd Licensure Exam	198	12	35	245
Licensure Rate (utilizing COE standards)	100%	100%	100%	100%

<b>Total Postsecondary Membership Hours</b>	<b>708,536</b>
<b>Total Distinct Postsecondary Headcount</b>	<b>3,815</b>

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	313,628	37,987	12,206	363,821
Distinct Student Headcount	1,809	56	10	1,875
Certificate Awardees (program length)	4	0	4	8
% Secondary Students Earning Certificate				0%

Job Upgrade Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	2,340	0	0	2,340
Distinct Student Headcount	25	0	0	25

Continuing Occupational Education Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	54,600	18,690	0	73,290
Distinct Student Headcount	2,146	27	0	2,173

Students Enrolled in Other Training	
Membership Hours	15,000
Distinct Student Headcount	268
<i>Basic Skills Students</i>	263
<i>Personal Interest Students</i>	4
<i>Job Re-entry Students</i>	0
<i>Senior Citizens</i>	1

<b>Total Secondary Membership Hours</b>	<b>363,821</b>
<b>Total Distinct Secondary Headcount</b>	<b>1,875</b>

\*All data included herein are considered preliminary and subject to change through December 2017, when annual accreditation reports are submitted to the Council on Occupational Education. At that time, this report shall be updated to reflect the college's final student outcome reporting statistics for fiscal year 2017.

†Certificate-seeking students are counted once in each accredited program in which they enroll. Hence, a student who completes an accredited program and enrolls in a separate program (e.g., completion of Certified Nursing Assistant and subsequent enrollment in Surgical Technology) is counted twice herein.

‡Note that graduation rates reported to the Council on Occupational Education differ from those shown here due to methodological differences. Whereas COE instructs accredited institutions to remove allowable subtractions prior to the calculation of graduation rates, the rates presented herein are calculated prior to the removal of allowable subtractions.

§Non-graduate completers, under direction received from the Council on Occupational Education, include those students who exit their programs of study without obtaining an accredited certificate but obtain employment in a field related to instruction received consequent to the students' studies at the technical college. This category also includes students who leave a program unsuccessfully but enroll at another institution of higher education where an articulation agreement exists, allowing students' coursework to fulfill program requirements elsewhere.

¶Students documented to be unavailable to earn a credential in their program(s), or to be placed in employment, due to situations such as pregnancy, other serious health-related issues (physical/mental/behavioral), caring for ill family members, incarceration, death, service with a foreign aid organization of the U.S. Government (e.g., Peace Corps), an official church mission, etc.

¶¶Job Upgrade students are currently employed in a field related to the instruction received, enrolling in (a) course(s) belonging to an accredited program with the intent to advance in the workplace. Continuing Occupational Education students are also employed, but they enroll in stand-alone courses with the intent to maintain their current employment (e.g., required recertification).

## Davis Technical College FY 2017 Student Enrollment and Outcomes Report\*

9/11/2017 Draft - Certified by College President

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	70,600	126,424	755,758	952,782
Distinct Student Headcount				3,162
Sum of Individual Program Headcounts (allowing enrollment in multiple programs)†	621	548	2,134	3,303
Still Enrolled	54	102	735	891
Graduates	415	159	580	1,154
Non-graduates	152	287	819	1,258
Graduation Rate‡	73%	36%	41%	48%
Non-graduate Completers ("Early Hires") §	7	186	145	338
Allowable Subtractions	1	7	247	255
<i>Withdrawn &amp; Enrolled in Another Program</i>	1	4	7	12
<i>Unavailable to Earn a Credential ¶</i>	0	3	240	243
Completion Rate (utilizing COE standards)	75%	79%	63%	69%
Placed Students (includes Non-graduate Completers)	120	297	513	930
<i>Related Employment</i>	88	281	396	765
<i>Military Service</i>	1	0	4	5
<i>Continuing Education</i>	31	16	113	160
Allowable Subtractions	130	12	88	230
<i>Unavailable for Employment ¶</i>	0	2	65	67
<i>Refused Employment</i>	0	0	5	5
<i>Awaiting Licensure</i>	130	10	18	158
Unplaced Students	172	36	124	332
Placement Rate (utilizing COE standards)	41%	89%	81%	74%
Graduates who Took a Req'd Licensure Exam	208	47	155	410
Graduates who Passed a Req'd Licensure Exam	181	47	155	383
Licensure Rate (utilizing COE standards)	87%	100%	100%	93%

Total Postsecondary Membership Hours	1,047,950
Total Distinct Postsecondary Headcount	4,609

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	202,674	107,825	58,085	368,584
Distinct Student Headcount	1,226	152	56	1,434
Certificate Awardees (program length)	209	26	35	270
% Secondary Students Earning Certificate				19%

Job Upgrade Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	22,748	2,100	0	24,848
Distinct Student Headcount	150	3	0	153

Continuing Occupational Education Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	10,943	0	0	10,943
Distinct Student Headcount	662	0	0	662

Students Enrolled in Other Training	
Membership Hours	59,377
Distinct Student Headcount	972
<i>Basic Skills Students</i>	361
<i>Personal Interest Students</i>	606
<i>Job Re-entry Students</i>	0
<i>Senior Citizens</i>	5

Total Secondary Membership Hours	368,584
Total Distinct Secondary Headcount	1,434

\*All data included herein are considered preliminary and subject to change through December 2017, when annual accreditation reports are submitted to the Council on Occupational Education. At that time, this report shall be updated to reflect the college's final student outcome reporting statistics for fiscal year 2017.

†Certificate-seeking students are counted once in each accredited program in which they enroll. Hence, a student who completes an accredited program and enrolls in a separate program (e.g., completion of Certified Nursing Assistant and subsequent enrollment in Surgical Technology) is counted twice herein.

‡Note that graduation rates reported to the Council on Occupational Education differ from those shown here due to methodological differences. Whereas COE instructs accredited institutions to remove allowable subtractions prior to the calculation of graduation rates, the rates presented herein are calculated prior to the removal of allowable subtractions

§Non-graduate completers, under direction received from the Council on Occupational Education, include those students who exit their programs of study without obtaining an accredited certificate but obtain employment in a field related to instruction received consequent to the students' studies at the technical college. This category also includes students who leave a program unsuccessfully but enroll at another institution of higher education where an articulation agreement exists, allowing students' coursework to fulfill program requirements elsewhere.

¶Students documented to be unavailable to earn a credential in their program(s), or to be placed in employment, due to situations such as pregnancy, other serious health-related issues (physical/mental/behavioral), caring for ill family members, incarceration, death, service with a foreign aid organization of the U.S. Government (e.g., Peace Corps), an official church mission, etc

¶¶Job Upgrade students are currently employed in a field related to the instruction received, enrolling in (a) course(s) belonging to an accredited program with the intent to advance in the workplace. Continuing Occupational Education students are also employed, but they enroll in stand-alone courses with the intent to maintain their current employment (e.g., required recertification).

## Dixie Technical College FY 2017 Student Enrollment and Outcomes Report\*

9/6/2017 Draft - Certified by College President

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	14,216	41,432	135,460	191,108
Distinct Student Headcount				658
Sum of Individual Program Headcounts (allowing enrollment in multiple programs)†	103	226	339	668
Still Enrolled	15	135	179	329
Graduates	80	46	91	217
Non-graduates	8	45	69	122
Graduation Rate‡	91%	51%	57%	64%
Non-graduate Completers ("Early Hires") §	1	3	6	10
Allowable Subtractions	1	1	5	7
<i>Withdrew &amp; Enrolled in Another Program</i>	0	1	5	6
<i>Unavailable to Earn a Credential ¶</i>	1	0	0	1
Completion Rate (utilizing COE standards)	93%	54%	63%	68%
Placed Students (includes Non-graduate Completers)	24	40	53	117
<i>Related Employment</i>	17	40	48	105
<i>Military Service</i>	0	0	0	0
<i>Continuing Education</i>	7	0	5	12
Allowable Subtractions	0	9	1	10
<i>Unavailable for Employment ¶</i>	0	0	1	1
<i>Refused Employment</i>	0	0	0	0
<i>Awaiting Licensure</i>	0	9	0	9
Unplaced Students	57	0	43	100
Placement Rate (utilizing COE standards)	30%	100%	55%	54%
Graduates who Took a Req'd Licensure Exam	0	17	0	17
Graduates who Passed a Req'd Licensure Exam	0	17	0	17
Licensure Rate (utilizing COE standards)	--	100%	--	100%

<b>Total Postsecondary Membership Hours</b>	<b>222,767</b>
<b>Total Distinct Postsecondary Headcount</b>	<b>4,329</b>

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	46,038	18,183	1,020	65,241
Distinct Student Headcount	277	27	1	305
Certificate Awardees (program length)	62	4	11	77
% Secondary Students Earning Certificate				25%

Job Upgrade Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	1,680	0	0	1,680
Distinct Student Headcount	9	0	0	9

Continuing Occupational Education Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	29,274	0	0	29,274
Distinct Student Headcount	3,678	0	0	3,678

Students Enrolled in Other Training	
Membership Hours	705
Distinct Student Headcount	14
<i>Basic Skills Students</i>	1
<i>Personal Interest Students</i>	2
<i>Job Re-entry Students</i>	11
<i>Senior Citizens</i>	0

<b>Total Secondary Membership Hours</b>	<b>65,241</b>
<b>Total Distinct Secondary Headcount</b>	<b>305</b>

\*All data included herein are considered preliminary and subject to change through December 2017, when annual accreditation reports are submitted to the Council on Occupational Education. At that time, this report shall be updated to reflect the college's final student outcome reporting statistics for fiscal year 2017.

†Certificate-seeking students are counted once in each accredited program in which they enroll. Hence, a student who completes an accredited program and enrolls in a separate program (e.g., completion of Certified Nursing Assistant and subsequent enrollment in Surgical Technology) is counted twice herein.

‡Note that graduation rates reported to the Council on Occupational Education differ from those shown here due to methodological differences. Whereas COE instructs accredited institutions to remove allowable subtractions prior to the calculation of graduation rates, the rates presented herein are calculated prior to the removal of allowable subtractions.

§Non-graduate completers, under direction received from the Council on Occupational Education, include those students who exit their programs of study without obtaining an accredited certificate but obtain employment in a field related to instruction received consequent to the students' studies at the technical college. This category also includes students who leave a program unsuccessfully but enroll at another institution of higher education where an articulation agreement exists, allowing students' coursework to fulfill program requirements elsewhere.

¶Students documented to be unavailable to earn a credential in their program(s), or to be placed in employment, due to situations such as pregnancy, other serious health-related issues (physical/mental/behavioral), caring for ill family members, incarceration, death, service with a foreign aid organization of the U.S. Government (e.g., Peace Corps), an official church mission, etc.

¶¶Job Upgrade students are currently employed in a field related to the instruction received, enrolling in (a) course(s) belonging to an accredited program with the intent to advance in the workplace. Continuing Occupational Education students are also employed, but they enroll in stand-alone courses with the intent to maintain their current employment (e.g., required recertification).

## Mountainland Technical College FY 2017 Student Enrollment and Outcomes Report\*

9/8/2017 Draft - Certified by College President

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	70,887	85,499	409,308	565,694
Distinct Student Headcount				2,028
Sum of Individual Program Headcounts (allowing enrollment in multiple programs)†	720	360	1,061	2,141
Still Enrolled	63	126	466	655
Graduates	607	172	428	1,207
Non-graduates	50	62	167	279
Graduation Rate‡	92%	74%	72%	81%
Non-graduate Completers ("Early Hires") §	0	4	10	14
Allowable Subtractions	9	24	57	90
<i>Withdrew &amp; Enrolled in Another Program</i>	1	1	1	3
<i>Unavailable to Earn a Credential ¶</i>	8	23	56	87
Completion Rate (utilizing COE standards)	94%	84%	81%	87%
Placed Students (includes Non-graduate Completers)	109	30	167	306
<i>Related Employment</i>	81	25	141	247
<i>Military Service</i>	0	0	0	0
<i>Continuing Education</i>	28	5	26	59
Allowable Subtractions	7	3	6	16
<i>Unavailable for Employment ¶</i>	4	2	4	10
<i>Refused Employment</i>	1	1	2	4
<i>Awaiting Licensure</i>	2	0	0	2
Unplaced Students	491	143	265	899
Placement Rate (utilizing COE standards)	18%	17%	39%	25%
Graduates who Took a Req'd Licensure Exam	75	15	60	150
Graduates who Passed a Req'd Licensure Exam	73	15	60	148
Licensure Rate (utilizing COE standards)	97%	100%	100%	99%

Total Postsecondary Membership Hours	660,728
Total Distinct Postsecondary Headcount	2,847

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	265,645	114,470	93,577	473,692
Distinct Student Headcount	1,191	175	72	1,438
Certificate Awardees (program length)	563	82	107	752
% Secondary Students Earning Certificate				52%

Job Upgrade Students**				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	1,467	0	0	1,467
Distinct Student Headcount	10	0	0	10

Continuing Occupational Education Students**				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	81,942	0	0	81,942
Distinct Student Headcount	507	0	0	507

Students Enrolled in Other Training	
Membership Hours	11,625
Distinct Student Headcount	402
<i>Basic Skills Students</i>	64
<i>Personal Interest Students</i>	337
<i>Job Re-entry Students</i>	1
<i>Senior Citizens</i>	0

Total Secondary Membership Hours	473,692
Total Distinct Secondary Headcount	1,438

\*All data included herein are considered preliminary and subject to change through December 2017, when annual accreditation reports are submitted to the Council on Occupational Education. At that time, this report shall be updated to reflect the college's final student outcome reporting statistics for fiscal year 2017.

†Certificate-seeking students are counted once in each accredited program in which they enroll. Hence, a student who completes an accredited program and enrolls in a separate program (e.g., completion of Certified Nursing Assistant and subsequent enrollment in Surgical Technology) is counted twice herein.

‡Note that graduation rates reported to the Council on Occupational Education differ from those shown here due to methodological differences. Whereas COE instructs accredited institutions to remove allowable subtractions prior to the calculation of graduation rates, the rates presented herein are calculated prior to the removal of allowable subtractions

§Non-graduate completers, under direction received from the Council on Occupational Education, include those students who exit their programs of study without obtaining an accredited certificate but obtain employment in a field related to instruction received consequent to the students' studies at the technical college. This category also includes students who leave a program unsuccessfully but enroll at another institution of higher education where an articulation agreement exists, allowing students' coursework to fulfill program requirements elsewhere.

¶Students documented to be unavailable to earn a credential in their program(s), or to be placed in employment, due to situations such as pregnancy, other serious health-related issues (physical/mental/behavioral), caring for ill family members, incarceration, death, service with a foreign aid organization of the U.S. Government (e.g., Peace Corps), an official church mission, etc

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## Ogden-Weber Technical College FY 2017 Student Enrollment and Outcomes Report\*

9/6/2017 Draft - Certified by College President

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	41,460	90,119	542,115	673,694
Distinct Student Headcount				2,460
Sum of Individual Program Headcounts (allowing enrollment in multiple programs)†	367	500	1,672	2,539
Still Enrolled	41	48	556	645
Graduates	265	124	369	758
Non-graduates	61	328	745	1,134
Graduation Rate‡	81%	27%	33%	40%
Non-graduate Completers ("Early Hires") §	3	183	100	286
Allowable Subtractions	9	23	96	128
Withdraw & Enrolled in Another Program	0	14	57	71
Unavailable to Earn a Credential ¶	9	9	39	57
Completion Rate (utilizing COE standards)	85%	72%	46%	59%
Placed Students (includes Non-graduate Completers)	169	272	312	753
Related Employment	103	263	274	640
Military Service	2	1	3	6
Continuing Education	64	8	35	107
Allowable Subtractions	68	13	67	148
Unavailable for Employment ¶	5	5	11	21
Refused Employment	3	3	6	12
Awaiting Licensure	60	5	50	115
Unplaced Students	31	22	90	143
Placement Rate (utilizing COE standards)	85%	93%	78%	84%
Graduates who Took a Req'd Licensure Exam	0	0	0	0
Graduates who Passed a Req'd Licensure Exam	0	0	0	0
Licensure Rate (utilizing COE standards)	--	--	--	--

<b>Total Postsecondary Membership Hours</b>	<b>863,903</b>
<b>Total Distinct Postsecondary Headcount</b>	<b>4,173</b>

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	180,119	60,797	21,096	262,011
Distinct Student Headcount	1,221	85	21	1,327
Certificate Awardees (program length)	104	9	20	133
% Secondary Students Earning Certificate				10%

Job Upgrade Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	31,217	0	0	31,217
Distinct Student Headcount	616	0	0	616

Continuing Occupational Education Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	78,875	0	0	78,875
Distinct Student Headcount	1,069	0	0	1,069

Students Enrolled in Other Training	
Membership Hours	80,118
Distinct Student Headcount	723
Basic Skills Students	231
Personal Interest Students	195
Job Re-entry Students	292
Senior Citizens	5

<b>Total Secondary Membership Hours</b>	<b>262,011</b>
<b>Total Distinct Secondary Headcount</b>	<b>1,327</b>

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¶¶Job Upgrade students are currently employed in a field related to the instruction received, enrolling in (a) course(s) belonging to an accredited program with the intent to advance in the workplace. Continuing Occupational Education students are also employed, but they enroll in stand-alone courses with the intent to maintain their current employment (e.g., required recertification).

## Southwest Technical College FY 2017 Student Enrollment and Outcomes Report\*

9/11/2017 Draft - Certified by College President

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	27,755	43,434	72,232	143,421
Distinct Student Headcount				428
Sum of Individual Program Headcounts (allowing enrollment in multiple programs)†	181	100	170	451
Still Enrolled	7	23	81	111
Graduates	164	48	45	257
Non-graduates	10	29	44	83
Graduation Rate‡	94%	62%	51%	76%
Non-graduate Completers ("Early Hires") §	0	2	6	8
Allowable Subtractions	3	10	20	33
Withdrawn & Enrolled in Another Program	0	7	8	15
Unavailable to Earn a Credential ¶	3	3	12	18
Completion Rate (utilizing COE standards)	96%	75%	74%	86%
Placed Students (includes Non-graduate Completers)	84	41	43	168
Related Employment	59	40	42	141
Military Service	0	0	0	0
Continuing Education	25	1	1	27
Allowable Subtractions	44	0	0	44
Unavailable for Employment ¶	1	0	0	1
Refused Employment	1	0	0	1
Awaiting Licensure	42	0	0	42
Unplaced Students	36	9	8	53
Placement Rate (utilizing COE standards)	70%	82%	84%	76%
Graduates who Took a Req'd Licensure Exam	87	0	0	87
Graduates who Passed a Req'd Licensure Exam	87	0	0	87
Licensure Rate (utilizing COE standards)	100%	--	--	100%

<b>Total Postsecondary Membership Hours</b>	<b>163,965</b>
<b>Total Distinct Postsecondary Headcount</b>	<b>1,054</b>

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	88,836	4,310	0	93,146
Distinct Student Headcount	829	6	0	835
Certificate Awardees (program length)	59	0	1	60
% Secondary Students Earning Certificate				7%

Job Upgrade Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	2,086	0	0	2,086
Distinct Student Headcount	14	0	0	14

Continuing Occupational Education Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	12,554	0	0	12,554
Distinct Student Headcount	415	0	0	415

Students Enrolled in Other Training	
Membership Hours	5,904
Distinct Student Headcount	310
Basic Skills Students	0
Personal Interest Students	309
Job Re-entry Students	0
Senior Citizens	1

<b>Total Secondary Membership Hours</b>	<b>93,146</b>
<b>Total Distinct Secondary Headcount</b>	<b>835</b>

\*All data included herein are considered preliminary and subject to change through December 2017, when annual accreditation reports are submitted to the Council on Occupational Education. At that time, this report shall be updated to reflect the college's final student outcome reporting statistics for fiscal year 2017.

†Certificate-seeking students are counted once in each accredited program in which they enroll. Hence, a student who completes an accredited program and enrolls in a separate program (e.g., completion of Certified Nursing Assistant and subsequent enrollment in Surgical Technology) is counted twice herein.

‡Note that graduation rates reported to the Council on Occupational Education differ from those shown here due to methodological differences. Whereas COE instructs accredited institutions to remove allowable subtractions prior to the calculation of graduation rates, the rates presented herein are calculated prior to the removal of allowable subtractions.

§Non-graduate completers, under direction received from the Council on Occupational Education, include those students who exit their programs of study without obtaining an accredited certificate but obtain employment in a field related to instruction received consequent to the students' studies at the technical college. This category also includes students who leave a program unsuccessfully but enroll at another institution of higher education where an articulation agreement exists, allowing students' coursework to fulfill program requirements elsewhere.

¶Students documented to be unavailable to earn a credential in their program(s), or to be placed in employment, due to situations such as pregnancy, other serious health-related issues (physical/mental/behavioral), caring for ill family members, incarceration, death, service with a foreign aid organization of the U.S. Government (e.g., Peace Corps), an official church mission, etc.

¶¶Job Upgrade students are currently employed in a field related to the instruction received, enrolling in (a) course(s) belonging to an accredited program with the intent to advance in the workplace. Continuing Occupational Education students are also employed, but they enroll in stand-alone courses with the intent to maintain their current employment (e.g., required recertification).

## Tooele Technical College FY 2017 Student Enrollment and Outcomes Report\*

9/7/2017 Draft - Certified by College President

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	38,938	8,066	70,257	117,261
Distinct Student Headcount				472
Sum of Individual Program Headcounts (allowing enrollment in multiple programs)†	282	51	232	565
Still Enrolled	55	22	84	161
Graduates	133	18	57	208
Non-graduates	94	11	91	196
Graduation Rate‡	59%	62%	39%	51%
Non-graduate Completers ("Early Hires") §	7	1	30	38
Allowable Subtractions	11	3	7	21
Withdrawn & Enrolled in Another Program	6	0	3	9
Unavailable to Earn a Credential ¶	5	3	4	12
Completion Rate (utilizing COE standards)	65%	73%	62%	64%
Placed Students (includes Non-graduate Completers)	121	19	81	221
Related Employment	49	7	74	130
Military Service	0	0	0	0
Continuing Education	72	12	7	91
Allowable Subtractions	15	0	4	19
Unavailable for Employment ¶	3	0	4	7
Refused Employment	5	0	0	5
Awaiting Licensure	7	0	0	7
Unplaced Students	4	0	2	6
Placement Rate (utilizing COE standards)	97%	100%	98%	97%
Graduates who Took a Req'd Licensure Exam	43	0	18	61
Graduates who Passed a Req'd Licensure Exam	43	0	17	60
Licensure Rate (utilizing COE standards)	100%	--	94%	98%

Total Postsecondary Membership Hours	135,823
Total Distinct Postsecondary Headcount	661

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	16,274	4,953	1,211	22,438
Distinct Student Headcount	136	7	1	144
Certificate Awardees (program length)	14	0	0	14
% Secondary Students Earning Certificate				10%

Job Upgrade Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	7,953	850	0	8,803
Distinct Student Headcount	85	1	0	86

Continuing Occupational Education Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	1,328	0	0	1,328
Distinct Student Headcount	29	0	0	29

Students Enrolled in Other Training	
Membership Hours	8,431
Distinct Student Headcount	168
Basic Skills Students	58
Personal Interest Students	102
Job Re-entry Students	1
Senior Citizens	7

Total Secondary Membership Hours	22,438
Total Distinct Secondary Headcount	144

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¶Students documented to be unavailable to earn a credential in their program(s), or to be placed in employment, due to situations such as pregnancy, other serious health-related issues (physical/mental/behavioral), caring for ill family members, incarceration, death, service with a foreign aid organization of the U.S. Government (e.g., Peace Corps), an official church mission, etc.

¶¶Job Upgrade students are currently employed in a field related to the instruction received, enrolling in (a) course(s) belonging to an accredited program with the intent to advance in the workplace. Continuing Occupational Education students are also employed, but they enroll in stand-alone courses with the intent to maintain their current employment (e.g., required recertification).

## Uintah Basin Technical College FY 2017 Student Enrollment and Outcomes Report\*

9/6/2017 Draft - Certified by College President

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	66,590	10,475	90,396	167,461
Distinct Student Headcount				543
Sum of Individual Program Headcounts (allowing enrollment in multiple programs)†	340	28	207	575
Still Enrolled	23	2	42	67
Graduates	277	14	74	365
Non-graduates	40	12	91	143
Graduation Rate‡	87%	54%	45%	72%
Non-graduate Completers ("Early Hires") §	0	5	2	7
Allowable Subtractions	1	1	15	17
Withdrawn & Enrolled in Another Program	0	1	11	12
Unavailable to Earn a Credential ¶	1	0	4	5
Completion Rate (utilizing COE standards)	88%	76%	51%	76%
Placed Students (includes Non-graduate Completers)	111	16	19	146
Related Employment	102	13	13	128
Military Service	0	0	0	0
Continuing Education	9	3	6	18
Allowable Subtractions	24	0	0	24
Unavailable for Employment ¶	24	0	0	24
Refused Employment	0	0	0	0
Awaiting Licensure	0	0	0	0
Unplaced Students	142	3	57	202
Placement Rate (utilizing COE standards)	44%	84%	25%	42%
Graduates who Took a Req'd Licensure Exam	97	0	15	112
Graduates who Passed a Req'd Licensure Exam	97	0	15	112
Licensure Rate (utilizing COE standards)	100%	--	100%	100%

<b>Total Postsecondary Membership Hours</b>	<b>235,502</b>
<b>Total Distinct Postsecondary Headcount</b>	<b>2,324</b>

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	242,524	14,617	3,031	260,172
Distinct Student Headcount	1,619	21	3	1,643
Certificate Awardees (program length)	122	24	11	157
% Secondary Students Earning Certificate				10%

Job Upgrade Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	982	600	0	1,582
Distinct Student Headcount	9	1	0	10

Continuing Occupational Education Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	34,567	18,083	0	52,650
Distinct Student Headcount	1,636	26	0	1,662

Students Enrolled in Other Training	
Membership Hours	13,810
Distinct Student Headcount	198
Basic Skills Students	8
Personal Interest Students	173
Job Re-entry Students	12
Senior Citizens	5

<b>Total Secondary Membership Hours</b>	<b>260,172</b>
<b>Total Distinct Secondary Headcount</b>	<b>1,643</b>

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¶¶Job Upgrade students are currently employed in a field related to the instruction received, enrolling in (a) course(s) belonging to an accredited program with the intent to advance in the workplace. Continuing Occupational Education students are also employed, but they enroll in stand-alone courses with the intent to maintain their current employment (e.g., required recertification).

## Utah System of Technical Colleges FY 2017 Student Enrollment and Outcomes Report\*

9/11/2017 Draft - Compiled by Assistant Commissioner Zachary Barrus upon Receipt of each College President's Certification.

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	411,363	466,135	2,551,830	3,429,328
Distinct Student Headcount				11,604
Sum of Individual Program Headcounts (allowing enrollment in multiple programs)†	3,169	2,060	6,906	12,135
Still Enrolled	354	601	2,661	3,616
Graduates	2,370	665	1,926	4,961
Non-graduates	445	794	2,319	3,558
Graduation Rate‡	84%	46%	45%	58%
Non-graduate Completers ("Early Hires") §	21	384	378	783
Allowable Subtractions	36	71	481	588
<i>Withdrew &amp; Enrolled in Another Program</i>	9	29	110	148
<i>Unavailable to Earn a Credential ¶</i>	27	42	371	440
Completion Rate (utilizing COE standards)	86%	76%	61%	72%
Placed Students (includes Non-graduate Completers)	861	774	1,447	3,082
<i>Related Employment</i>	584	708	1,222	2,514
<i>Military Service</i>	3	1	7	11
<i>Continuing Education</i>	274	65	218	557
Allowable Subtractions	327	42	174	543
<i>Unavailable for Employment ¶</i>	38	12	88	138
<i>Refused Employment</i>	11	6	18	35
<i>Awaiting Licensure</i>	278	24	68	370
Unplaced Students	1,203	233	683	2,119
Placement Rate (utilizing COE standards)	42%	77%	68%	59%
Graduates who Took a Req'd Licensure Exam	708	91	283	1,082
Graduates who Passed a Req'd Licensure Exam	679	91	282	1,052
Licensure Rate (utilizing COE standards)	96%	100%	100%	97%

<b>Total Postsecondary Membership Hours</b>	<b>4,039,173</b>
<b>Total Distinct Postsecondary Headcount</b>	<b>23,812</b>

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	1,355,740	363,141	190,225	1,909,106
Distinct Student Headcount	8,308	529	164	9,001
Certificate Awardees (program length)	1,137	145	189	1,471
% Secondary Students Earning Certificate				16%

Job Upgrade Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	70,473	3,550	0	74,023
Distinct Student Headcount	918	5	0	923

Continuing Occupational Education Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	304,081	36,773	0	340,854
Distinct Student Headcount	10,142	53	0	10,195

Students Enrolled in Other Training	
Membership Hours	194,969
Distinct Student Headcount	3,055
<i>Basic Skills Students</i>	986
<i>Personal Interest Students</i>	1,728
<i>Job Re-entry Students</i>	317
<i>Senior Citizens</i>	24

<b>Total Secondary Membership Hours</b>	<b>1,909,106</b>
<b>Total Distinct Secondary Headcount</b>	<b>9,001</b>

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# UTAH SYSTEM OF TECHNICAL COLLEGES

## AGENDA ITEM

### USTC BOARD OF TRUSTEES

September 13, 2017



ITEM: II.L

TOPIC: System Goals and Metrics

#### BACKGROUND

The Legislative Education Interim Committee and the Governor's Education Excellence Commission have been working on development of statewide education goals and metrics, and have recommended that each of the state's education systems develop system goals and metrics. Commissioner Woolstenhulme and staff, in consultation with the Presidents' Cabinet and state leaders, have developed the attached USTC Goals and Metrics based on the [USTC Strategic Plan](#) approved by the Board in March 2017, and will present them for the Board's consideration and approval. (The USTC Strategic Plan can be viewed [here](#).)

#### RECOMMENDATIONS

It is recommended that the Board of Trustees approve the attached System Goals and Metrics.

Attachments: UTSC Ten-Year Plan: Goals and Metrics

# UTAH SYSTEM OF TECHNICAL COLLEGES

## Ten-Year Plan: Goals and Metrics



**== DRAFT ==**

**September 7, 2017**

**GOAL 1.** Provide every student the opportunity to obtain quality technical education resulting in a post-secondary credential.

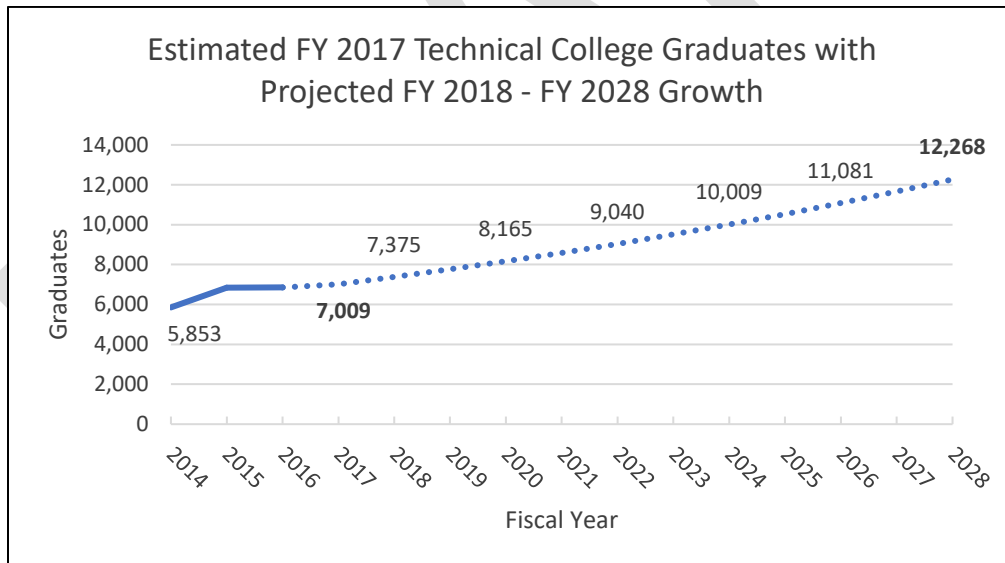
### OBJECTIVES:

#### A. Graduate Attainment

Increase the number of students graduating with a board-approved technical college postsecondary certificate (Strategic Plan 1.C, 2.I).

**Metric: 75% total growth in annual graduates by 2028 (5% annually).\***

7,009 (2017 projection) + 75% = **12,266**.



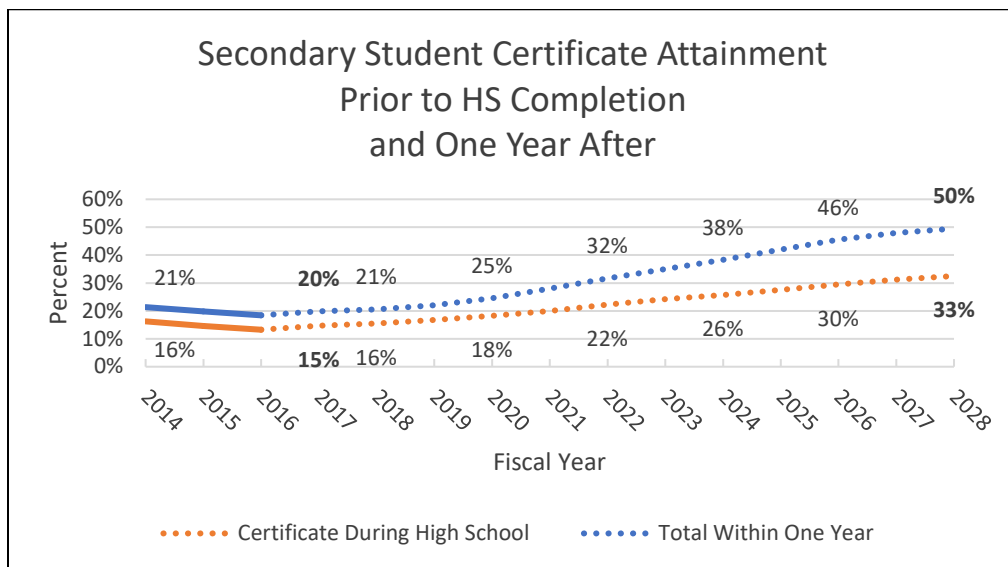
\*Major revisions to UCAT Policy 205, *Student Completion and Outcome Reporting*, were passed in May 2017 by the UCAT Board of Trustees. Those revisions change definitions and reporting requirements beginning July 2017, and will necessitate revisions to previously submitted goals as baseline data is established.

## B. Secondary Student Certificate Attainment

Increase the percentage of students attaining a board-approved technical college postsecondary certificate during high school or within one year following high school graduation (Strategic Plan 2.G, 6.A, 6.D).

**Metric: Increase to 33% annually during high school, 50% within one year following.\***

2017 projection: 1,791 of 12,184 secondary students to attain certificates (20%).



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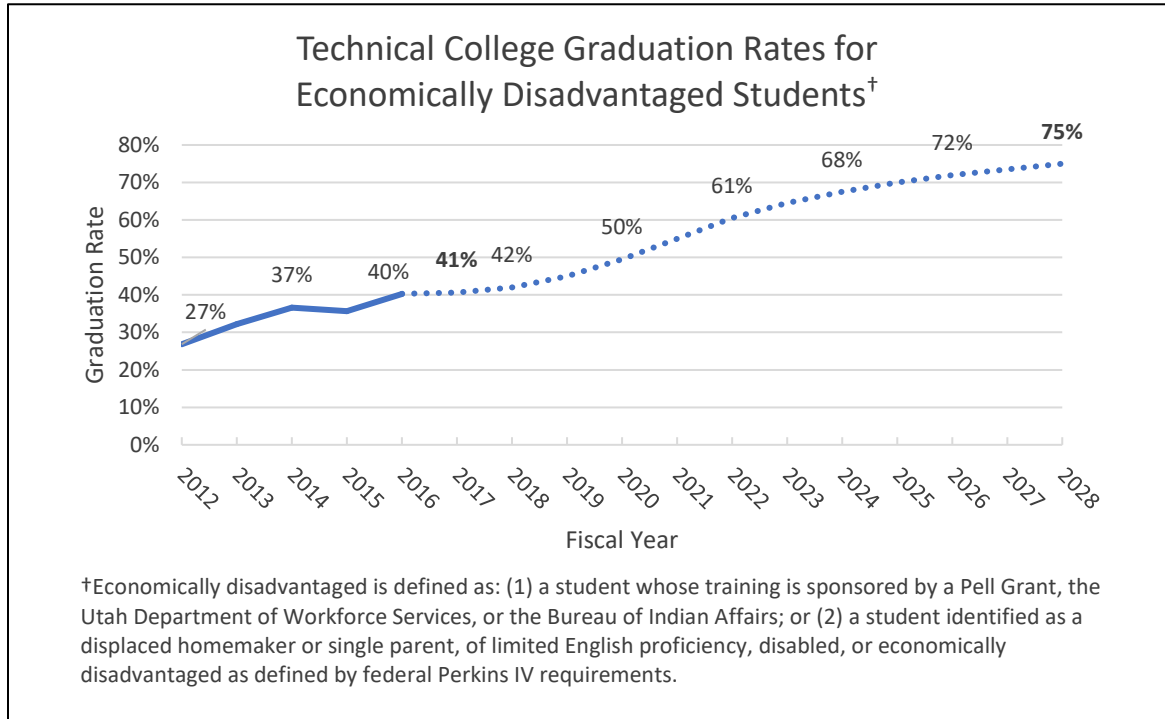


**C. Economically Disadvantaged Student Attainment**

Increase the percentage of economically disadvantaged students attaining a board-approved technical college postsecondary certificate (Strategic Plan 2.H).

**Metric: Increase to 75% annually by 2028.\***

2017 projection: 1,085 of 2,645 economically disadvantaged students to attain certificates **(41%)**.



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**GOAL 2. Meet critical economic and employer needs.**

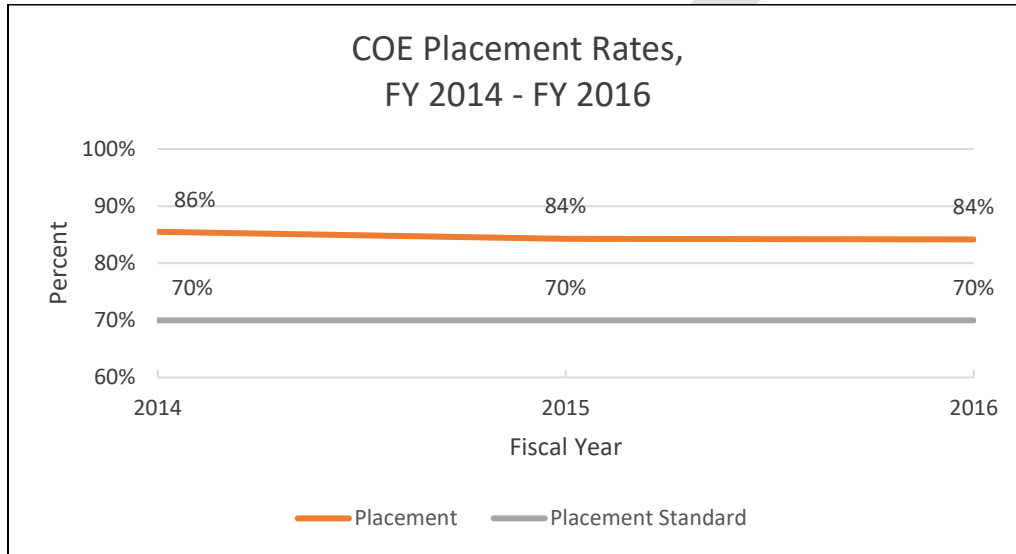
**OBJECTIVES:**

**A. Placement**

Achieve placement rates for completers of each certificate program into *related employment, continued education, or military service* that meet or exceed accreditation standards (Strategic Plan 1.G, 5.C).

**Metric: Exceed accreditation standard by 10% to 20% annually.\***

COE placement standard: 70% of program completers + 10% to 20% = **80% to 90%**.

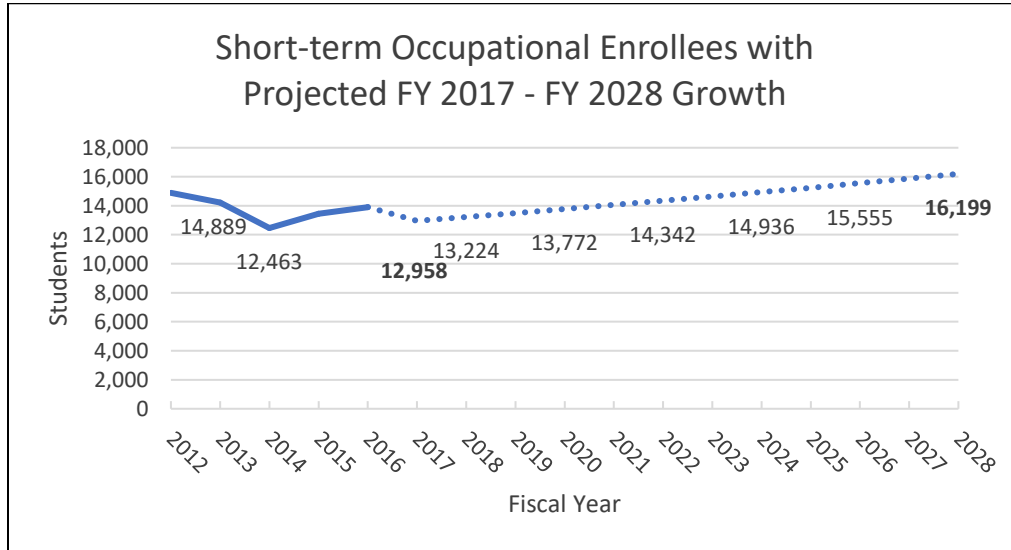


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### B. Short-Term Occupational Training

Increase the numbers of incumbent workers receiving short-term job upgrade or continuing occupational education courses, in proportion to overall program enrollment.

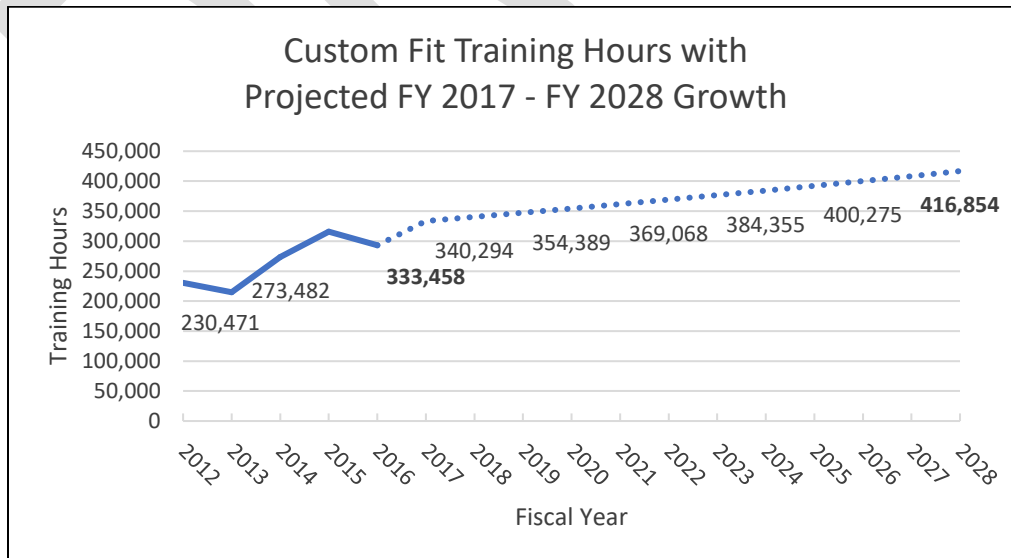
**Metric: 25% total growth in annual short-term training enrollment by 2028.\***  
12,958 (2017 projection) + 25% = **16,198.**



### C. Custom Fit

Increase the amount of customized workforce training provided to Utah employers through the Custom Fit program (Strategic Plan 5.E, 5.F).

**Metric: 25% increase in Custom Fit training hours provided annually by 2028.\***  
333,458 (2017 projection) + 25% = **416,823.**



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### **GOAL 3. Improve internal efficiency.**

#### **OBJECTIVES:**

##### **A. Graduation Rate\* by Program Length**

Increase the percentage of enrolled certificate-seeking students for each program length who graduate with a board-approved technical college postsecondary certificate (Strategic Plan 1.E, 4.B, 7.A, 7.B, 7.C, 8.E).

**Metric: By 2028, increase annual graduates to:**

- **60% for longer programs (600 hours+)**
- **70% for medium programs (300-599 hours)**
- **80% for shorter programs (1-299 hours).**

2016: 5,149 total (**61%**) of 8,507 certificate-seeking students attained certificates of all lengths. (Data system has been modified beginning FY-2018 to identify the precise program length in which a non-graduate student is enrolled. Historical data is not available for stratified graduation rates, as program length data was collected only for graduating students *upon completion*.)

*\*Note: This graduation rate metric reflects graduation (certificate completion) only. "Completion rates" reported for accreditation standards also include additional non-graduates who are hired into related employment, as a reflection of completing the program's employability objective. Qualified exceptions to completion, such as health, voluntary service, unavailability for employment, etc., are also excluded from accreditation reporting.*

##### **B. High-Wage High-Demand Program Graduation Rate.**

Increase the percentage of certificate-seeking students who graduate with a board-approved technical college postsecondary certificate **for identified high-wage high-demand occupations** per program length (Strategic Plan 1.A, 4.B).

**Metric: By 2028, increase annual high-wage high-demand program graduates consistent with other programs to:**

- **60% annually for longer programs (600 hours+)**
- **70% for medium programs (300-599 hours)**
- **80% for shorter programs (1-299 hours).**

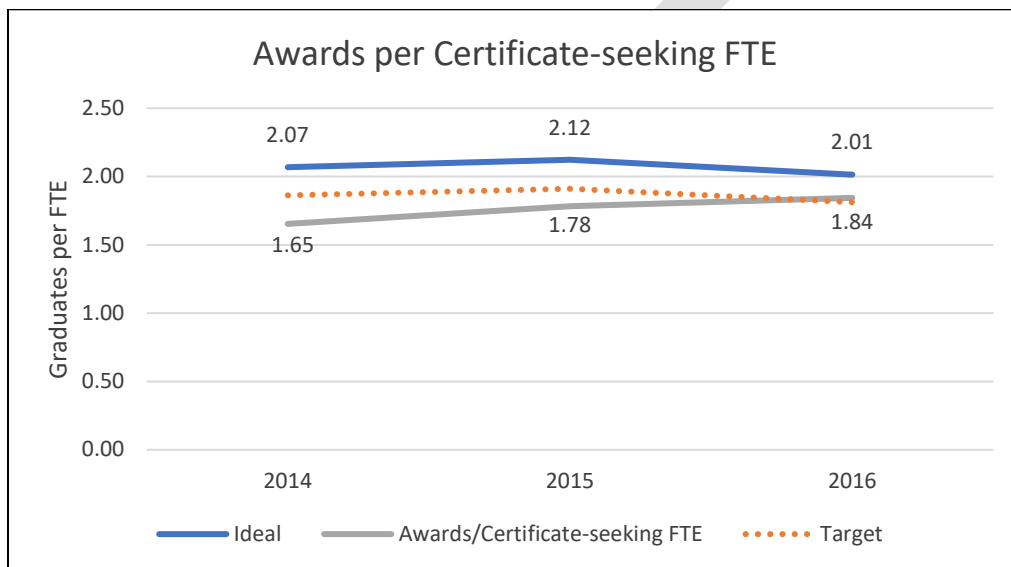
(While graduation rates currently cannot be *stratified* by program length, preliminary data queries of potential high-wage high-demand programs show current graduation rates tracking **approximately 2-5% lower** than total graduation rates.)

### C. Awards per FTE (900 hours)

Achieve the ideal, balanced annual number of awards per certificate-seeking full-time-equivalent (FTE) student based on employer-demanded program lengths (1 FTE = 900 hours of scheduled instruction) (Strategic Plan 1.A, 1.E, 1.F).

**Metric: Maintain the number of awards per FTE within 10% of the annually calculated ideal number.**

The ideal number of awards per FTE varies across years and colleges as program offerings and lengths change. As employers demand shorter programs, the ideal number of awards increases. The ideal is calculated by dividing 900 by the weighted average length of all certificates awarded during the fiscal year.



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## UTAH SYSTEM OF TECHNICAL COLLEGES

### AGENDA ITEM

#### USTC BOARD OF TRUSTEES

September 13, 2017

ITEM: III.Q

TOPIC: Governor's 2017 Education Summit

Governor Gary R. Herbert's 2017 Education Summit will be held on Friday, October 13, 2017 and a private dinner for Board of Trustees, Board of Regents, College & University Presidents is scheduled for Thursday, October 12, 2017. Invitations to each are linked below:

Dinner on October 12, Utah Valley University, Sorensen Student Center

6:30 pm – 8:00 pm

<http://GovernorsDinner.rsvpify.com>

Education Summit on October 13 -Ballroom at Utah Valley University

8:30 am – 12:30 pm

<http://2017EducationSummit.rsvpify.com>

Under the Governor's leadership, public education, higher education and the technical colleges are coming together in unprecedented fashion to coordinate efforts involving career and technical education. This summit is a rare and important opportunity to engage CTE providers with business owners, industry leaders, and public policy officials as we continually work on program alignment to meet industry demand.

Attachments: None

# UTAH SYSTEM OF TECHNICAL COLLEGES



## AGENDA ITEM

### USTC BOARD OF TRUSTEES September 13, 2017

ITEM: III.R

TOPIC: College Presidents' 2017 Evaluations

#### BACKGROUND

As provided in Policy 112 and assigned in the January 2017 Board meeting, two college presidents have received formal comprehensive evaluations, and the remaining six presidents have received less formal annual reviews. The policy calls for the evaluation committees and review teams to prepare a confidential written report, which is to be presented in a closed session of the Board of Trustees.

#### RECOMMENDATIONS

To receive the confidential reports, it is recommended that the Utah System of Technical Colleges Board of Trustees meet in closed session, as provided in Utah Statute 52-4-205, for discussion of the character, professional competence, or physical or mental health of individuals.

Attachments: None

# UTAH SYSTEM OF TECHNICAL COLLEGES



## AGENDA ITEM

### USTC BOARD OF TRUSTEES September 13, 2017

ITEM: III.S

TOPIC: College President Evaluations FY18-FY20: Committee Assignments and Schedule

#### BACKGROUND

Policy 112 calls for each college president to receive a formal comprehensive performance evaluation following the first year of service, and at least once during each three years of service thereafter (112.5.2). Each year a formal evaluation is not conducted, a less formal annual review will be conducted (112.4), which will include at least two meetings at the college during the year with the review team (112.4.3).

The review and evaluation teams are to include the Chair and Vice Chair of the college Board of Directors, the member of the USTC Board of Trustees representing the college, one additional Trustee appointed by the USTC Board Chair who resides outside of the college's service region, and the Commissioner of Technical Education.

The attached document lists for each college president review/evaluation team the Trustee representing the college, the additional Trustee appointed to the team by Chair Evans, and the year scheduled for the president's formal comprehensive evaluation.

#### RECOMMENDATIONS

Information/discussion only.

Attachments: College President Reviews & Evaluations





## COLLEGE PRESIDENT REVIEWS & EVALUATIONS

<b>BRIDGERLAND TECHNICAL COLLEGE</b>	<b>DAVIS TECHNICAL COLLEGE</b>
<b>Formal Evaluation - FY-2020</b> Trustee Scott Theurer Trustee Steve Moore Commissioner Woolstenhulme	<b>Formal Evaluation - FY-2019</b> Trustee Mike Jensen Trustee Catherine Carter Commissioner Woolstenhulme
<b>DIXIE TECHNICAL COLLEGE</b>	<b>MOUNTAINLAND TECHNICAL COLLEGE</b>
<b>Formal Evaluation FY-2020</b> Trustee Stephen Wade Trustee Brad Tanner Commissioner Woolstenhulme	<b>Formal Evaluation FY-2018</b> Trustee Jim Evans Trustee Susan Johnson Commissioner Woolstenhulme
<b>OGDEN-WEBER TECHNICAL COLLEGE</b>	<b>SOUTHWEST TECHNICAL COLLEGE</b>
<b>Formal Evaluation FY-2018</b> Trustee Steve Moore Trustee Dale Cox Commissioner Woolstenhulme	<b>Formal Evaluation FY-2019</b> Trustee Chuck Taylor Trustee Brecken Cox Commissioner Woolstenhulme
<b>TOOELE TECHNICAL COLLEGE</b>	<b>UINTAH BASIN TECHNICAL COLLEGE</b>
<b>Formal Evaluation FY-2019</b> Trustee Dave Ulery Trustee Aaron Osmond Commissioner Woolstenhulme	<b>Formal Evaluation FY-2018</b> Trustee Mike Angus Trustee Brian Florang Commissioner Woolstenhulme