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| Administration Office Acceptable Use ITEM J | Assistant Comm. Barrus |
| K. Adoption of USTC Policy 114, Presidents' Cabinet ITEM K | Commissioner Woolstenhulme
Assistant Comm. Barrus |
| L. Replacement of USTC Certificate Attainment Goal ITEM L | Assistant Comm. Barrus |
| M. CTE Scholarship Application Process (HB-437) ITEM M | Commissioner Woolstenhulme
Associate Comm. Haines |

INFORMATION ITEMS:

- | | |
|---|---|
| N. Programs Approved ITEM N
DIXIE MOUNTAINLAND OGDEN-WEBER
BRIDGERLAND TOOELE SOUTHWEST | Associate Comm. Haines |
| O. USTC Commissioner's Office Budget Report ITEM O | Assistant Comm. Brinkerhoff |
| P. 2018 General Session of the Utah Legislature ITEM P
HB300 HB437 HB116 EAC | Commissioner Woolstenhulme
Assistant Comm. Demma |
| Q. Open and Public Meetings Training ITEM Q | Doug Richards |
| R. 2018 Year of Technical Education ITEM R | Commissioner Woolstenhulme
Assistant Comm. Demma |
| S. Utech.edu (USTC Website Update) ITEM S | Assistant Comm. Demma |
| T. Review of Board of Trustees meeting dates for 2018 ITEM T | Chair Jim Evans |
| U. USTC Master Calendar and Updated Contact List ITEM U1 ITEM U2 | Commissioner Woolstenhulme |
| V. Reimbursements to Board of Trustees Members ITEM V | Assistant Comm. Brinkerhoff |
| W. 310 So. Main Relocation Expenses ITEM W | Assistant Comm. Brinkerhoff |
| X. Transfer of State-owned Property to Ogden-Weber Technical College ITEM X | Commissioner Woolstenhulme
President Jim Taggart |
| Y. MTEC/UCAS Partnership ITEM Y | President Clay Christensen |
| Z. Dixie Technical College Ribbon Cutting Ceremony, March 28, 2018, 11:00 am | Acting Pres. Derek Hadlock |
| AA. Davis Technical College Ruby Gala Celebration, March 29, 2018, from 6:00 – 9:00 pm (Conf. Center) | President Michael Bouwhuis |
| BB. USTC Professional Development Conference June 15, 2018 at Uintah Basin Technical College | Assistant Comm. Demma
President Aaron Weight |
| CC. Uintah Basin Technical College Groundbreaking Welding Building Ceremony -Time certain 2:30 pm | President Aaron Weight |

FOLLOW-UP ITEMS:

- 1.
- 2.

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 Uintah Basin Technical College shall be the anchor location for public attendance.

FOLLOW-UP ITEMS...Cont.

- 3.
- 4.
- 5.

CLOSED SESSION:

The Board may elect to go into closed session, which will not be open to the public, pursuant to Utah Code Title 52, Chapter 4, Sections 204, 205 and 206.

ADJOURN:

Senator Howard A. Stephenson proposes the following substitute bill:

STUDENT CIVIL LIBERTIES PROTECTION ACT

2018 GENERAL SESSION

STATE OF UTAH

Chief Sponsor: Kim F. Coleman

Senate Sponsor: Howard A. Stephenson

LONG TITLE

General Description:

This bill creates the Student Civil Liberties Protection Act.

Highlighted Provisions:

This bill:

- ▶ upon the commissioner of higher education's recommendation, permits the State Board of Regents to hire legal staff;
- ▶ requires a state institution of higher education to initiate rulemaking proceedings for a policy under certain circumstances;
- ▶ requires each state institution of higher education to:
 - review each current policy for direct effects on the civil liberties of students; and
 - repeal or initiate rulemaking proceedings for each policy that directly affects a student's civil liberty;
- ▶ permits a student at a state institution of higher education to submit a complaint about a school policy to the State Board of Regents or to the Utah System of Technical Colleges Board of Trustees;
- ▶ requires the State Board of Regents and the Utah System of Technical Colleges Board of Trustees to:
 - establish a complaint process; and



- 26 • report annually to the Administrative Rules Review Committee;
- 27 ▶ amends the Utah Administrative Rulemaking Act; and
- 28 ▶ makes technical and conforming changes.

29 **Money Appropriated in this Bill:**

30 None

31 **Other Special Clauses:**

32 None

33 **Utah Code Sections Affected:**

34 AMENDS:

35 **53B-1-106**, as enacted by Laws of Utah 1987, Chapter 167

36 **63G-3-201**, as last amended by Laws of Utah 2017, Chapter 181

37 ENACTS:

38 **53B-27-301**, Utah Code Annotated 1953

39 **53B-27-302**, Utah Code Annotated 1953

40 **53B-27-303**, Utah Code Annotated 1953



42 *Be it enacted by the Legislature of the state of Utah:*

43 Section 1. Section **53B-1-106** is amended to read:

44 **53B-1-106. Appointment and hiring of staff -- Transfer of functions, personnel,**
45 **and funds.**

46 Upon the commissioner's recommendation, the board appoints and hires a staff of
47 professional, legal, and administrative personnel to serve at ~~[its]~~ the board's pleasure.
48 ~~[Salaries]~~ The board determines salaries, retirement provisions, other benefits, and capacities of
49 service ~~[are determined by the board]~~. If the board transfers a staff function from an
50 institution's own staff, the funds the institution budgeted ~~[by the institution]~~ for the transferred
51 functions are transferred to the board. Transferred personnel retain their retirement and other
52 benefits and seniority of term standing with the institution from which they are transferred.

53 Section 2. Section **53B-27-301** is enacted to read:

54 **Part 3. Student Civil Liberties Protection Act**

55 **53B-27-301. Definitions.**

56 As used in this part:

57 (1) "Civil liberty" means a civil liberty enumerated in the United States Constitution or
58 the Utah Constitution.

59 (2) "Governing board" means:

60 (a) for an institution described in Subsections 53B-2-101(1)(a) through (h), the board;

61 or

62 (b) for a technical college, the Utah System of Technical Colleges Board of Trustees.

63 (3) "Initiate rulemaking proceedings" means the same as that term is defined in Section
64 63G-3-601.

65 Section 3. Section **53B-27-302** is enacted to read:

66 **53B-27-302. Policies requiring rulemaking -- Policy review.**

67 (1) An institution may not make or amend a policy that directly affects a student's civil
68 liberty, unless the policy is made a rule in accordance with Title 63G, Chapter 3, Utah
69 Administrative Rulemaking Act.

70 (2) Each institution shall:

71 (a) before November 30, 2018, review the institution's policies as of May 11, 2018, and
72 identify any policy that directly affects a student's civil liberty; and

73 (b) before August 1, 2019, for each policy identified under Subsection (2)(a), repeal the
74 policy or initiate rulemaking proceedings to make the policy a rule.

75 Section 4. Section **53B-27-303** is enacted to read:

76 **53B-27-303. Complaint process -- Reporting.**

77 (1) Before August 1, 2019, each governing board shall make rules in accordance with
78 Title 63G, Chapter 3, Utah Administrative Rulemaking Act, establishing a procedure whereby
79 a student enrolled in an institution may submit a complaint to the institution's governing board
80 alleging a policy of the institution directly affects one or more of the student's civil liberties.

81 (2) (a) When a student submits a complaint in accordance with the rules adopted under
82 Subsection (1), the governing board shall:

83 (i) examine the complaint and, within 30 days after the day on which the governing
84 board receives the complaint, determine whether the complaint is made in good faith; and

85 (ii) (A) if the governing board determines that the complaint is made in good faith,
86 direct the institution against which the complaint is made to initiate rulemaking proceedings for
87 the challenged policy; or

88 (B) if the governing board determines that the complaint is made in bad faith, dismiss
89 the complaint.

90 (b) Before November 30 of each year, each governing board shall submit a report to the
91 Administrative Rules Review Committee detailing:

92 (i) the number of complaints the governing board received during the preceding year;

93 (ii) the number of complaints the governing board found to be made in good faith
94 during the preceding year; and

95 (iii) each policy that is the subject of a good-faith complaint that the governing board
96 received during the preceding year.

97 (3) If a governing board directs an institution to initiate rulemaking proceedings for a
98 challenged policy in accordance with this section, the institution shall initiate rulemaking
99 proceedings for the policy within 60 days after the day on which the governing board directs
100 the institution.

101 Section 5. Section **63G-3-201** is amended to read:

102 **63G-3-201. When rulemaking is required.**

103 (1) Each agency shall:

104 (a) maintain a current version of its rules; and

105 (b) make it available to the public for inspection during its regular business hours.

106 (2) In addition to other rulemaking required by law, each agency shall make rules when
107 agency action:

108 (a) authorizes, requires, or prohibits an action;

109 (b) provides or prohibits a material benefit;

110 (c) applies to a class of persons or another agency; and

111 (d) is explicitly or implicitly authorized by statute.

112 (3) Rulemaking is also required when an agency issues a written interpretation of a
113 state or federal legal mandate.

114 (4) Rulemaking is not required when:

115 (a) agency action applies only to internal agency management, inmates or residents of a
116 state correctional, diagnostic, or detention facility, persons under state legal custody, patients
117 admitted to a state hospital, members of the state retirement system, or, except as provided in
118 Title 53B, Chapter 27, Part 3, Student Civil Liberties Protection Act, students enrolled in a

119 state education institution;

120 (b) a standardized agency manual applies only to internal fiscal or administrative
121 details of governmental entities supervised under statute;

122 (c) an agency issues policy or other statements that are advisory, informative, or
123 descriptive, and do not conform to the requirements of Subsections (2) and (3); or

124 (d) an agency makes nonsubstantive changes in a rule, except that the agency shall file
125 all nonsubstantive changes in a rule with the office.

126 (5) (a) A rule shall enumerate any penalty authorized by statute that may result from its
127 violation, subject to Subsections (5)(b) and (c).

128 (b) A violation of a rule may not be subject to the criminal penalty of a class C
129 misdemeanor or greater offense, except as provided under Subsection (5)(c).

130 (c) A violation of a rule may be subject to a class C misdemeanor or greater criminal
131 penalty under Subsection (5)(a) when:

132 (i) authorized by a specific state statute;

133 (ii) a state law and programs under that law are established in order for the state to
134 obtain or maintain primacy over a federal program; or

135 (iii) state civil or criminal penalties established by state statute regarding the program
136 are equivalent to or less than corresponding federal civil or criminal penalties.

137 (6) Each agency shall enact rules incorporating the principles of law not already in its
138 rules that are established by final adjudicative decisions within 120 days after the decision is
139 announced in its cases.

140 (7) (a) Each agency may enact a rule that incorporates by reference:

141 (i) all or any part of another code, rule, or regulation that has been adopted by a federal
142 agency, an agency or political subdivision of this state, an agency of another state, or by a
143 nationally recognized organization or association;

144 (ii) state agency implementation plans mandated by the federal government for
145 participation in the federal program;

146 (iii) lists, tables, illustrations, or similar materials that are subject to frequent change,
147 fully described in the rule, and are available for public inspection; or

148 (iv) lists, tables, illustrations, or similar materials that the executive director or the
149 executive director's designee determines are too expensive to reproduce in the administrative

150 code.

151 (b) Rules incorporating materials by reference shall:

152 (i) be enacted according to the procedures outlined in this chapter;

153 (ii) state that the referenced material is incorporated by reference;

154 (iii) state the date, issue, or version of the material being incorporated; and

155 (iv) define specifically what material is incorporated by reference and identify any
156 agency deviations from it.

157 (c) The agency shall identify any substantive changes in the material incorporated by
158 reference by following the rulemaking procedures of this chapter.

159 (d) The agency shall maintain a complete and current copy of the referenced material
160 available for public review at the agency and at the office.

161 (8) (a) This chapter is not intended to inhibit the exercise of agency discretion within
162 the limits prescribed by statute or agency rule.

163 (b) An agency may enact a rule creating a justified exception to a rule.

164 (9) An agency may obtain assistance from the attorney general to ensure that its rules
165 meet legal and constitutional requirements.

Senator Ann Millner proposes the following substitute bill:

HIGHER EDUCATION MODIFICATIONS

2018 GENERAL SESSION

STATE OF UTAH

Chief Sponsor: Val L. Peterson

Senate Sponsor: Ann Millner

LONG TITLE

General Description:

This bill amends provisions related to higher education.

Highlighted Provisions:

This bill:

- ▶ defines terms, including defining the term "UTech" to mean the Utah System of Technical Colleges;
- ▶ permits the governor to remove, for cause, certain members of:
 - the State Board of Regents;
 - the Utah System of Technical Colleges Board of Trustees;
 - an institution of higher education board of trustees; and
 - a technical college board of directors;
- ▶ amends provisions related to the role of a technical college board of directors in relation to a technical college president;
- ▶ amends the membership of a technical college board of directors;
- ▶ creates a term limit for a member of a technical college board of directors;
- ▶ provides that the State Board of Regents may make policies regarding tuition waivers;
- ▶ enacts provisions related to the Higher Education Strategic Planning Commission,



26 including:

- 27 • creating the commission;
- 28 • describing the membership of the commission; and
- 29 • enacting powers and duties of the commission; and
- 30 ▶ makes technical and conforming changes.

31 **Money Appropriated in this Bill:**

32 This bill appropriates in fiscal year 2018:

33 ▶ to the Legislature - Legislative Services - Administration as a one-time
34 appropriation:

- 35 • from the General Fund, One-time, \$337,000;
- 36 ▶ to the Legislature - Senate - Administration as a one-time appropriation:
 - 37 • from the General Fund, One-time, \$6,300; and
- 38 ▶ to the Legislature - House of Representatives - Administration as a one-time
39 appropriation:
 - 40 • from the General Fund, One-time, \$6,300.

41 **Other Special Clauses:**

42 None

43 **Utah Code Sections Affected:**

44 AMENDS:

- 45 **53B-1-104**, as last amended by Laws of Utah 2017, Chapter 382
- 46 **53B-2-102**, as repealed and reenacted by Laws of Utah 2017, Chapter 382
- 47 **53B-2-104**, as last amended by Laws of Utah 2017, Chapter 382
- 48 **53B-2a-101**, as last amended by Laws of Utah 2017, Chapter 382
- 49 **53B-2a-102**, as last amended by Laws of Utah 2017, Chapter 382
- 50 **53B-2a-103**, as last amended by Laws of Utah 2017, Chapter 382
- 51 **53B-2a-104**, as last amended by Laws of Utah 2017, Chapters 365 and 382
- 52 **53B-2a-105**, as last amended by Laws of Utah 2017, Chapter 382
- 53 **53B-2a-106**, as last amended by Laws of Utah 2017, Chapter 382
- 54 **53B-2a-107**, as last amended by Laws of Utah 2017, Chapter 382
- 55 **53B-2a-109**, as last amended by Laws of Utah 2017, Chapter 382
- 56 **53B-2a-112**, as last amended by Laws of Utah 2017, Chapter 382

- 57 **53B-2a-113**, as last amended by Laws of Utah 2017, Chapter 382
- 58 **53B-2a-114**, as last amended by Laws of Utah 2017, Chapter 382
- 59 **53B-8-101**, as last amended by Laws of Utah 2017, Chapter 382
- 60 **63I-2-253**, as last amended by Laws of Utah 2017, Chapters 217, 223, 350, 365, 381,
- 61 386, and 468
- 62 **63I-2-263**, as last amended by Laws of Utah 2017, First Special Session, Chapter 1

63 ENACTS:

- 64 **63C-19-101**, Utah Code Annotated 1953
- 65 **63C-19-102**, Utah Code Annotated 1953
- 66 **63C-19-201**, Utah Code Annotated 1953
- 67 **63C-19-202**, Utah Code Annotated 1953

68 REPEALS AND REENACTS:

- 69 **53B-2a-108**, as last amended by Laws of Utah 2017, Chapter 382



71 *Be it enacted by the Legislature of the state of Utah:*

72 Section 1. Section **53B-1-104** is amended to read:

73 **53B-1-104. Membership of the board -- Student appointee -- Terms -- Oath --**
74 **Officers -- Committees -- Bylaws -- Meetings -- Quorum -- Vacancies -- Compensation.**

75 (1) Except as provided in Subsection (2), the board consists of 17 residents of the state
76 appointed by the governor with the consent of the Senate, as follows:

- 77 (a) eight [~~at large~~] at-large members;
- 78 (b) eight members, each of whom is:
 - 79 (i) selected from three nominees presented to the governor by a higher education
 - 80 institution board of trustees; and
 - 81 (ii) a current or former member of the institution of higher education board of trustees
 - 82 that nominates the member; and
 - 83 (c) one member, selected from three nominees presented to the governor by the student
 - 84 body presidents of the institutions of higher education, who:
 - 85 (i) is a fully matriculated student enrolled in an institution of higher education; and
 - 86 (ii) is not serving as a student body president at the time of the nomination.
- 87 (2) (a) (i) An individual appointed to the board on or before May 8, 2017, may serve on

88 the board, even if the individual does not fulfill a requirement for the composition of the board
89 described in Subsection (1).

90 (ii) The governor may reappoint a member described in Subsection (2)(a)(i) when the
91 member's term expires.

92 (b) An individual appointed to the board on or before May 8, 2017, who is a current or
93 former member of an institution of higher education board of trustees is the board member for
94 the institution of higher education described in Subsection (1)(b).

95 (c) (i) Subject to Subsection (2)(c)(ii), as positions on the board become vacant, the
96 governor shall ensure that newly appointed members move the board toward the composition
97 described in Subsection (1).

98 (ii) In appointing a new member to the board, the governor shall first appoint a member
99 described in Subsection (1)(b) until the eight positions described in Subsection (1)(b) are filled.

100 (3) (a) All appointments to the board shall be made on a nonpartisan basis.

101 (b) In making appointments to the board, the governor shall consider:

102 (i) geographic representation of members;

103 (ii) diversity;

104 (iii) experience in higher education governance;

105 (iv) experience in economic development; and

106 (v) exposure to institutions of higher education.

107 (c) An individual may not serve simultaneously on the State Board of Regents and an
108 institution of higher education board of trustees.

109 (4) (a) Except as provided in Subsection (4)(b), members of the board shall be
110 appointed to six-year staggered terms, which begin on July 1 of the year of appointment.

111 (b) A student member described in Subsection (1)(c) shall be appointed to a one-year
112 term.

113 (c) (i) The governor may remove a member of the board for cause.

114 (ii) The governor shall consult with the president of the Senate before removing a
115 member of the board.

116 (5) (a) A member of the board shall take the official oath of office before entering upon
117 the duties of office.

118 (b) The oath shall be filed with the Division of Archives and Records Services.

119 (6) The board shall elect a chair and vice chair from among the board's members who
120 shall serve terms of two years and until their successors are chosen and qualified.

121 (7) (a) The board shall appoint a secretary from the staff of the board's chief executive
122 to serve at the board's discretion.

123 (b) The secretary is a full-time employee who receives a salary set by the board.

124 (c) The secretary shall record and maintain a record of all board meetings and perform
125 other duties as the board directs.

126 (8) (a) The board may establish advisory committees.

127 (b) The powers and authority of the board are nondelegable, except as specifically
128 provided for in this title.

129 (c) All matters requiring board determination shall be addressed in a properly convened
130 meeting of the board or the board's executive committee.

131 (9) The board shall enact bylaws for the board's own government not inconsistent with
132 the constitution or the laws of this state.

133 (10) (a) The board shall meet regularly upon the board's own determination.

134 (b) The board may also meet, in full or executive session, at the request of the chair,
135 the executive officer, or five members of the board.

136 (11) A quorum of the voting members of the board is required to conduct the board's
137 business and consists of nine members.

138 (12) (a) A vacancy in the board occurring before the expiration of a voting member's
139 full term shall be immediately filled by appointment by the governor with the consent of the
140 Senate.

141 (b) An individual appointed under Subsection (12)(a) serves for the remainder of the
142 unexpired term.

143 (13) A board member may not receive compensation or benefits for the member's
144 service, but may receive per diem and travel expenses in accordance with:

145 (a) Section 63A-3-106;

146 (b) Section 63A-3-107; and

147 (c) rules made by the Division of Finance pursuant to Sections 63A-3-106 and
148 63A-3-107.

149 Section 2. Section 53B-2-102 is amended to read:

150 **53B-2-102. Board to appoint president for each institution.**

151 (1) As used in this section:

152 (a) "Institution of higher education" means an institution that is part of the Utah System
153 of Higher Education described in Subsection 53B-1-102(1)(a).

154 (b) "Search committee" means a committee that selects finalists for a position as an
155 institution of higher education president.

156 (2) The board shall appoint a president for each institution of higher education.

157 (3) An institution of higher education president serves at the pleasure of the board.

158 (4) (a) To appoint an institution of higher education president, the board shall establish
159 a search committee that includes representatives of faculty, staff, students, the institution of
160 higher education board of trustees, alumni, the outgoing institution of higher education
161 president's executive council or cabinet, and the board.

162 (b) A search committee shall be cochaired by a member of the board and a member of
163 the institution of higher education board of trustees.

164 (c) A search committee described in Subsection (4)(a) shall forward three to five
165 finalists to the board to consider for a position as an institution of higher education president.

166 (d) A search committee may not forward an individual to the board as a finalist unless
167 two-thirds of the search committee members, as verified by the commissioner, find the
168 individual to be qualified and likely to succeed as an institution of higher education president.

169 (5) (a) The board shall select an institution of higher education president from among
170 the finalists presented by a search committee.

171 (b) If the board is not satisfied with the finalists forwarded by a search committee, the
172 board may direct the search committee to resume the search process until the search committee
173 has forwarded three finalists with ~~[which]~~ whom the board is satisfied.

174 (6) The board, through the commissioner, shall create a comprehensive, active
175 recruiting plan to ensure a strong, diverse pool of potential candidates for institution of higher
176 education presidents.

177 (7) (a) Except as provided in Subsection (7)(b), a record or information gathered or
178 generated during the search process, including a candidate's application and the search
179 committee's deliberations, is confidential and is a protected record under Section 63G-2-305.

180 (b) Application materials for a publicly named finalist described in Subsection (5)(a)

181 are not protected records under Section 63G-2-305.

182 Section 3. Section 53B-2-104 is amended to read:

183 **53B-2-104. Memberships of board of trustees -- Terms -- Vacancies -- Oath --**
184 **Officers -- Bylaws -- Quorum -- Committees -- Compensation -- Applicability to technical**
185 **colleges.**

186 (1) (a) Except as provided in Subsection (10), the board of trustees of an institution of
187 higher education consists of the following:

188 (i) except as provided in Subsection 53B-18-1201(3)(b), eight individuals appointed by
189 the governor with the consent of the Senate; and

190 (ii) two ex officio members who are the president of the institution's alumni
191 association, and the president of the associated students of the institution.

192 (b) The appointed members of the boards of trustees for Utah Valley University and
193 Salt Lake Community College shall be representative of the interests of business, industry, and
194 labor.

195 (2) (a) The governor shall appoint four members of each board of trustees during each
196 odd-numbered year to four-year terms commencing on July 1 of the year of appointment.

197 (b) ~~[An appointed member]~~ Except as provided in Subsection (2)(d), a member
198 appointed under Subsection (1)(a)(i) holds office until a successor is appointed and qualified.

199 (c) The ex officio members serve for the same period as they serve as presidents and
200 until their successors have qualified.

201 (d) (i) The governor may remove a member appointed under Subsection (1)(a)(i) for
202 cause.

203 (ii) The governor shall consult with the president of the Senate before removing a
204 member appointed under Subsection (1)(a)(i).

205 (3) When a vacancy occurs in the membership of a board of trustees for any reason, the
206 replacement shall be appointed for the unexpired term.

207 (4) (a) Each member of a board of trustees shall take the official oath of office prior to
208 assuming the office.

209 (b) The oath shall be filed with the Division of Archives and Records Services.

210 (5) A board of trustees shall elect a chair and vice chair, who serve for two years and
211 until their successors are elected and qualified.

212 (6) (a) A board of trustees may enact bylaws for the board of trustees' own government,
213 including provisions for regular meetings.

214 (b) (i) A board of trustees may provide for an executive committee in the board of
215 trustees' bylaws.

216 (ii) If established, an executive committee shall have full authority of the board of
217 trustees to act upon routine matters during the interim between board of trustees meetings.

218 (iii) An executive committee may act on nonroutine matters only under extraordinary
219 and emergency circumstances.

220 (iv) An executive committee shall report the executive committee's activities to the
221 board of trustees at the board of trustees' next regular meeting following the action.

222 (c) Copies of a board of trustees' bylaws shall be filed with the board.

223 (7) A quorum is required to conduct business and consists of six members.

224 (8) A board of trustees may establish advisory committees.

225 (9) A member may not receive compensation or benefits for the member's service, but
226 may receive per diem and travel expenses in accordance with:

227 (a) Section 63A-3-106;

228 (b) Section 63A-3-107; and

229 (c) rules made by the Division of Finance pursuant to Sections 63A-3-106 and
230 63A-3-107.

231 (10) This section does not apply to a technical college board of directors described in
232 Section 53B-2a-108.

233 Section 4. Section 53B-2a-101 is amended to read:

234 **53B-2a-101. Definitions.**

235 As used in this chapter:

236 (1) "Board of trustees" means the [~~Utah System of Technical Colleges~~] UTech Board
237 of Trustees.

238 (2) "Commissioner of technical education" means the [~~Utah System of Technical~~
239 ~~Colleges~~] UTech commissioner of technical education.

240 (3) "Competency-based" means mastery of subject matter or skill level, as
241 demonstrated through business and industry approved standards and assessments, achieved
242 through participation in a hands-on learning environment, and which is tied to observable,

243 measurable performance objectives.

244 [~~(4)~~ "Member" means a member of the board of trustees.]

245 [~~(5)~~] (4) "Open-entry, open-exit" means:

246 (a) a method of instructional delivery that allows for flexible scheduling in response to
247 individual student needs or requirements and demonstrated competency when knowledge and
248 skills have been mastered;

249 (b) students have the flexibility to begin or end study at any time, progress through
250 course material at their own pace, and demonstrate competency when knowledge and skills
251 have been mastered; and

252 (c) if competency is demonstrated in a program of study, a credential, certificate, or
253 diploma may be awarded.

254 (5) "UTech" means the Utah System of Technical Colleges described in Section
255 53B-1-102.

256 Section 5. Section **53B-2a-102** is amended to read:

257 **53B-2a-102. Commissioner of technical education -- Appointment -- Duties.**

258 (1) (a) The board of trustees, upon approval from the governor and with the consent of
259 the Senate, shall appoint a commissioner of technical education to serve as the board of
260 trustees' chief executive officer.

261 (b) The commissioner of technical education shall:

262 (i) have an appropriate and relevant educational background, including, at a minimum,
263 a master's degree; and

264 (ii) have extensive experience in career and technical education.

265 (c) The commissioner of technical education shall serve at the board of trustees'
266 discretion and may be terminated by:

267 (i) the board of trustees; or

268 (ii) the governor, after consultation with the board of trustees.

269 (d) If the board of trustees intends to appoint an interim or acting commissioner of
270 technical education during a leave of absence of the commissioner of technical education, the
271 board of trustees shall appoint the interim or acting commissioner of technical education with
272 the consent of the Senate.

273 (e) The name of each final candidate for commissioner of technical education shall be

274 publicly disclosed.

275 (2) The board of trustees shall:

276 (a) set the salary of the commissioner of technical education;

277 (b) prescribe the duties and functions of the commissioner of technical education; and

278 (c) select a commissioner of technical education on the basis of outstanding

279 professional qualifications.

280 (3) The commissioner of technical education is responsible to the board of trustees to:

281 (a) ensure that the policies and programs of the board of trustees are properly executed;

282 (b) furnish information about [~~the Utah System of Technical Colleges~~] UTech and

283 make recommendations regarding the information to the board of trustees;

284 (c) provide state-level leadership in an activity affecting a technical college; and

285 (d) perform other duties as assigned by the board of trustees in carrying out the board

286 of trustees' duties and responsibilities.

287 Section 6. Section **53B-2a-103** is amended to read:

288 **53B-2a-103. UTech Board of Trustees -- Membership -- Terms -- Vacancies --**

289 **Oath -- Officers -- Quorum -- Committees -- Compensation.**

290 (1) There is created the [~~Utah System of Technical Colleges~~] UTech Board of Trustees.

291 (2) Except as provided in Subsections (3) and (4), the board of trustees is composed of
292 the following members:

293 (a) one member, representing business and industry employers from each technical
294 college board of directors, appointed by a majority vote of the business and industry employer
295 members of the technical college board of directors;

296 (b) one member representing business and industry employers from the Snow College
297 Economic Development and Workforce Preparation Advisory Committee appointed by a
298 majority of the business and industry employer members of the advisory committee;

299 (c) one member representing business and industry employers from the Utah State
300 University Eastern career and technical education advisory committee appointed by a majority
301 of the business and industry employer members of the advisory committee;

302 (d) one member representing business and industry employers from the Salt Lake
303 Community College School of Applied Technology Board of Directors appointed by a majority
304 of the business and industry employer members of the board of directors;

305 (e) one business or industry employer representative appointed by the governor with
306 the consent of the Senate from nominations submitted by the speaker of the House of
307 Representatives and president of the Senate;

308 (f) one representative of union craft, trade, or apprenticeship programs that prepare
309 workers for employment in career and technical education fields, appointed by the governor
310 with the consent of the Senate;

311 (g) one representative of non-union craft, trade, or apprenticeship programs that
312 prepare workers for employment in career and technical education fields, appointed by the
313 governor with the consent of the Senate; and

314 (h) the executive director of the Governor's Office of Economic Development or the
315 executive director's designee.

316 (3) (a) Beginning on July 1, 2019, the board of trustees is composed of 15 members
317 appointed by the governor with the consent of the Senate, as follows:

318 (i) one member selected from at least two nominees presented to the governor by the
319 board of directors of each technical college, for a total of eight members; and

320 (ii) one member who is employed in and represents each of the following sectors:

321 (A) information technology;

322 (B) manufacturing;

323 (C) life sciences;

324 (D) health care;

325 (E) transportation;

326 (F) union craft, trade, or apprenticeship; and

327 (G) non-union craft, trade, or apprenticeship.

328 (b) The seven members described in Subsection (3)(a)(ii) shall be selected from the
329 state at large, subject to the following conditions:

330 (i) at least four members shall reside in a geographic area served by a technical college;

331 and

332 (ii) no more than two members may reside in a single geographic area served by a
333 technical college.

334 (c) The governor shall make appointments to the board of trustees on a nonpartisan
335 basis.

336 (d) An individual may not serve on the board of trustees and a technical college board
337 of directors simultaneously.

338 (4) (a) To transition from the composition of the board of trustees described in
339 Subsection (2) to the composition described in Subsection (3), for a member who was
340 appointed to the board of trustees on or before May 10, 2016, the governor shall appoint a
341 replacement:

342 (i) when the member's current term expires, for a member who, on May 10, 2016, has
343 served less than two consecutive full terms on the board of trustees; or

344 (ii) on May 10, 2016, for a member who, on May 10, 2016, has served two or more
345 consecutive full terms on the board of trustees.

346 (b) In replacing a member who was appointed under Subsection (2)(a), the governor
347 shall appoint a member for the technical college represented by the member whose term
348 expires by:

349 (i) soliciting the technical college's board of directors to nominate at least two
350 individuals for the position; and

351 (ii) selecting from the nominees presented.

352 (c) In replacing a member who was appointed under Subsections (2)(b) through (2)(h),
353 the governor shall appoint a new member at large, ensuring representation from the sectors
354 described in Subsection (3)(a)(ii).

355 (d) In making an appointment under this Subsection (4), the governor:

356 (i) shall appoint a member on a nonpartisan basis; and

357 (ii) may not reappoint the member who is being replaced if the member has served on
358 the board of trustees for at least two consecutive full terms.

359 (5) (a) (i) Except as provided under Subsection (5)(a)(ii), a member shall be appointed
360 commencing on July 1 of each odd-numbered year to a four-year term.

361 (ii) The governor shall ensure that member terms are staggered so that approximately
362 one-half of the members' terms expire in any odd-numbered year.

363 (b) A member may not hold office for more than two consecutive full terms.

364 (c) (i) The governor may remove a member of the board of trustees for cause.

365 (ii) The governor shall consult with the president of the Senate before removing a
366 member of the board of trustees.

367 (6) When a vacancy occurs on the board of trustees for any reason, the governor shall
368 appoint a replacement for the unexpired term.

369 (7) (a) Each member shall take the official oath of office prior to assuming the office.

370 (b) The oath shall be filed with the Division of Archives and Records Services.

371 (8) (a) The board of trustees shall elect a chair and vice chair, who serve for two years
372 and until their successors are elected and qualified.

373 (b) A member may not serve more than two consecutive terms as the chair or vice
374 chair.

375 (9) (a) The board of trustees shall enact bylaws for the board of trustees' own
376 government, including provisions for regular meetings.

377 (b) (i) The board of trustees shall provide for an executive committee in the board of
378 trustees' bylaws.

379 (ii) The executive committee shall have full authority of the board of trustees to act
380 upon routine matters during the interim between board of trustees meetings.

381 (iii) The executive committee may act on nonroutine matters only under extraordinary
382 and emergency circumstances.

383 (iv) The executive committee shall report the executive committee's activities to the
384 board of trustees at the board of trustees' next regular meeting following the executive
385 committee's activities.

386 (10) A quorum shall be required to conduct business which shall consist of a majority
387 of board of trustee members.

388 (11) The board of trustees may establish advisory committees.

389 (12) A member may not receive compensation or benefits for the member's service, but
390 may receive per diem and travel expenses in accordance with:

391 (a) Section 63A-3-106;

392 (b) Section 63A-3-107; and

393 (c) rules made by the Division of Finance pursuant to Sections 63A-3-106 and
394 63A-3-107.

395 Section 7. Section 53B-2a-104 is amended to read:

396 **53B-2a-104. Board of trustees powers and duties.**

397 (1) The board of trustees is vested with the control, management, and supervision of

398 technical colleges in a manner consistent with the policy and purpose of this title and the
399 specific powers and responsibilities granted to the board of trustees.

400 (2) The board of trustees shall:

401 (a) ensure that a technical college complies with the requirements in Section
402 [53B-2a-106](#);

403 (b) appoint the commissioner of technical education in accordance with Section
404 [53B-2a-102](#);

405 (c) advise the commissioner of technical education and the State Board of Regents on
406 issues related to career and technical education, including articulation with institutions of
407 higher education and public education;

408 (d) ensure that a secondary student in the public education system has access to career
409 and technical education through a technical college in the secondary student's service region;

410 (e) in consultation with the State Board of Education, the State Board of Regents, and
411 technical college presidents, develop strategies for providing career and technical education in
412 rural areas, considering distances between rural career and technical education providers;

413 (f) receive budget requests from each technical college, compile and prioritize the
414 requests, and submit the request to:

415 (i) the Legislature; and

416 (ii) the Governor's Office of Management and Budget;

417 (g) receive funding requests pertaining to capital facilities and land purchases from
418 each technical college, ensure that the requests comply with Section [53B-2a-112](#), prioritize the
419 requests, and submit the prioritized requests to the State Building Board;

420 (h) comply with Chapter 7, Part 7, Performance Funding;

421 (i) in conjunction with the commissioner of technical education, establish benchmarks,
422 provide oversight, evaluate program performance, and obtain independent audits to ensure that
423 a technical college follows the noncredit career and technical education mission described in
424 this part;

425 (j) approve programs for [~~the Utah System of Technical Colleges~~] UTech;

426 (k) approve the tuition rates for technical colleges;

427 (l) prepare and submit an annual report detailing the board of trustees' progress and
428 recommendations on career and technical education issues to the governor and to the

429 Legislature's Education Interim Committee by October 31 of each year, which shall include
430 information detailing:

431 (i) how the career and technical education needs of secondary students are being met,
432 including what access secondary students have to programs offered at technical colleges;

433 (ii) how the emphasis on high demand, high wage, and high skill jobs in business and
434 industry described in Section 53B-2a-106 is being provided;

435 (iii) performance outcomes, including:

436 (A) performance on the metrics described in Section 53B-7-707; and

437 (B) earnings; and

438 (iv) student tuition and fees; and

439 (m) collaborate with the State Board of Regents, the State Board of Education, the
440 Department of Workforce Services, and the Governor's Office of Economic Development on
441 the delivery of career and technical education.

442 (3) The board of trustees, the commissioner of technical education, or a technical
443 college president or board of directors may not conduct a feasibility study or perform another
444 act relating to offering a degree or awarding credit.

445 Section 8. Section 53B-2a-105 is amended to read:

446 **53B-2a-105. UTech Composition.**

447 [~~The Utah System of Technical Colleges~~] UTech is composed of the following
448 technical colleges:

449 (1) Bridgerland Technical College, which serves the geographic area encompassing:

450 (a) the Box Elder School District;

451 (b) the Cache School District;

452 (c) the Logan School District; and

453 (d) the Rich School District;

454 (2) Ogden-Weber Technical College, which serves the geographic area encompassing:

455 (a) the Ogden City School District; and

456 (b) the Weber School District;

457 (3) Davis Technical College, which serves the geographic area encompassing:

458 (a) the Davis School District; and

459 (b) the Morgan School District;

- 460 (4) Tooele Technical College, which serves the geographic area encompassing the
461 Tooele County School District;
- 462 (5) Mountainland Technical College, which serves the geographic area encompassing:
463 (a) the Alpine School District;
464 (b) the Nebo School District;
465 (c) the Provo School District;
466 (d) the South Summit School District;
467 (e) the North Summit School District;
468 (f) the Wasatch School District; and
469 (g) the Park City School District;
- 470 (6) Uintah Basin Technical College, which serves the geographic area encompassing:
471 (a) the Daggett School District;
472 (b) the Duchesne School District; and
473 (c) the Uintah School District;
- 474 (7) Southwest Technical College, which serves the geographic area encompassing:
475 (a) the Beaver School District;
476 (b) the Garfield School District;
477 (c) the Iron School District; and
478 (d) the Kane School District; and
479 (8) Dixie Technical College, which serves the geographic area encompassing the
480 Washington School District.

481 Section 9. Section **53B-2a-106** is amended to read:

482 **53B-2a-106. Technical colleges -- Duties.**

- 483 (1) Each technical college shall, within the geographic area served by the technical
484 college:
- 485 (a) offer a noncredit postsecondary and secondary career and technical education
486 curriculum;
- 487 (b) offer that curriculum at:
- 488 (i) low cost to adult students, as approved by the board of trustees; and
489 (ii) no tuition to secondary students;
- 490 (c) provide career and technical education that will result in:

- 491 (i) appropriate licensing, certification, or other evidence of completion of training; and
492 (ii) qualification for specific employment, with an emphasis on high demand, high
493 wage, and high skill jobs in business and industry;
- 494 (d) develop cooperative agreements with school districts, charter schools, other higher
495 education institutions, businesses, industries, and community and private agencies to maximize
496 the availability of instructional facilities within the geographic area served by the technical
497 college; and
- 498 (e) after consulting with school districts and charter schools within the geographic area
499 served by the technical college:
- 500 (i) ensure that secondary students in the public education system have access to career
501 and technical education at the technical college; and
- 502 (ii) prepare and submit an annual report to the board of trustees detailing:
- 503 (A) how the career and technical education needs of secondary students within the
504 region are being met;
- 505 (B) what access secondary students within the region have to programs offered at the
506 technical college;
- 507 (C) how the emphasis on high demand, high wage, high skill jobs in business and
508 industry described in Subsection (1)(c)(ii) is being provided; and
- 509 (D) student tuition and fees.
- 510 (2) A technical college may offer:
- 511 (a) a competency-based high school diploma approved by the State Board of Education
512 in accordance with Section 53A-1-402;
- 513 (b) noncredit, basic instruction in areas such as reading, language arts, and
514 mathematics that are necessary for student success in a chosen career and technical education
515 or job-related program;
- 516 (c) noncredit courses of interest when similar offerings to the community are limited
517 and courses are financially self-supporting; and
- 518 (d) secondary school level courses through the Statewide Online Education Program in
519 accordance with Section 53A-15-1205.
- 520 (3) Except as provided in Subsection (2)(d), a technical college may not:
- 521 (a) offer courses other than noncredit career and technical education or the noncredit,

522 basic instruction described in Subsections (2)(b) and (c);

523 (b) offer a degree;

524 (c) offer career and technical education or basic instruction outside the geographic area
525 served by the technical college without a cooperative agreement between an affected
526 institution, except as provided in Subsection (6);

527 (d) provide tenure or academic rank for its instructors; or

528 (e) participate in intercollegiate athletics.

529 (4) The mission of a technical college is limited to noncredit career and technical
530 education and may not expand to include credit-based academic programs typically offered by
531 community colleges or other institutions of higher education.

532 (5) A technical college shall be recognized as a member of [~~the Utah System of~~
533 ~~Technical Colleges~~] UTech, and regional affiliation shall be retained and recognized through
534 local designations such as "Bridgerland Technical College: A member technical college of the
535 Utah System of Technical Colleges."

536 (6) (a) A technical college may offer career and technical education or basic instruction
537 outside the geographic area served by the technical college without a cooperative agreement, as
538 required in Subsection (3)(c), if:

539 (i) the career and technical education or basic instruction is specifically requested by:

540 (A) an employer; or

541 (B) a craft, trade, or apprenticeship program;

542 (ii) the technical college notifies the affected institution about the request; and

543 (iii) the affected institution is given an opportunity to make a proposal, prior to any
544 contract being finalized or training being initiated by the technical college, to the employer,
545 craft, trade, or apprenticeship program about offering the requested career and technical
546 education or basic instruction, provided that the proposal shall be presented no later than one
547 business week from the delivery of the notice described under Subsection (6)(a)(ii).

548 (b) The requirements under Subsection (6)(a)(iii) do not apply if there is a prior
549 training relationship.

550 Section 10. Section **53B-2a-107** is amended to read:

551 **53B-2a-107. Technical college presidents -- Appointments -- Duties.**

552 (1) (a) The board of trustees shall [~~after consultation with a technical college board of~~

553 ~~directors,]~~ appoint a president for ~~[the]~~ each technical college.

554 (b) The board of trustees shall establish a policy for appointing a technical college
555 president that:

556 (i) requires the board of trustees to create a search committee that:

557 (A) includes an equal number of board of trustees members and members from the
558 technical college board of directors; and

559 (B) may include technical college faculty, students, or other individuals;

560 (ii) requires the search committee to seek nominations, interview candidates, and
561 forward qualified candidates to the board of trustees for consideration;

562 (iii) provides for at least two members of the technical college board of directors to
563 participate in board of trustees' interviews of finalists; and

564 (iv) provides for the board of trustees to vote to appoint a technical college president in
565 a meeting that complies with Title 52, Chapter 4, Open and Public Meetings Act.

566 (2) (a) A technical college president shall serve as the chief executive officer of the
567 technical college.

568 (b) A technical college president does not need to have a doctorate degree, but shall
569 have extensive experience in career and technical education.

570 (c) A technical college president is subject to regular review and evaluation
571 administered by the board of trustees, in ~~[cooperation]~~ consultation with the technical college
572 board of directors, through a process approved by the board of trustees.

573 (d) A technical college president serves at the ~~[discretion]~~ pleasure of the board of
574 trustees~~[, in cooperation with the technical college board of directors]~~.

575 (e) The board of trustees, in ~~[cooperation]~~ consultation with a technical college board
576 of directors, shall set the compensation for the technical college president using market survey
577 information.

578 (3) A technical college president shall:

579 (a) serve as the executive officer of the technical college board of directors;

580 (b) administer the day-to-day operations of the technical college;

581 (c) consult with the technical college board of directors; and

582 (d) administer human resource policies and employee compensation plans in
583 accordance with the requirements of the board of trustees.

584 Section 11. Section **53B-2a-108** is repealed and reenacted to read:

585 **53B-2a-108. Technical college boards of directors -- Membership --**

586 **Appointments.**

587 (1) As used in this section:

588 (a) "Higher education institution" means the same as that term is defined in Section
589 53B-2a-112.

590 (b) "Technical college service area" means the geographic area served by each
591 technical college as described in Section 53B-2a-105.

592 (2) A technical college board of directors consists of:

593 (a) one member of the local school board for each school district in the technical
594 college service area, appointed by the local school board to which the member belongs;

595 (b) except as provided in Subsection (3)(b), one individual who is a member of the
596 higher education institution board of trustees, appointed by the higher education institution
597 board of trustees; and

598 (c) a number of individuals, appointed by the governor with the consent of the Senate,
599 that is:

600 (i) seven for:

601 (A) Tooele Technical College;

602 (B) Uintah Basin Technical College; and

603 (C) Dixie Technical College;

604 (ii) eight for:

605 (A) Bridgerland Technical College;

606 (B) Ogden-Weber Technical College;

607 (C) Davis Technical College; and

608 (D) Southwest Technical College; or

609 (iii) nine for Mountainland Technical College.

610 (3) (a) In appointing the members described in Subsection (2)(c), the governor shall
611 appoint individuals who represent the interests of business, industry, or labor in the technical
612 college service area.

613 (b) If no member of the institution of higher education board of trustees lives within
614 the technical college service area, the institution of higher education board of trustees may

615 nominate an individual to be appointed by the governor with the consent of the Senate instead
 616 of appointing a member described in Subsection (2)(b).

617 (4) (a) The governor may remove a member appointed under Subsection (2)(c) or
 618 (3)(b) for cause.

619 (b) The governor shall consult with the president of the Senate before removing a
 620 member appointed under Subsection (2)(c) or (3)(b).

621 (5) (a) Notwithstanding Subsection (2) or 53B-2a-109(2), an individual appointed to a
 622 technical college board of directors on or before May 7, 2018, may continue to serve on the
 623 technical college board of directors until the end of the individual's current term, even if the
 624 total number of members on the technical college board of directors exceeds the number of
 625 members for the technical college board of directors described in Subsection (2).

626 (b) Notwithstanding Subsection (2), the governor may only make an appointment
 627 described in Subsection (2)(c) if the number of members on the technical college board of
 628 directors following the appointment will be less than or equal to the number of members for the
 629 technical college board of directors described in Subsection (2).

630 Section 12. Section 53B-2a-109 is amended to read:

631 **53B-2a-109. Technical college boards of directors -- Terms -- Quorum -- Chair --**
 632 **Compensation.**

633 ~~[(1) (a) At the first meeting of a technical college board of directors after July 1, 2009:]~~

634 ~~[(i) the representatives from the local school boards shall divide up their positions so~~
 635 ~~that approximately half of them serve for two-year terms and half serve for four-year terms;~~
 636 ~~and]~~

637 ~~[(ii) the representatives from business and industry employers shall divide up their~~
 638 ~~positions so that approximately half of them serve for two-year terms and half serve for~~
 639 ~~four-year terms.]~~

640 ~~[(b) Except as provided in Subsection (1)(a), individuals appointed to]~~

641 (1) (a) Except as provided in this Subsection (1), a member of a technical college board
 642 of directors [shall serve] is appointed to a four-year [terms] term.

643 (b) The governor may appoint a member described in Subsection 53B-2a-108(2)(c) to a
 644 two-year term to ensure that the terms of approximately half of the members described in
 645 Subsection 53B-2a-108(2)(c) expire every other year.

646 (c) When a vacancy occurs in the membership of a technical college board of directors,
647 the appointing authority for the vacant position described in Section 53B-2a-108 shall appoint a
648 replacement for the remainder of the term.

649 (d) An appointed member holds office until a successor is appointed in accordance
650 with Section 53B-2a-108.

651 (2) A member of a technical college board of directors may not hold office for more
652 than two consecutive full terms.

653 ~~[(2) The original appointing authority shall fill any vacancies that occur on a technical~~
654 ~~college board of directors.]~~

655 (3) A majority of a technical college board of directors is a quorum.

656 (4) A technical college board of directors shall elect a chair from the technical college
657 board of directors' membership.

658 (5) A member of a technical college board of directors may not receive compensation
659 or benefits for the member of the technical college board of director's service, but may receive
660 per diem and travel expenses in accordance with:

661 (a) Section 63A-3-106;

662 (b) Section 63A-3-107; and

663 (c) rules made by the Division of Finance pursuant to Sections 63A-3-106 and
664 63A-3-107.

665 (6) (a) A technical college board of directors may enact bylaws for the technical college
666 board of directors' own government, including provisions for regular meetings, that are in
667 accordance with the policies of the board of trustees.

668 (b) (i) A technical college board of directors may provide for an executive committee in
669 the technical college board of directors' bylaws.

670 (ii) If established, an executive committee shall have the full authority of the technical
671 college board of directors to act upon routine matters during the interim between board of
672 directors' meetings.

673 (iii) An executive committee may act on nonroutine matters only under extraordinary
674 and emergency circumstances.

675 (iv) An executive committee shall report the executive committee's activities to the
676 technical college board of directors at the technical college board of directors' next regular

677 meeting following the activities.

678 (7) A technical college board of directors may establish advisory committees.

679 Section 13. Section **53B-2a-112** is amended to read:

680 **53B-2a-112. Technical colleges -- Relationships with other public and higher**
681 **education institutions -- Agreements -- Priorities -- New capital facilities.**

682 (1) As used in this section, "higher education institution" means~~[- for each technical~~
683 ~~college, the higher education institution designated in Section 53B-2a-108 that has a~~
684 ~~representative on the technical college's board of directors.];~~

685 (a) Utah State University for:

686 (i) Bridgerland Technical College;

687 (ii) Tooele Technical College; and

688 (iii) Uintah Basin Technical College;

689 (b) Weber State University for:

690 (i) Ogden-Weber Technical College; and

691 (ii) Davis Technical College;

692 (c) Utah Valley University for Mountainland Technical College;

693 (d) Southern Utah University for Southwest Technical College; and

694 (e) Dixie State University for Dixie Technical College.

695 (2) A technical college shall avoid any unnecessary duplication of career and technical
696 education instructional facilities, programs, administration, and staff between the technical
697 college and other public and higher education institutions.

698 (3) A technical college may enter into agreements:

699 (a) with other higher education institutions to cultivate cooperative relationships;

700 (b) with other public and higher education institutions to enhance career and technical
701 education within ~~[its]~~ the technical college's region; or

702 (c) to comply with Subsection (2).

703 (4) Before a technical college develops new instructional facilities, the technical
704 college shall give priority to:

705 (a) maintaining the technical college's existing instructional facilities for both
706 secondary and adult students;

707 (b) coordinating with the president of [a] the technical college's higher education

708 institution and entering into any necessary agreements to provide career and technical
709 education to [~~both~~] secondary and adult students that:

710 (i) maintain and support existing higher education career and technical education
711 programs; and

712 (ii) maximize the use of existing higher education facilities; and

713 (c) developing cooperative agreements with school districts, charter schools, other
714 higher education institutions, businesses, industries, and community and private agencies to
715 maximize the availability of career and technical education instructional facilities for both
716 secondary and adult students.

717 (5) (a) Before submitting a funding request pertaining to new capital facilities and land
718 purchases to the board of trustees, a technical college shall:

719 (i) ensure that all available instructional facilities are maximized in accordance with
720 Subsections (4)(a) through (c); and

721 (ii) coordinate the request with the president of [a] the technical college's higher
722 education institution, if applicable.

723 (b) The State Building Board shall make a finding that the requirements of this section
724 are met before the State Building Board may consider a funding request from the board of
725 trustees pertaining to new capital facilities and land purchases.

726 (c) A technical college may not construct, approve the construction of, plan for the
727 design or construction of, or consent to the construction of a career and technical education
728 facility without approval of the Legislature.

729 (6) Before acquiring new fiscal and administrative support structures, a technical
730 college shall:

731 (a) review the use of existing public or higher education administrative and accounting
732 systems, financial record systems, and student and financial aid systems for the delivery of
733 career and technical education in the region;

734 (b) determine [~~whether it is feasible to use those~~] the feasibility of using existing
735 systems; and

736 (c) with the approval of the technical college board of directors and the board of
737 trustees, use [~~those~~] the existing systems.

738 Section 14. Section **53B-2a-113** is amended to read:

739 **53B-2a-113. Technical colleges -- Leasing authority -- Lease-purchase agreements**
740 **-- Report.**

741 (1) In accordance with Subsection 53B-2a-112(2), a technical college may enter into a
742 lease with other higher education institutions, school districts, charter schools, state agencies,
743 or business and industry for a term of:

744 (a) one year or less with the approval of the technical college board of directors; or

745 (b) more than one year with the approval of the board of trustees and:

746 (i) the approval of funding for the lease by the Legislature prior to a technical college
747 entering into the lease; or

748 (ii) the lease agreement includes language that allows termination of the lease without
749 penalty.

750 (2) (a) In accordance with Subsection 53B-2a-112(2), a technical college may enter
751 into a lease-purchase agreement if:

752 (i) there is a long-term benefit to the state;

753 (ii) the project is included in both the technical college and [~~Utah System of Technical~~
754 ~~Colleges~~] UTech master plans;

755 (iii) the lease-purchase agreement includes language that allows termination of the
756 lease;

757 (iv) the lease-purchase agreement is approved by the technical college board of
758 directors and the board of trustees; and

759 (v) the lease-purchase agreement is:

760 (A) reviewed by the Division of Facilities Construction and Management;

761 (B) reviewed by the State Building Board; and

762 (C) approved by the Legislature.

763 (b) An approval under Subsection (2)(a) shall include a recognition of:

764 (i) all parties, dates, and elements of the agreement;

765 (ii) the equity or collateral component that creates the benefit; and

766 (iii) the options dealing with the sale and division of equity.

767 (3) (a) Each technical college shall provide an annual lease report to the board of
768 trustees that details each of the technical college's leases, annual costs, location, square footage,
769 and recommendations for lease continuation.

770 (b) The board of trustees shall compile and distribute an annual combined lease report
771 for all technical colleges to the Division of Facilities Construction and Management and to
772 others upon request.

773 (4) The board of trustees shall use the annual combined lease report in determining
774 planning, utilization, and budget requests.

775 Section 15. Section **53B-2a-114** is amended to read:

776 **53B-2a-114. Educational program on the use of information technology.**

777 (1) [~~The Utah System of Technical Colleges~~] UTech shall offer an educational program
778 on the use of information technology as provided in this section.

779 (2) An educational program on the use of information technology shall:

780 (a) provide instruction on skills and competencies essential for the workplace and
781 requested by employers;

782 (b) include the following components:

783 (i) a curriculum;

784 (ii) online access to the curriculum;

785 (iii) instructional software for classroom and student use;

786 (iv) certification of skills and competencies most frequently requested by employers;

787 (v) professional development for faculty; and

788 (vi) deployment and program support, including integration with existing curriculum
789 standards; and

790 (c) be made available to students, faculty, and staff of technical colleges.

791 Section 16. Section **53B-8-101** is amended to read:

792 **53B-8-101. Waiver of tuition.**

793 (1) (a) The president of an institution of higher education described in Section
794 **53B-2-101** may waive all or part of the tuition [~~in~~] on behalf of meritorious or impecunious
795 resident students to an amount not exceeding 10% of the total amount of tuition which, in the
796 absence of the waivers, would have been collected from all Utah resident students at the
797 institution of higher education.

798 (b) (i) Two and a half percent of the waivers designated in Subsection (1)(a) shall be
799 set aside for members of the Utah National Guard. [~~Waivers~~]

800 (ii) A waiver described in Subsection (1)(b)(i) shall be preserved by the student at least

801 60 days before the beginning of an academic term.

802 (2) (a) A president of an institution of higher education listed in Subsections
803 53B-2-101(1)(a) through (h) may waive all or part of the nonresident portion of tuition for a
804 meritorious nonresident undergraduate student.

805 (b) In determining which students are meritorious for purposes of granting a tuition
806 waiver under Subsection (2)(a), a president shall consider students who are performing above
807 the average at the institution of higher education, including having an admissions index higher
808 than the average for the institution, if an admissions index is used.

809 (c) A president of an institution of higher education may continue to waive the
810 nonresident portion of tuition for a student described in Subsection (2)(a) for as long as the
811 student is enrolled at the institution of higher education.

812 (d) In addition to waiving the nonresident portion of tuition for a meritorious
813 nonresident student under Subsection (2)(a), a president of an institution of higher education
814 may waive the resident portion of tuition after the meritorious nonresident student completes a
815 year of full-time study at the institution of higher education.

816 (3) To encourage students to enroll for instruction in occupations critical to the state for
817 which trained personnel are in short supply, a president of an institution of higher education
818 shall grant additional full or partial tuition waivers upon recommendation of:

819 (a) the board, for an institution of higher education described in [~~Subsection (1)(a)]
820 Subsections 53B-2-101(1)(a) through (h)]; or~~

821 (b) the Utah System of Technical Colleges Board of Trustees, for a technical college.

822 (4) A president of an institution of higher education may waive all or part of the
823 difference between resident and nonresident tuition [~~in the case of~~] for:

824 (a) meritorious graduate students; or

825 (b) nonresident summer school students.

826 (5) The board may establish policies that:

827 (a) require an institution of higher education described in Subsections 53B-2-101(1)(a)
828 through (h) to regularly assess and report whether the institution of higher education's use of
829 tuition waivers supports the goals established by the board in accordance with Section
830 53B-1-103 for the institution of higher education;

831 (b) subject to the provisions of this section, establish the amount or percentage of

832 tuition that an institution of higher education may waive;

833 (c) define the terms "meritorious" and "impecunious," as the terms apply to tuition
834 waivers for resident students described in Subsection (1)(a); and

835 (d) establish limitations on an institution of higher education's allocation of waivers
836 described in Subsection (1)(a) for resident students who are meritorious or resident students
837 who are impecunious.

838 ~~[(5)]~~ (6) (a) The board shall submit an annual budget appropriation request for each
839 institution of higher education described in Subsections 53B-2-101(1)(a) through (h).

840 (b) The Utah System of Technical Colleges Board of Trustees shall submit an annual
841 budget appropriation request for each technical college.

842 (c) A request described in Subsection ~~[(5)]~~ (6)(a) or (b) shall include requests for funds
843 sufficient in amount to equal the estimated loss of dedicated credits that would be realized if all
844 of the tuition waivers authorized by Subsection (2) were granted.

845 Section 17. Section 63C-19-101 is enacted to read:

846 **CHAPTER 19. HIGHER EDUCATION STRATEGIC PLANNING COMMISSION**

847 **Part 1. General Provisions**

848 **63C-19-101. Title.**

849 This chapter is known as "Higher Education Strategic Planning Commission."

850 Section 18. Section 63C-19-102 is enacted to read:

851 **63C-19-102. Definitions.**

852 As used in this chapter:

853 (1) "Commission" means the Higher Education Strategic Planning Commission created
854 in Section 63C-19-201.

855 (2) "Institution of higher education" means an institution described in Subsections
856 53B-1-102(1)(a)(ii) through (ix).

857 (3) "Institutional role" means an institution of higher education's role described in
858 Section 53B-16-101.

859 (4) "State system of higher education" means the state system of higher education
860 described in Section 53B-1-102.

861 (5) "Strategic plan" means the strategic plan described in Section 63C-19-202.

862 (6) "Technical college" means the same as that term is defined in Section 53B-1-101.5.

863 Section 19. Section **63C-19-201** is enacted to read:

864 **Part 2. Higher Education Strategic Planning Commission**

865 **63C-19-201. Commission -- Membership -- Quorum and voting requirements --**

866 **Compensation -- Staff support.**

867 (1) There is created the Higher Education Strategic Planning Commission consisting of
868 the following 22 members:

869 (a) two members of the Senate, appointed by the president of the Senate;

870 (b) two members of the House of Representatives, appointed by the speaker of the
871 House of Representatives;

872 (c) two members of the State Board of Regents, appointed by the chair of the State
873 Board of Regents;

874 (d) two members of the Utah System of Technical Colleges Board of Trustees,
875 appointed by the chair of the Utah System of Technical Colleges Board of Trustees;

876 (e) four individuals, appointed by the chair of the State Board of Regents, who
877 represent institutions of higher education from a range of geographic areas and with varied
878 institutional roles;

879 (f) two individuals, appointed by the chair of the Utah System of Technical Colleges
880 Board of Trustees, who represent technical colleges from a range of geographic areas;

881 (g) the commissioner of higher education or the commissioner's designee;

882 (h) the commissioner of technical education or the commissioner's designee;

883 (i) a member of the governor's staff who is responsible for advising the governor on
884 education issues, appointed by the governor;

885 (j) the executive director of the Governor's Office of Economic Development or the
886 executive director's designee;

887 (k) the executive director of the Department of Workforce Services or the executive
888 director's designee;

889 (l) the state superintendent of public instruction or the superintendent's designee; and

890 (m) two Utah business leaders, one appointed by the president of the Senate and one
891 appointed by the speaker of the House of Representatives.

892 (2) (a) The president of the Senate shall appoint one of the members described in
893 Subsection (1)(a) as a cochair of the commission.

894 (b) The speaker of the House of Representatives shall appoint one of the members
895 described in Subsection (1)(b) as a cochair of the commission.

896 (c) The chair of the State Board of Regents shall appoint one of the members described
897 in Subsection (1)(c) as a vice chair of the commission.

898 (d) The chair of the Utah System of Technical Colleges Board of Trustees shall appoint
899 one of the members described in Subsection (1)(d) as a vice chair of the commission.

900 (3) (a) The salary and expenses of a commission member who is a legislator shall be
901 paid in accordance with Section 36-2-2 and Legislative Joint Rules, Title 5, Chapter 3,
902 Legislator Compensation.

903 (b) A commission member who is not a legislator may not receive compensation or
904 benefits for the member's service on the commission, but may receive per diem and
905 reimbursement for travel expenses incurred as a commission member at the rates established by
906 the Division of Finance under:

907 (i) Sections 63A-3-106 and 63A-3-107; and

908 (ii) rules made by the Division of Finance pursuant to Sections 63A-3-106 and
909 63A-3-107.

910 (4) (a) A majority of the commission members constitutes a quorum.

911 (b) The action of a majority of a quorum constitutes an action of the commission.

912 (5) The Office of Legislative Research and General Counsel and the Office of the
913 Legislative Fiscal Analyst shall provide staff support to the commission.

914 Section 20. Section 63C-19-202 is enacted to read:

915 **63C-19-202. Commission powers and duties -- Strategic plan -- Consultant --**
916 **Reports.**

917 (1) (a) The commission shall develop a strategic plan aimed at meeting the future
918 challenges of the state system of higher education.

919 (b) The strategic plan shall address:

920 (i) providing quality, accessible, and innovative postsecondary education that prepares
921 Utahns for the twenty-first century;

922 (ii) cost-effective and affordable modes of higher education delivery;

923 (iii) the integration of prior learning and competency-based experiences to meet degree
924 or certificate requirements;

- 925 (iv) maximizing the role of the state system of higher education in workforce and
926 economic development;
- 927 (v) a statewide campus and technology master plan that reflects regional differences in
928 projected student enrollment growth in the state system of higher education;
- 929 (vi) governance of the state system of higher education, including studying best
930 practices and recommending modifications; and
- 931 (vii) other issues related to the state system of higher education as determined by the
932 commission.
- 933 (2) (a) The commission shall:
- 934 (i) select a consultant to manage the strategic planning process in accordance with
935 Subsection (3);
- 936 (ii) guide the analytical work of a consultant described in Subsection (2)(a)(i) and
937 review the results of the work;
- 938 (iii) coordinate with a consultant described in Subsection (2)(a)(i) to engage in a
939 strategic planning process and create a strategic plan;
- 940 (iv) conduct regional meetings to gather stakeholder input during the strategic planning
941 process; and
- 942 (v) report to the Legislature and the governor in accordance with Subsection (5).
- 943 (b) The commission may designate and assign working groups within the commission
944 to address, study, evaluate, or discuss issues related to the commission's work.
- 945 (3) Subject to direction from the commission, a consultant selected under Subsection
946 (2)(a) shall:
- 947 (a) collect and analyze data related to the current and future projected conditions of the
948 state system of higher education, including:
- 949 (i) relevant demographics and educational attainment;
- 950 (ii) the state's economy, including workforce supply and demand;
- 951 (iii) affordability and financing of higher education through tuition, state funding, and
952 other sources;
- 953 (iv) innovation by institutions of higher education, including research and research
954 commercialization;
- 955 (v) operational and capital facility efficiencies;

956 (vi) accountability measures to assess the performance of the state system of higher
957 education; and
958 (vii) any other data collection or analysis requested by the commission;
959 (b) based on the data described in Subsection (3)(a), make comparisons between higher
960 education in Utah and higher education in other states or countries;
961 (c) project the condition of the state system of higher education in the future under the
962 state's current system based on the projected:
963 (i) population;
964 (ii) workforce needs; and
965 (iii) funding requirements through tuition and state funding;
966 (d) develop alternatives to the projection described in Subsection (3)(c) by modeling
967 potential changes to:
968 (i) industry and economic growth;
969 (ii) student enrollment patterns;
970 (iii) the portion of funding for the state system of higher education that comes from
971 tuition and the portion of funding that comes from state funding; and
972 (iv) investments in capital facilities or technology infrastructure;
973 (e) recommend accountability or performance measures to assess the effectiveness of
974 the state system of higher education;
975 (f) in coordination with the commission, conduct the regional meetings described in
976 Subsection (2)(a)(iv) to share information and seek input from a range of stakeholders;
977 (g) recommend changes to the governance system for the state system of higher
978 education that would facilitate implementation of the strategic plan; and
979 (h) produce for the commission:
980 (i) a draft report, including findings, observations, and strategic priorities; and
981 (ii) a final report, incorporating feedback from the commission on the draft report
982 described in Subsection (3)(h)(i), regarding the future of the state system of higher education.
983 (4) The State Board of Regents and the Utah System of Technical Colleges Board of
984 Trustees shall provide the commission and a consultant selected under Subsection (2)(a) with
985 data and data analysis as requested by the commission.
986 (5) (a) On or before November 30, 2018, the commission shall report on the

987 commission's progress to:

988 (i) the Education Interim Committee;

989 (ii) the Higher Education Appropriations Subcommittee;

990 (iii) the Legislative Management Committee; and

991 (iv) the governor.

992 (b) On or before November 30, 2019, the commission shall provide a final report,

993 including a strategic plan and any recommendations, to:

994 (i) the Education Interim Committee;

995 (ii) the Higher Education Appropriations Subcommittee;

996 (iii) the Legislative Management Committee; and

997 (iv) the governor.

998 Section 21. Section **63I-2-253** is amended to read:

999 **63I-2-253. Repeal dates -- Titles 53 through 53G.**

1000 [~~(1) Section 53A-1-403.5 is repealed July 1, 2017.~~]

1001 [~~(2) Section 53A-1-411 is repealed July 1, 2017.~~]

1002 [~~(3) Section 53A-1-415 is repealed July 1, 2019.~~]

1003 [~~(4) Section 53A-1-709 is repealed July 1, 2020.~~]

1004 [~~(5) Subsection 53A-1-1207(3)(b)(ii)(B) is repealed July 1, 2020.~~]

1005 [~~(6) Section 53A-1-1208 is repealed July 1, 2020.~~]

1006 [~~(7) Subsection 53A-1a-513(4) is repealed July 1, 2017.~~]

1007 [~~(8) Title 53A, Chapter 8a, Part 8, Peer Assistance and Review Pilot Program, is~~
1008 ~~repealed July 1, 2017.~~]

1009 [~~(9) Section 53A-24-601 is repealed January 1, 2018.~~]

1010 [~~(10)~~] (1) Section 53A-24-602 is repealed July 1, 2018.

1011 [~~(11)~~] (2) (a) Subsections 53B-2a-103(2) and (4) are repealed July 1, 2019.

1012 (b) When repealing Subsections 53B-2a-103(2) and (4), the Office of Legislative
1013 Research and General Counsel shall, in addition to its authority under Subsection 36-12-12(3),
1014 make necessary changes to subsection numbering and cross references.

1015 (3) (a) Subsection 53B-2a-108(5) is repealed July 1, 2022.

1016 (b) When repealing Subsection 53B-2a-108(5), the Office of Legislative Research and
1017 General Counsel shall, in addition to its authority under Subsection 36-12-12(3), make

- 1018 necessary changes to subsection numbering and cross references.
- 1019 [~~(12)~~] Subsections ~~53B-7-101(2)(b)(iii)(A)~~ and ~~(3)~~ are repealed January 1, 2018.]
- 1020 [~~(13)~~] (4) Subsection ~~53B-7-705(6)(b)(ii)(B)~~ is repealed July 1, 2021.
- 1021 [~~(14)~~] (5) Subsection ~~53B-7-707(4)(b)~~ is repealed July 1, 2021.
- 1022 [~~(15)~~] (6) (a) The following sections are repealed on July 1, 2023:
- 1023 (i) Section ~~53B-8-202~~;
- 1024 (ii) Section ~~53B-8-203~~;
- 1025 (iii) Section ~~53B-8-204~~; and
- 1026 (iv) Section ~~53B-8-205~~.
- 1027 (b) (i) Subsection ~~53B-8-201(2)~~ is repealed on July 1, 2023.
- 1028 (ii) When repealing Subsection ~~53B-8-201(2)~~, the Office of Legislative Research and
- 1029 General Counsel shall, in addition to its authority under Subsection ~~36-12-12(3)~~, make
- 1030 necessary changes to subsection numbering and cross references.
- 1031 [~~(16)~~] (7) Title 53B, Chapter 18, Part 14, Uintah Basin Air Quality Research Project, is
- 1032 repealed July 1, 2023.
- 1033 (8) Subsection ~~53E-5-306(3)(b)(ii)(B)~~ is repealed July 1, 2020.
- 1034 (9) Section ~~53E-5-307~~ is repealed July 1, 2020.
- 1035 (10) Section ~~53F-4-204~~ is repealed July 1, 2019.
- 1036 (11) Section ~~53F-6-202~~ is repealed July 1, 2020.
- 1037 Section 22. Section ~~63I-2-263~~ is amended to read:
- 1038 **63I-2-263. Repeal dates, Title 63A to Title 63N.**
- 1039 [~~(1)~~] ~~Section ~~63A-5-227~~ is repealed on January 1, 2018.~~]
- 1040 (1) Title 63C, Chapter 19, Higher Education Strategic Planning Commission, is
- 1041 repealed July 1, 2020.
- 1042 (2) Section ~~63H-7a-303~~ is repealed on July 1, 2022.
- 1043 (3) On July 1, 2019:
- 1044 (a) in Subsection ~~63J-1-206(3)(c)(i)~~, the language that states "(i) Except as provided in
- 1045 Subsection (3)(c)(ii)" is repealed; and
- 1046 (b) Subsection ~~63J-1-206(3)(c)(ii)~~ is repealed.
- 1047 (4) Subsection ~~63N-3-109(2)(f)(i)(B)~~ is repealed July 1, 2020.
- 1048 (5) Section ~~63N-3-110~~ is repealed July 1, 2020.

1049 Section 23. **Appropriation.**

1050 The following sums of money are appropriated for the fiscal year beginning July 1,
 1051 2017, and ending June 30, 2018. These are additions to amounts previously appropriated for
 1052 fiscal year 2018. Under the terms and conditions of Title 63J, Chapter 1, Budgetary Procedures
 1053 Act, the Legislature appropriates the following sums of money from the funds or accounts
 1054 indicated for the use and support of the government of the state of Utah.

1055 ITEM 1

1056 To Legislature - Legislative Services

1057 From General Fund, one-time \$337,000

1058 Schedule of Programs:

1059 Administration \$337,000

1060 The Legislature intends that the appropriation under this item be used for the
 1061 requirements described in Title 63C, Chapter 19, Higher Education Strategic Planning
 1062 Commission.

1063 ITEM 2

1064 To Legislature - Senate

1065 From General Fund, one-time \$6,300

1066 Schedule of Programs:

1067 Administration \$6,300

1068 ITEM 3

1069 To Legislature - House of Representatives

1070 From General Fund, one-time \$6,300

1071 Schedule of Programs:

1072 Administration \$6,300

CAREER AND TECHNICAL EDUCATION SCHOLARSHIPS

2018 GENERAL SESSION

STATE OF UTAH

Chief Sponsor: Keith Grover

Senate Sponsor: Evan J. Vickers

LONG TITLE

General Description:

This bill creates a scholarship for individuals who meet certain conditions to attend a technical college.

Highlighted Provisions:

This bill:

- ▶ defines terms;
- ▶ creates a scholarship to fund attendance at a technical college for individuals who meet certain conditions;
- ▶ enacts provisions related to a technical college scholarship, including provisions related to:
 - eligibility for a scholarship;
 - the amount of a scholarship; and
 - the duration of a scholarship, including the circumstances under which a technical college may cancel a scholarship or grant a deferral to a scholarship recipient; and
- ▶ requires the Utah System of Technical Colleges Board of Trustees to make rules.

Money Appropriated in this Bill:

None

Other Special Clauses:

None



28 Utah Code Sections Affected:

29 ENACTS:

30 **53B-2a-116**, Utah Code Annotated 1953

31

32 *Be it enacted by the Legislature of the state of Utah:*

33 Section 1. Section **53B-2a-116** is enacted to read:

34 **53B-2a-116. Technical college scholarships.**

35 (1) As used in this section:

36 (a) "High demand program" means a program that:

37 (i) prepares an individual to work in a targeted job; and

38 (ii) is offered by a technical college.

39 (b) "Institution of higher education" means an institution within the Utah System of
40 Higher Education described in Subsection 53B-1-102(1)(a).

41 (c) "Membership hour" means 60 minutes of scheduled instruction provided by a
42 technical college to a student enrolled in the technical college.

43 (d) "Scholarship" means a technical college scholarship described in this section.

44 (e) "Targeted job" means the same as that term is defined in Section 53B-7-702.

45 (2) (a) Subject to future budget constraints, the Legislature shall annually appropriate
46 money to the board of trustees to be distributed to technical colleges to award scholarships.

47 (b) The board of trustees shall annually distribute:

48 (i) 50% of the appropriation described in Subsection (2)(a) to each technical college in
49 an equal amount; and

50 (ii) 50% of the appropriation described in Subsection (2)(a) to each technical college
51 based on the technical college's prior year share of secondary student membership hours
52 completed at all technical colleges.

53 (3) In accordance with the rules described in Subsection (6), a technical college may
54 award a scholarship to an individual who:

55 (a) graduates or will graduate from high school within the seven months prior to the
56 individual receiving a scholarship;

57 (b) is enrolled in, or intends to enroll in, a high demand program; and

58 (c) while the individual is enrolled in a secondary school, makes satisfactory progress

59 in a career and technical education pathway offered by:

60 (i) a technical college;

61 (ii) an institution of higher education; or

62 (iii) a school district or charter school.

63 (4) Subject to Subsection (5), a technical college may award a scholarship for an
64 amount of money up to the total cost of tuition, program fees, and required textbooks for the
65 high demand program in which the scholarship recipient is enrolled or intends to enroll.

66 (5) (a) Except as provided in Subsection (5)(b), a technical college may only apply a
67 scholarship toward a scholarship recipient's costs described in Subsection (4) from the day on
68 which the technical college awards the scholarship until seven months after the day on which
69 the scholarship recipient graduates from high school.

70 (b) (i) A technical college may defer a scholarship for up to three years after the day on
71 which the scholarship recipient graduates from high school.

72 (ii) A technical college that defers a scholarship may apply the scholarship toward the
73 scholarship recipient's costs described in Subsection (4) for up to a total of seven months.

74 (c) A technical college may cancel a scholarship if the scholarship recipient does not:

75 (i) maintain enrollment in the technical college on at least a half time basis, as
76 determined by the technical college; or

77 (ii) make satisfactory progress toward the completion of a certificate.

78 (6) In accordance with Title 63G, Chapter 3, Utah Administrative Rulemaking Act, the
79 board of trustees shall make rules that establish:

80 (a) requirements related to a technical college's administration of a scholarship
81 described in this section;

82 (b) requirements related to eligibility for a scholarship, including requiring technical
83 colleges to prioritize scholarships for underserved populations;

84 (c) a process for an individual to apply to a technical college to receive a scholarship;
85 and

86 (d) how to determine satisfactory progress for purposes described in Subsections (3)(c)
87 and (5)(c)(ii).

Legislative Review Note
Office of Legislative Research and General Counsel

UTAH SYSTEMS OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018



ITEM G

TOPIC: Revisions to USTC Policy 202, Custom Fit

BACKGROUND

The Custom Fit program is administered by the Board of Trustees and provides state-subsidized training to Utah employers with the goal to promote workforce and economic development. Training opportunities are provided by technical colleges and are instrumental in attracting new businesses to the state and aiding in the retention and expansion of existing companies. The Custom Fit program is governed by USTC Policy 202.

The Commissioner's Office and Presidents' Cabinet have reviewed Policy 202 and have identified several revisions that are necessary to ensure continued accountability for Custom Fit funds and transparent operation of the program. These proposed revisions were examined by administrators at each technical college and received the unanimous endorsement of the technical college presidents.

Proposed revisions to Policy 202:

- Provide greater clarity as to acceptable uses of Custom Fit funds;
- Establish annual reviews of Custom Fit account balances at each technical college by the Commissioner of Technical Education, with potential reallocations to other colleges as necessary;
- Encourage technical colleges to seek new or expanding companies to train each year rather than repeat customers;
- Encourage technical colleges to provide training to as many companies as possible each year rather than to a few companies seeking inordinately large trainings programs;
- Require the review and written approval of the Commissioner of Technical Education before Custom Fit funds are used to pay for an employee's accredited certificate program; and
- Require presentation of Custom Fit financial and performance data to the Board of Trustees at least annually.

RECOMMENDATION

USTC Administration recommends that the Board of Trustees adopt the proposed revisions to USTC Policy 202, Custom Fit, with immediate effect.

Attachments: USTC Policy 202, Custom Fit (proposed revisions are clearly identified)



POLICIES

Subject:	Custom Fit Training
-----------------	---------------------

202.1 Purpose

To implement policies and procedures governing the statewide Custom Fit program administered by the Utah System of Technical Colleges guidelines.

202.2 Approval

USTC Board of Trustees approval: May 7, 2003. Revised: September 1, 2004; June 15, 2005; June 7, 2006; June 6, 2007. Replaced: June 11, 2008. Revised: January 13, 2010; June 15, 2010; September 30, 2010; April 18, 2012; June 5, 2013; June 8, 2016; September 13, 2017; January 18, 2018 (pending).

202.3 Definitions

- 3.1 Custom Fit Funds:** Funds obtained by a regional hosting institution through administration of the Custom Fit program, inclusive of state appropriations and company contributions (202.7.3).
- 3.2 Custom Fit Training:** Training provided to a local company that is subsidized by Custom Fit funds. Company training that is not subsidized by Custom Fit funds is not considered Custom Fit training, shall not be reported to stakeholders as such, and is not governed by the provisions of USTC Policy 202.
- 3.31 Flow-through:** The disbursement of Custom Fit funds to a participating company without the active involvement of a Custom Fit administrator to plan the training and select the training providers.
- 3.42 Internal Training:** The use of a participating company's own employees to provide Custom Fit training.

202.4 Custom Fit Mission

The mission of Custom Fit is to support economic and workforce development through training partnerships between Utah companies and the Utah System of Technical Colleges (USTC). Custom Fit provides state-subsidized training for Utah employers that meets their specific educational needs, and is designed to attract new businesses to the state and aid in the retention and expansion of existing companies.

202.5 Custom Fit Regional Organization

- 5.1 Custom Fit Regions:** The state is divided into eleven Custom Fit regions: Bridgerland, Central, Davis, Dixie, Mountainland, Ogden-Weber, Salt Lake, Tooele, Southeast, Southwest, and Uintah Basin.
- 5.2 Regional Hosting Institutions:** The regional hosting institutions for the ten Custom Fit regions allocated funding by the Utah System of Technical Colleges are as follows:



POLICIES

Subject:	Custom Fit Training
-----------------	----------------------------

Bridgerland Technical College for the Bridgerland Region, Snow College for the Central Region, Davis Technical College for the Davis Region, Dixie Technical College for the Dixie Region, Mountainland Technical College for the Mountainland Region, Ogden-Weber Technical College for the Ogden-Weber Region, Tooele Technical College for the Tooele Region, Utah State University - Eastern for the Southeast Region, Southwest Technical College for the Southwest Region, and Uintah Basin Technical College for the Uintah Basin Region. Salt Lake Community College is the regional hosting institution which serves the Salt Lake region through a legislative appropriation separate from the USTC Custom Fit program and, therefore, is not subject to this policy.

- 5.3 Each regional hosting institution will designate a primary administrator to represent the Custom Fit program and perform the duties established in this document. In addition, all other employees assigned to a Custom Fit program must comply with the provisions of this policy.

202.6 Governance and Administration

The USTC Board of Trustees is the governing authority for Custom Fit funds appropriated to the Utah System of Technical Colleges. The USTC Commissioner will administer the Custom Fit program for the ten regions at the state level.

202.7 Custom Fit Funds

- 7.1 **Purpose Restricted Funds:** Custom Fit appropriated funds are provided by the Legislature and are allocated by the USTC Board of Trustees to each regional hosting institution. Appropriated funds and company contributions (~~see 202.7.2~~) are to be considered restricted funds by the regional hosting institutions, shall be recorded only in restricted Custom Fit account(s), and shall be used only for the Custom Fit program.

- 7.2 **Acceptable Use:** Custom Fit funds (~~including appropriated funds and company contributions~~) may be used for any legal and lawful purpose related to the mission and administration of Custom Fit (202.4), (subject to the provisions of this policy). Regional hosting institutions are encouraged to spend as much of their Custom Fit funds as possible on direct training costs in support of the Custom Fit mission. Additionally, regional hosting institutions may use Custom Fit funds to cover the costs of administering the Custom Fit program, including the compensation of the primary Custom Fit administrator (202.5.3) and other staff directly involved in the administration of the program, and other costs directly related to the operation of the program. A regional hosting institution may not charge ~~indirect or overhead costs to the Custom Fit program that are not directly related to the administration or mission thereof (e.g., lease expenses, custodial support, electrical/heating costs, etc.) to the Custom Fit program (inclusive of appropriated dollars and company contributions).~~

- 7.32 **Company Contribution:** Companies participating in the Custom Fit program must provide a cash contribution of no less than 50% of the direct training costs. Exceptions



POLICIES

Subject:	Custom Fit Training
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may be considered on a case-by-case basis, and must be approved in writing by the president or the president's designee of the regional hosting institution.

7.43 Governing Policies: Each Custom Fit administrator, for the ten regions allocated funding by USTC, must follow the policies contained in USTC Policy 202 (Custom Fit Training), as well as any applicable policies and procedures of the regional hosting institution. Where procurement policies of the regional hosting institution exempt a Custom Fit program, purchases of goods and services will be made in accordance with state procurement code. In all cases, procurement processes must provide an appropriate level of rigor and competition.

7.54 Misuse of Funds: Misuse of Custom Fit funds ~~(either appropriated or received through company contributions)~~ or violation of this policy will result in corrective action, which may include withholding regional allocations or eliminating regional hosting institutions. This section shall not be interpreted to restrict any legal remedies for misuse of public funds.

7.6 Unused/Carryover Funds: Regional hosting institutions are encouraged to annually utilize all Custom Fit funds through financing direct training costs and other expenses incident to the Custom Fit program (202.7.2). Surplus funds (i.e., fund balance or net assets) may be carried over from one fiscal year to the next, though they remain entirely restricted to the Custom Fit program (202.7.1).

7.7 Review of Carried Forward Balances: Upon the conclusion of each fiscal year, the Commissioner of Technical Education shall review the carried forward balances of each regional hosting institution and the institution's specific plans to utilize the carryover. Upon the conclusion of this review, the Commissioner may recommend that the Board of Trustees modify the new-year allocation of the statewide Custom Fit appropriation to address any circumstances in which a regional hosting institution has an excess of or inadequate plans to utilize funds carried forward.

7.8 Audit Control: The Office of the USTC Commissioner is authorized to conduct regular and/or random audits of each regional hosting institution's Custom Fit program as authorized herein and under USTC Policy 302 (Internal Audit).

202.8 Eligible Companies

Custom Fit funds ~~(including appropriations and company contributions)~~ should only be used to serve for-profit companies located in Utah. Not-for-profit companies/organizations ~~are generally not eligible for Custom Fit training. Exceptions~~ may be considered on a case-by-case basis, must result in economic and/or workforce development, and must be approved in writing by the president of the regional hosting institution.

202.9 Required Documentation



POLICIES

Subject:	Custom Fit Training
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- 9.1 **Anticipated Costs:** Prior to providing training to an eligible company, a Custom Fit administrator must fully document the anticipated cost of each proposed training event and the associated company cash contribution.
- 9.2 **Retention Schedule:** The regional hosting institution is required to maintain Custom Fit documentation for seven years. This should include source documents for all financial transactions and event details for all training engagements. Training details should include class names and descriptions, instructor names, attendance reports, and participant information (first and last name and last four digits of the participant's Social Security Number).
- 202.10 Custom Fit Training Delivery**
- 10.1 **Subject to Availability:** Custom Fit training is offered subject to the availability of funds. Each region will determine priorities based on regional needs and circumstances.
- 10.1.1 New Companies:** Regional hosting institutions are encouraged to seek new or expanding companies each year to which Custom Fit training may be provided. Though not required, regional hosting institutions may consider ways to direct a larger share of Custom Fit funds to train new or expanding companies rather than repeat customers, the training of which is regular and/or substantially similar to that provided in years past (e.g., increasing the required company match [202.7.3] for companies utilizing Custom Fit training year over year). All actions contemplated should give appropriate consideration to retention of Utah companies, as specified in the Custom Fit mission (202.4).
- 10.1.2 Maximizing Companies Served:** Though not required, regional hosting institutions are encouraged to consider ways to direct Custom Fit funds to train as many different companies as possible (e.g., increasing the required company match [202.7.3] for companies, the training costs of which are substantially larger than those of other companies).
- 10.2 **Flow-through and Internal Training Agreements:** Flow-through agreements are not eligible for Custom Fit funding. Internal training agreements may be eligible for Custom Fit funding. However, Custom Fit funds may not be used to supplant or replace existing wages of a company employee who provides training. In these cases, Custom Fit will contract with a company employee to provide training outside the employee's regular work load. Custom Fit funds may not be used to provide operational software or equipment for a participating company.
- 10.3 **Training Providers:** The Custom Fit administrator should work closely with participating companies to select training providers that are acceptable to both parties. However, final selection of a provider will be made by the Custom Fit administrator.



POLICIES

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10.4 Enrollment in Regular Courses/Certificate Programs: Custom Fit funds are designed to provide training to local employers that meets their specific educational needs. In order to efficiently leverage state-appropriated resources as well as the resources of each regional hosting institution (e.g., equipment, lab space, curricula, etc.), regional hosting institutions may enroll Custom Fit students into regularly offered courses that may or may not be part of an approved certificate program (200.4.1). Nevertheless, should a company desire to utilize Custom Fit funds to finance employee completion of a full certificate program (as opposed to specific portions thereof), the president of the regional hosting institution shall consult with the Commissioner of Technical Education prior to enrollment to explore all options to meet the specific employer's needs, ensuring that Custom Fit funds are used appropriately. If completion of a certificate program that is wholly financed by Custom Fit is deemed appropriate, a memorandum attesting thereto and approved by the USTC Commissioner and president of the regional hosting institution shall be maintained with all Custom Fit documentation applicable to the employer request (202.9).

202.11 Custom Fit Reports

11.1 Annual Reports: Each Custom Fit administrator will annually submit an ~~an annual~~ financial report to the Utah System of Technical Colleges (forms provided by USTC Administration) detailing Custom Fit revenues and expenses (with applicable expense categories) and carryover balances from the most recently ended fiscal year by September 1. These reports, in addition to Custom Fit outcomes (e.g., number of companies served, number of training hours provided, etc.), shall be presented to the USTC Board of Trustees in its next regular meeting after regional hosting institutions' reports are received.

11.2 Custom Fit Database: Each Custom Fit administrator will participate in the statewide Custom Fit database. Custom Fit training data will be tracked and reported ~~only~~ through the statewide database. Each Custom Fit region will submit a quarterly upload of company and student data securely to the Office of the USTC Commissioner as specified in the latest approved version of the USTC Data Dictionary.

UTAH SYSTEM OF TECHNICAL COLLEGES



AGENDA ITEM

USTC BOARD OF TRUSTEES 15 March 2018

ITEM M

TOPIC: CTE Scholarship Application Process (HB-437)

BACKGROUND

House Bill 437, "Career and Technical Education Scholarships" (attached), was passed by the legislature this session and is pending the Governor's signature. It provides for and funds high school students progressing in CTE pathways to receive technical scholarships up to seven months beyond high school graduation in high demand programs. The bill requires the Board of Trustees to make rules related to the scholarship's provisions and processes.

Since the scholarship will be funded for use in FY-2019 (beginning July 1, 2018), and most high school graduates will graduate near June 1st and reach the seven-month scholarship limit by late December, it will be prudent for the colleges to begin advertising the scholarship and receiving applications as soon as possible. Authorization from the Board for the Commissioner and college presidents to immediately develop and implement a scholarship application process within the parameters of the bill will enable the colleges to inform students and seek applications while the Board's formal rules are pending.

RECOMMENDATIONS

USTC Administration recommends that the Board authorize the Commissioner, in consultation with the college presidents, to develop and implement a scholarship application and a process for receiving applications that is broadly within the parameters of HB-437, pending the development of formal Board rules for final scholarship determinations.

Attachments: House Bill 437, "Career and Technical Education Scholarships"

CAREER AND TECHNICAL EDUCATION SCHOLARSHIPS

2018 GENERAL SESSION

STATE OF UTAH

Chief Sponsor: Keith Grover

Senate Sponsor: Evan J. Vickers

LONG TITLE

General Description:

This bill creates a scholarship for individuals who meet certain conditions to attend a technical college.

Highlighted Provisions:

This bill:

- ▶ defines terms;
- ▶ creates a scholarship to fund attendance at a technical college for individuals who meet certain conditions;
- ▶ enacts provisions related to a technical college scholarship, including provisions related to:
 - eligibility for a scholarship;
 - the amount of a scholarship; and
 - the duration of a scholarship, including the circumstances under which a technical college may cancel a scholarship or grant a deferral to a scholarship recipient; and
- ▶ requires the Utah System of Technical Colleges Board of Trustees to make rules.

Money Appropriated in this Bill:

None

Other Special Clauses:

None



28 **Utah Code Sections Affected:**

29 ENACTS:

30 [53B-2a-116](#), Utah Code Annotated 1953

31

32 *Be it enacted by the Legislature of the state of Utah:*

33 Section 1. Section **53B-2a-116** is enacted to read:

34 **53B-2a-116. Technical college scholarships.**

35 (1) As used in this section:

36 (a) "High demand program" means a program that:

37 (i) prepares an individual to work in a targeted job; and

38 (ii) is offered by a technical college.

39 (b) "Institution of higher education" means an institution within the Utah System of

40 Higher Education described in Subsection [53B-1-102\(1\)\(a\)](#).

41 (c) "Membership hour" means 60 minutes of scheduled instruction provided by a
42 technical college to a student enrolled in the technical college.

43 (d) "Scholarship" means a technical college scholarship described in this section.

44 (e) "Targeted job" means the same as that term is defined in Section [53B-7-702](#).

45 (2) (a) Subject to future budget constraints, the Legislature shall annually appropriate
46 money to the board of trustees to be distributed to technical colleges to award scholarships.

47 (b) The board of trustees shall annually distribute:

48 (i) 50% of the appropriation described in Subsection (2)(a) to each technical college in
49 an equal amount; and

50 (ii) 50% of the appropriation described in Subsection (2)(a) to each technical college
51 based on the technical college's prior year share of secondary student membership hours
52 completed at all technical colleges.

53 (3) In accordance with the rules described in Subsection (6), a technical college may
54 award a scholarship to an individual who:

55 (a) graduates or will graduate from high school within the seven months prior to the
56 individual receiving a scholarship;

57 (b) is enrolled in, or intends to enroll in, a high demand program; and

58 (c) while the individual is enrolled in a secondary school, makes satisfactory progress

59 in a career and technical education pathway offered by:

60 (i) a technical college;

61 (ii) an institution of higher education; or

62 (iii) a school district or charter school.

63 (4) Subject to Subsection (5), a technical college may award a scholarship for an
64 amount of money up to the total cost of tuition, program fees, and required textbooks for the
65 high demand program in which the scholarship recipient is enrolled or intends to enroll.

66 (5) (a) Except as provided in Subsection (5)(b), a technical college may only apply a
67 scholarship toward a scholarship recipient's costs described in Subsection (4) from the day on
68 which the technical college awards the scholarship until seven months after the day on which
69 the scholarship recipient graduates from high school.

70 (b) (i) A technical college may defer a scholarship for up to three years after the day on
71 which the scholarship recipient graduates from high school.

72 (ii) A technical college that defers a scholarship may apply the scholarship toward the
73 scholarship recipient's costs described in Subsection (4) for up to a total of seven months.

74 (c) A technical college may cancel a scholarship if the scholarship recipient does not:

75 (i) maintain enrollment in the technical college on at least a half time basis, as
76 determined by the technical college; or

77 (ii) make satisfactory progress toward the completion of a certificate.

78 (6) In accordance with Title 63G, Chapter 3, Utah Administrative Rulemaking Act, the
79 board of trustees shall make rules that establish:

80 (a) requirements related to a technical college's administration of a scholarship
81 described in this section;

82 (b) requirements related to eligibility for a scholarship, including requiring technical
83 colleges to prioritize scholarships for underserved populations;

84 (c) a process for an individual to apply to a technical college to receive a scholarship;
85 and

86 (d) how to determine satisfactory progress for purposes described in Subsections (3)(c)
87 and (5)(c)(ii).

Legislative Review Note
Office of Legislative Research and General Counsel

UTAH SYSTEM OF TECHNICAL COLLEGES



AGENDA ITEM

USTC BOARD OF TRUSTEES 15 March 2018

ITEM N

TOPIC: Programs Approved

BACKGROUND

The USTC Board of Trustees, as provided in USTC Policy 200.5.2.3, directs and authorizes the Commissioner of Technical Education to approve college programs that are 900 hours or longer or are seeking federal financial aid eligibility, and substantive changes thereto, if the Commissioner concurs that the proposals meet the agreed-upon USTC criteria established by the Board in [Policy 200.6](#). The Commissioner's approval is considered final, and program documentation is to be submitted to the Board in its next regularly scheduled meeting as an information item.

Accordingly, the Commissioner's Office has reviewed requests for approval of the certificate programs listed on the following page and concurred that the proposals satisfy the agreed-upon criteria, and Commissioner Woolstenhulme has approved the programs.

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

RECOMMENDATIONS

None - information only.

Attachments: Programs approved 9/13/2017 thru 3/15/2018
Program descriptions and outlines for the programs approved

USTC Programs Approved: 9/13/2017 thru 3/5/2018

<u>College</u>	<u>Program Title</u>	<u>Length (hours)</u>	<u>Approval Date</u>
Dixie	Collision Repair (new program)	1,400	9/18/2017
	Culinary Arts (new program)	1,200	9/18/2017
	Welding Technician (new program)	900	9/18/2017
Mountainland	Automated Manufacturing (new program)	945	11/13/2017
	Information Technology: Technician + Project Management (new program)	930	11/13/2017
	Mobile Development (new program)	900	11/13/2017
Ogden-Weber	Medical Office Specialist (new program) <i>Formerly separate certificate within Health Information Technology program; now restructured as separate program leading to employment.</i>	910	11/15/2017
Bridgerland	Controls Engineering Technology (new program) <i>Formerly separate certificate within larger Automated Manufacturing & Robotics program; now restructured as separate program leading to employment.</i>	600	11/27/2017
	Master Esthetics (new program) <i>Formerly separate certificate within larger Cosmetology/Barbering program; now restructured as separate program leading to employment.</i>	1,200	11/27/2017
	IT/Web Technology (new program) <i>Formerly separate certificate within larger Information Technology program; now restructured as separate program leading to employment.</i>	630	11/27/2017
	Pharmacy Technician (new program) <i>Formerly separate certificate within larger Health Sciences program; now restructured as separate program leading to employment.</i>	630	11/27/2017
	Automated Manufacturing (substantive change) <i>Previously "Automated Manufacturing & Robotics".</i>	900 (was 1,500)	11/27/2017
	Culinary Arts (substantive change)	900 (was 1,200)	11/27/2017
	Electronic Engineering Technology (substantive change)	900 (was 1,410)	11/27/2017
	Heavy Equipment Operator/CDL (substantive change) <i>Previously "Heavy Equipment Operator Advanced w/CDL".</i>	600 (was 900)	11/27/2017
	Information Technology (substantive change)	900 (was 1,200)	11/27/2017
Tooele	Software Development (new program)	1,200	1/2/2018
Southwest	Hybrid delivery for 14 current financial-aid-eligible programs (substantive change)		2/14/2018

UTAH SYSTEM OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018



ITEM O

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 February 28, 2018 as well as the check register for September 2017 - February 2018.

Attachments:

Budget progress report

Check/Disbursement register

Cash & Investment Balances



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

Revenue	<u>Budgeted</u>	<u>Year to Date</u>	<u>%</u>
USTC Administration Ongoing Appropriation	1,950,500	1,462,875	75.0%
Equipment Appropriation	17,700	13,275	75.0%
Custom Fit Appropriation	3,959,200	2,969,400	75.0%
Perkins Leadership Fund for Professional Development	35,000	-	0.0%
College Support for Northstar	170,000	82,500	48.5%
SLDS Grant	165,000	-	0.0%
Custom Fit Flow Through to Colleges	(3,950,000)	(2,962,500)	75.0%
Admin Line Item to Colleges (Jobs Now)	(400,000)	(300,000)	75.0%
Total Budget for the Commissioner's Office	<u><u>1,947,400</u></u>	<u><u>1,265,550</u></u>	<u><u>65.0%</u></u>

Expenditures	<u>Budgeted</u>	<u>Year to Date</u>	<u>%</u>
Salaries, Payroll Tax & Benefits	1,562,760	842,544	53.9%
Building Occupancy Costs	141,000	67,772	48.1%
Professional Development Conference	35,000	-	0.0%
Equipment Purchases	17,700	1,128	6.4%
Employee Travel	20,000	10,718	53.6%
Board of Trustees Expense	25,000	6,469	25.9%
Staff & System Meetings	14,500	2,320	16.0%
Public Relations/Marketing	30,000	12,193	40.6%
Automobile Expenses	20,000	2,654	13.3%
Supplies & Misc. Expenses	45,240	36,190	80.0%
IT Support & Upgrades	14,000	4,020	28.7%
Memberships	22,200	20,215	91.1%
Total Expenditures	<u><u>1,947,400</u></u>	<u><u>1,006,223</u></u>	<u><u>51.7%</u></u>

Utah System of Technical Colleges
Check Register
September 2017 through February 2018

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	09/25/2017	11369	Brad Tanner	-28.89
Bill Pmt -Check	09/25/2017	11370	Brecken Cox	-303.88
Bill Pmt -Check	09/25/2017	11371	Bridgerland Tech	-832.00
Bill Pmt -Check	09/25/2017	11372	Dale Cox	-20.33
Bill Pmt -Check	09/25/2017	11373	Dave Ulery	-54.52
Bill Pmt -Check	09/25/2017	11374	Dave Woolstenhulme	-1,849.75
Bill Pmt -Check	09/25/2017	11375	Davis Tech	-500.00
Bill Pmt -Check	09/25/2017	11376	Dixie Tech	-305.00
Bill Pmt -Check	09/25/2017	11377	Eva Doolin	0.00
Bill Pmt -Check	09/25/2017	11378	Fuelman	-471.29
Bill Pmt -Check	09/25/2017	11379	Glen Ricks Photography Inc	-720.00
Bill Pmt -Check	09/25/2017	11380	Joseph Demma	-376.80
Bill Pmt -Check	09/25/2017	11381	Mike Angus	-73.83
Bill Pmt -Check	09/25/2017	11382	Mountainland Tech	-500.00
Bill Pmt -Check	09/25/2017	11383	Ogden-Weber Tech	-500.00
Bill Pmt -Check	09/25/2017	11384	Scott Theurer	-118.77
Bill Pmt -Check	09/25/2017	11385	Steve Moore	-47.08
Bill Pmt -Check	09/25/2017	11386	UETN	-55,748.58
Bill Pmt -Check	09/25/2017	11387	UTAH DAS-Fleet	-38.12
Bill Pmt -Check	09/25/2017	11388	Utah Division Of Risk Management	-2,401.05
Bill Pmt -Check	09/25/2017	11389	Utah Technology Council	-2,750.00
Bill Pmt -Check	09/25/2017	11390	Zachary Barrus	-319.00
Bill Pmt -Check	09/28/2017	11391	Eva Doolin	-27.91
Bill Pmt -Check	10/11/2017	11392	Bennett Olsen	-812.50
Bill Pmt -Check	10/11/2017	11393	Bridgerland Tech	-139,000.00
Bill Pmt -Check	10/11/2017	11394	Davis Tech	-139,000.00
Bill Pmt -Check	10/11/2017	11395	Dixie Tech	-96,250.00
Bill Pmt -Check	10/11/2017	11396	Fuelman	-358.23
Bill Pmt -Check	10/11/2017	11397	John Sargeant	-200.00
Bill Pmt -Check	10/11/2017	11398	Lindsey Smith	-812.50
Bill Pmt -Check	10/11/2017	11399	Mountainland Tech	-139,000.00
Bill Pmt -Check	10/11/2017	11400	Ogden-Weber Tech	-139,000.00
Bill Pmt -Check	10/11/2017	11401	Snow College	-68,750.00
Bill Pmt -Check	10/11/2017	11402	Southwest Tech	-96,250.00
Bill Pmt -Check	10/11/2017	11403	Tooele Tech	-91,250.00
Bill Pmt -Check	10/11/2017	11404	Uintah Basin Tech	-116,500.00
Bill Pmt -Check	10/11/2017	11405	USU Eastern	-62,500.00
Bill Pmt -Check	10/12/2017	11406	Eva Doolin	-75.00
Bill Pmt -Check	10/12/2017	11407	Stephen Wade	-713.94
Bill Pmt -Check	11/06/2017	11408	Alicia McIntire	-488.30
Bill Pmt -Check	11/06/2017	11409	Bennett Olsen	-323.21
Bill Pmt -Check	11/06/2017	11410	Brad Tanner	-29.96
Bill Pmt -Check	11/06/2017	11411	Charles Taylor	-233.20

Utah System of Technical Colleges
Check Register
September 2017 through February 2018

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	11/06/2017	11412	Dale Cox	-19.26
Bill Pmt -Check	11/06/2017	11413	Fuelman	-406.64
Bill Pmt -Check	11/06/2017	11414	Jared Haines	-209.94
Bill Pmt -Check	11/06/2017	11415	Joseph Demma	-400.50
Bill Pmt -Check	11/06/2017	11416	Michael Jensen	-638.21
Bill Pmt -Check	11/06/2017	11417	Roman Murga	-78.12
Bill Pmt -Check	11/06/2017	11418	Steve Moore	-933.67
Bill Pmt -Check	11/06/2017	11419	TechNet	-1,792.00
Bill Pmt -Check	11/06/2017	11420	UVU	-5,014.80
Bill Pmt -Check	12/11/2017	11421	Andrus Transportation	-750.00
Bill Pmt -Check	12/11/2017	11422	Brad Tanner	-207.58
Bill Pmt -Check	12/11/2017	11423	Charles Taylor	-310.30
Bill Pmt -Check	12/11/2017	11424	Connections Installation	-3,770.00
Bill Pmt -Check	12/11/2017	11425	Dale Cox	-420.55
Bill Pmt -Check	12/11/2017	11426	Davis Tech	-1,500.00
Bill Pmt -Check	12/11/2017	11427	Fuelman	-363.29
Bill Pmt -Check	12/11/2017	11428	Jared Haines	-231.94
Bill Pmt -Check	12/11/2017	11429	Joseph Demma	-26.68
Bill Pmt -Check	12/11/2017	11430	Mike Angus	-187.25
Bill Pmt -Check	12/11/2017	11431	Mountainland Tech	-363,530.74
Bill Pmt -Check	12/11/2017	11432	Ricoh	-1,091.85
Bill Pmt -Check	12/11/2017	11433	Scott Theurer	-80.79
Bill Pmt -Check	12/11/2017	11434	Signature Images	-450.00
Bill Pmt -Check	12/11/2017	11435	Steve Moore	-97.38
Bill Pmt -Check	12/11/2017	11436	UTAH DAS-Fleet	-16.32
Bill Pmt -Check	12/11/2017	11437	Utah Dept of Admin Services	-47,882.00
Bill Pmt -Check	12/11/2017	11438	Utah Technology Council	-12,500.00
Bill Pmt -Check	12/11/2017	11439	Zachary Barrus	-273.66
Bill Pmt -Check	01/23/2018	11440	All Systems Installation	-3,560.00
Bill Pmt -Check	01/23/2018	11441	BH Development, LC	-1,273.00
Bill Pmt -Check	01/23/2018	11442	Bridgerland Tech	-139,750.00
Bill Pmt -Check	01/23/2018	11443	Dale Cox	0.00
Bill Pmt -Check	01/23/2018	11444	Dave Ulery	-64.20
Bill Pmt -Check	01/23/2018	11445	Davis Tech	-139,000.00
Bill Pmt -Check	01/23/2018	11446	Dixie Tech	-96,250.00
Bill Pmt -Check	01/23/2018	11447	edcUTAH	-2,500.00
Bill Pmt -Check	01/23/2018	11448	Fuelman	-182.06
Bill Pmt -Check	01/23/2018	11449	Glen Ricks Photography Inc	-24.00
Bill Pmt -Check	01/23/2018	11450	Henrikson Butler	-9,300.77
Bill Pmt -Check	01/23/2018	11451	Mesa Moving and Storage	-2,131.82
Bill Pmt -Check	01/23/2018	11452	Mike Angus	-147.73
Bill Pmt -Check	01/23/2018	11453	Mountainland Tech	-139,000.00
Bill Pmt -Check	01/23/2018	11454	Ogden-Weber Tech	-139,000.00
Bill Pmt -Check	01/23/2018	11455	Robert Dysart	-12.00

Utah System of Technical Colleges Check Register

September 2017 through February 2018

Type	Date	Num	Name	Amount
Bill Pmt -Check	01/23/2018	11456	Scott Theurer	-100.58
Bill Pmt -Check	01/23/2018	11457	Signature Images	-272.50
Bill Pmt -Check	01/23/2018	11458	Snow College	-68,750.00
Bill Pmt -Check	01/23/2018	11459	Southwest Tech	-98,250.00
Bill Pmt -Check	01/23/2018	11460	Tooele Tech	-91,250.00
Bill Pmt -Check	01/23/2018	11461	UETN	-673.20
Bill Pmt -Check	01/23/2018	11462	Uintah Basin Tech	-116,500.00
Bill Pmt -Check	01/23/2018	11463	USU Eastern	-62,500.00
Bill Pmt -Check	01/23/2018	11464	Utah Foundation	-2,500.00
Bill Pmt -Check	01/25/2018	11465	Charles Taylor	-239.68
Bill Pmt -Check	01/25/2018	11466	Dale Cox	-19.80
Bill Pmt -Check	01/25/2018	11467	Hayes Construction	-9,262.00
Bill Pmt -Check	02/01/2018	11468	ABM	-367.50
Bill Pmt -Check	02/01/2018	11469	Americom	-9,722.00
Bill Pmt -Check	02/01/2018	11470	BH Development, LC	-1,456.00
Bill Pmt -Check	02/01/2018	11471	Joseph Smith Memorial Building	-6,412.18
Bill Pmt -Check	02/01/2018	11472	Ogden-Weber Tech	-1,500.00
Bill Pmt -Check	02/01/2018	11473	Ricoh	-204.67

Utah System of Technical Colleges

Office of the Commissioner

Fiscal Year 2018 Office Budget

CASH AND INVESTMENTS

as of

February 28, 2017

Name of Bank	Type of account	Rate %	Dollar Amount
Utah PTIF	Savings	1.478 \$	1,424,435.16
Wells Fargo	Checking	0.010 \$	256,339.72



USTC MASTER CALENDAR

MARCH, 2018

7-Mar	DIXIE TECH BOARD OF DIRECTORS MEETING	DIXIE BOARD ROOM	3:30 PM - 5:30 PM
13-Mar	SOUTHWEST TECH BOARD OF DIRECTORS MEETING	SOUTHWEST TECH	1:00 PM - 3:00 PM
14-Mar	PRESIDENTS' CABINET MEETING	USTC OFFICE	9:00 AM - 3:00 PM
14-Mar	UINTAH BASIN TECH BOARD OF DIRECTORS MEETING	VERNAL CAMPUS	3:00 PM - 5:00 PM
15-Mar	BOARD OF TRUSTEES MEETING/UB GROUND. CEREMONY	UINTAH BASIN TECH	10:00 AM - 3:00 PM
19-Mar	SOUTHWEST FOUNDATION BOARD MEETING	SOUTHWEST TECH	12:00 NOON - 1:30PM
21-Mar	MOUNTAINLAND BOARD OF DIRECTORS	THANKSG. POINT CAMPUS	3:00PM - 6:00 PM
22-Mar	DAVIS BOARD OF DIRECTORS MEETING	DAVIS BOARD ROOM	3:30 PM - 5:30 PM
22-Mar	DAVIS NATIONAL HONOR SOCIETY INDUCTION CEREMONY	DAVIS ROTUNDA	5:30 PM - 7:30 PM
22-Mar	OGDEN-WEBER BOARD OF DIRECTORS MEETING	STUDENT SERV. BOARD ROOM	4:00 PM - 6:00 PM
28-Mar	DIXIE TECH COLLEGE RIBBON CUTTING CEREMONY	DIXIE TECH COLLEGE	11:00 AM
29-Mar	DAVIS 40th ANNIVERSARY RUBY GALA	DAVIS CONF. CENTER	6:00 PM - 9:00 PM

APRIL, 2018

4-Apr	TOOELE TECH BOARD OF DIRECTORS MEETING	TOOELE TECH BOARD ROOM	12:00 NOON - 2:00 PM
5-Apr	TOOELE TECH EMPLOYER ADV. COMM. APPRECIATION DINNER	MULTIPURPOSE ROOM	6:00 PM - 8:00 PM
11-Apr	PRESIDENTS' CABINET MEETING	USTC OFFICE	9:00 AM - 3:00 PM
23-Apr	BRIDGERLAND TECH BOARD OF DIRECTORS MEETING	BOARD ROOM	4:00 PM - 6:00 PM
26-Apr	DAVIS BOARD OF DIRECTORS MEETING	DAVIS BOARD ROOM	3:30 PM - 5:30 PM
26-Apr	OGDEN-WEBER BOARD OF DIRECTORS MEETING	BOARD ROOM	4:00 PM - 6:00 PM
30-Apr	DAVIS PRACTICAL NURSE PINNING	WSU- WILDCAT THEATER	5:30 PM - 6:30 PM
30-Apr	DAVIS GRADUATION CEREMONY	WSU -BALLROOM	6:30 PM - 8:00 PM

MAY, 2018

MAY 2/3	BRIDGERLAND TECH CAREER DAYS	BRIDGERLAND TECH	8:15 AM - 2:15 PM BOTH DAYS
2-May	DIXIE BOARD OF DIRECTORS MEETING	DIXIE BOARD ROOM	3:30 PM - 5:30 PM
2-May	UINTAH BASIN TECH BOARD OF DIRECTORS MEETING	ROOSEVELT CAMPUS	3:00 PM - 5:00 PM
8-May	SOUTHWEST BOARD OF DIRECTORS MEETING	SOUTHWEST TECH	1:00 PM - 3:00 PM
May 9-10	PRESIDENTS' CABINET RETREAT	LOGAN, UT	10:00 AM - WEDNESDAY TO
			3:00 PM - THURSDAY
9-May	OGDEN-WEBER PRACTICAL NURSING PINNING CEREMONY	STUDENT SERV. BOARD ROOM	6:30 PM - 7:30 PM
10-May	TOOELE TECH GRADUATION/NURSING PINNING CEREMONY	MULTIPURPOSE ROOM	6:00 PM - 7:30 PM

			MAY, 2018 CONTINUE
14-May	SOUTHWEST FOUNDATION BOARD MEETING	SOUTHWEST TECH	12:00 NOON - 1:30PM
16-May	MOUNTAINLAND BOARD OF DIRECTORS MEETING	WASATCH UVU CAMPUS	4:00 PM - 6:00 PM
16-May	MOUNTAINLAND STUDENT GRADUATION CEREMONY	WASATCH UVU CAMPUS	6:00 PM
17-May	MOUNTAINLAND UTAH COUNTY GRADUATION CEREMONY	UTAH COUNTY UVU CAMPUS	6:00 PM
17-May	BOARD OF TRUSTEES MEETING	USTC OFFICE	10:00 AM - 2:00 PM
24-May	OGDEN-WEBER BOARD OF DIRECTORS MEETING	BOARD ROOM	4:00 PM - 6:00 PM
24-May	SOUTHWEST STUDENT RECOGNITION CEREMONY	SOUTHWEST TECH	5:30 PM - 7:30 PM
30-May	DIXIE GRADUATION	DIXIE TECH COLLEGE	TBA
			JUNE, 2018
6-Jun	TOOELE TECH BOARD OF DIRECTORS MEETING	TOOELE TECH BOARD ROOM	12:00 NOON - 2:00 PM
13-Jun	PRESIDENTS' CABINET MEETING	USTC OFFICE	9:00 AM - 3:00 PM
14-Jun	DAVIS AWARDS/STRATEGIC PLANNING	DAVIS ROTUNDA	8:00 AM - 12:00 NOON
15-Jun	USTC PROFESSIONAL DEVELOPMENT CONFERENCE	UINTAH BASIN TECH	9:00 AM - 3:00 PM
18-Jun	BRIDGERLAND TECH BOARD OF DIRECTORS MEETING	BOARD ROOM	4:00 PM - 6:00 PM
21-Jun	OGDEN-WEBER GRADUATION	TBA	TBA
27-Jun	DAVIS TECH FOUNDATION GOLF TOURNAMENT	BOUNTIFUL RIDGE	7:00 AM - 3:00 PM
28-Jun	DAVIS BOARD OF DIRECTORS MEETING	DAVIS BOARD ROOM	3:30 PM - 5:30 PM
28-Jun	OGDEN-WEBER BOARD OF DIRECTORS MEETING	STUDENT SERV. BOARD ROOM	4:00 PM - 6:00 PM
			JULY, 2018
11-Jul	PRESIDENTS' CABINET MEETING	USTC OFFICE	9:00 AM - 3:00 PM
			AUGUST, 2018
8-Aug	PRESIDENTS' CABINET MEETING	USTC OFFICE	9:00 AM - 3:00 PM
15-Aug	MOUNTAINLAND BOARD OF DIRECTORS MEETING	THANKSG. POINT CAMPUS	4:00 PM - 6:00 PM
27-Aug	BRIDGERLAND BOARD OF DIRECTORS	BOARD ROOM	4:00 PM - 6:00 PM
			SEPTEMBER, 2018
5-Sep	DIXIE'S TECH BOARD OF DIRECTORS MEETING	BOARD ROOM	3:30 - 5:30 PM
12-Sep	PRESIDENTS' CABINET MEETING	USTC OFFICE	9:00 AM - 3:00 PM
20-Sep	BOARD OF TRUSTEES MEETING	SOUTHWEST TECH	10:00 AM - 2:00 PM
27-Sep	DAVIS BOARD OF DIRECTORS MEETING	DAVIS BOARD ROOM	3:30 PM - 5:30 PM

		OCTOBER, 2018	
10-Oct	PRESIDENTS' CABINET MEETING	USTC OFFICE	9:00 AM - 3:00 PM
18-Oct	OGDEN-WEBER GRADUATION		
25-Oct	DAVIS BOARD OF DIRECTORS MEETING	DAVIS BOARD ROOM	3:30 PM - 5:30 PM
		NOVEMBER, 2018	
7-Nov	DIXIE'S TECH BOARD OF DIRECTORS MEETING	BOARD ROOM	3:00 PM - 5:30 PM
14-Nov	PRESIDENTS' CABINET MEETING	USTC OFFICE	9:00 AM - 3:00 PM
15-Nov	BOARD OF TRUSTEES MEETING	OGDEN-WEBER TECH	10:00 AM - 2:00 PM
19-Nov	BRIDGERLAND BOARD OF DIRECTORS	BOARD ROOM	4:00 PM - 6:00 PM
		DECEMBER, 2018	
6-Dec	DAVIS BOARD OF DIRECTORS MEETING	DAVIS BOARD ROOM	3:30 PM - 5:30 PM



USTC CONTACT LIST

Updated 2-7-2018

Name: DAVE WOOLSTENHULME
Title: Commissioner
of Technical Education
Address Line 1: 310 South Main, Suite 1250
Address Line 2: Salt Lake City, UT 84101
Office phone #: 801-341-6001
Cell phone #: 435-823-2294
Email address: dwoolstenhulme@utech.edu
Fax: 801-341-6019

Name: EVA DOOLIN
Title: Assistant to the Commissioner
Board Secretary
Address Line 1: 310 South Main, Suite 1250
Address Line 2: Salt Lake City, UT 84101
Office phone #: 801-341-6012
Cell phone #: 385-231-0843
Email address: edoolin@utech.edu

Name: JARED HAINES
Title: Associate Commissioner
Instructional & Student Affairs
Address Line 1: 310 South Main, Suite 1250
Address Line 2: Salt Lake City, UT 84101
Office phone #: 801-310-6002
Cell phone #: 801-361-0631
Email address: jhaines@utech.edu

Name: JONATHAN CLARK
Title: Director
Institutional Data and Research
Address Line 1: 310 South Main, Suite 1250
Address Line 2: Salt Lake City, UT 84101
Office phone #: 801-341-6006
Cell phone #: 385-282-8627
Email address: jclark@utech.edu

Name: JOSEPH M. DEMMA
Title: Assistant Commissioner
Address Line 1: 310 South Main, Suite 1250
Address Line 2: Salt Lake City, UT 84101
Office phone #: 801-341-6017
Cell phone #: 801-300-3072
Email address: jdemma@utech.edu

Name: ALICIA MCINTIRE
Title: Analyst, Data and Research
Address Line 1: 310 South Main, Suite 1250
Address Line 2: Salt Lake City, UT 84101
Office phone #: 801-341-6008
Cell phone #: 316-371-5157
Email address: amcintire@utech.edu

Name: TYLER BRINKERHOFF
Title: Assistant Commissioner
Planning, Finance, Facilities
Address Line 1: 310 South Main, Suite 1250
Address Line 2: Salt Lake City, UT 84101
Office phone #: 801-341-6003
Cell phone #: 801-787-1731
Email address: tbrinkerhoff@utech.edu

Name: DOUG RICHARDS
Title: Assistant Attorney General
USTC Legal Counsel
Address Line 1: 310 South Main, Suite 1250
Address Line 2: Salt Lake City, UT 84101
Office phone #: 801-341-6004
Cell phone #: 801-572-5193
Email address: drichards@utech.edu

Name: ZACHARY T. BARRUS
Title: Assistant Commissioner
Institutional Research
Address Line 1: 310 South Main, Suite 1250
Address Line 2: Salt Lake City, UT 84101
Office phone #: 801-341-6005
Cell phone #: 801-376-8895
Email address: zbarrus@utech.edu

Name: AUBREY SCHRAG
Title: Northstar Director
Address Line 1: 101 Wasatch Drive
Address Line 2: Salt Lake City, UT 84112
Address Line 3: UEN Eccles Broadc. Center U of U
Office phone #: 801-581-8938 ext. 701
Cell phone #: 801-554-2176
Email address: aschrag@northstarmis.org

Name: EDWARD TSUI
Title: Northstar Group
Software Developer
Address Line 1: 101 Wasatch Drive
Address Line 2: Salt Lake City, UT 84112
Address Line 3: UEN Eccles Broadc. Center U of U
Office phone #: 801-585-1388 ext 702
Cell phone #: 435-764-4899
Email address: etsui@northstarmis.org

Name: ALFREDO DE LEON
Title: Northstar Group
Software Developer
Address Line 1: 101 Wasatch Drive
Address Line 2: Salt Lake City, UT 84112
Address Line 3: UEN Eccles Broadc. Center U of U
Office phone #: 801-587-7387 ext. 703
Cell phone #: 956-429-9237
Email address: adeleon@northstarmis.org

USTC BOARD OF TRUSTEES

Name: JIM EVANS
Title: USTC Board of Trustees -Chair*
Term: 4/3/2008 - 6/30/2019
College: Mountainland Technical College
Phone number: 801-380-2460
Email address: jtevens@verisk.com

Name: BRIAN FLORANG
Title: Board of Trustees
Term: 1/15/2015 - 6/30/2019
College: Snow College
Phone number: 435-633-3535
Email address: brian@liquadry.com

Name: STEVE MOORE
Title: Board of Trustees -Vice Chair*
Term: 9/22/2011 - 6/30/2021
College: Ogden-Weber Technical College
Phone number: 801-388-1734
Email address: srmoore48@gmail.com

Name: MICHAEL JENSEN
Title: Board of Trustees*
Term: 4/18/2012 - 6/30/2021
College: Davis Technical College
Phone number: 801-807-7006
Email address: mjensen@iasishealthcare.com

Name: MIKE ANGUS
Title: Board of Trustees
Term: 1/15/2015 - 6/30/2019
College: Uintah Basin Technical College
Phone number: 435-724-8016
Email address: mangus@enervest.net

Name: SUSAN JOHNSON
Title: Board of Trustees
Term: 6/30/2017 - 6/30/2021
Sector:? Manufacturing
Phone number: 801-540-3488
Email address: smooneyjohnson@gmail.com

Name: CATHERINE CARTER
Title: Board of Trustees
Term: 6/30/2017 - 6/30/2021
Sector:? Healthcare
Phone number: 801-598-1060
Email address: fourcartersut@gmail.com

Name: AARON OSMOND
Title: Board of Trustees
Term: 6/30/2017 - 6/30/2021
Sector:? Information Technology
Phone number: 801-897-8127
Email address: avosmond@gmail.com

Name: BRECKEN COX
Title: Board of Trustees
Term: 6/30/2017 - 6/30/2019
Sector:? Transportation
Phone number: 435-669-5894
Email address: brecken@coxtrucking.com

Name: BRAD TANNER
Title: Board of Trustees*
Term: 6/15/2010 - 6/30/2021
Sector: Non-Union Trades
Phone number: 801-420-1342
Email address: btanner@tripletheating.com

Name: DALE COX
Title: Broad of Trustees*
Term: 6/15/2010 - 6/30/2019
Sector: Union Trades
Phone number: 801-971-5568
Email address: dalemontcox@hotmail.com

Name: CHUCK TAYLOR
Title: Board of Trustees
Term: 6/30/2017 - 6/30/2019
College: Southwest Technical College
Phone number: 435-590-4295
Email address: chuck.taylor@syberjet.com

* Executive
 Committee

USTC BOARD OF TRUSTEES

Name: SCOTT THEURER
Title: Board of Trustees
Term: 6/8/2016 - 6/30/2021
College: Bridgerland Technical College
Phone number: 435-757-7742
Email address: sltheurer@gmail.com

Name: STEPHEN W. WADE
Title: Board of Trustees
Term: 6/12/2014 - 6/30/2019
College: Dixie Technical College
Phone number: 435-229-5200
Email address: swade@stephenwade.com

Name: DAVE ULERY
Title: Board of Trustees
Term: 6/8/2016 - 6/30/2021
College: Tooele Technical College
Phone number: 717-440-0103
Email address: dave.ulery@carlisleccm.com

*Executive
Committee

College:	Bridgerland Technical College	College:	Mountainland Technical College
President:	Chad Campbell	President:	Clay Christensen
Cell number:	435-753-6780	Cell number:	801-830-2135
Office number:	435-750-3171	Office number:	801-753-4123
Email address:	ccampbell@btech.edu	Email address:	cchristensen@mtec.edu
College address:	1301 North 600 West	College address:	2301 Ashton Blvd.
Address 2:	Logan, UT 84321	Address 2:	Lehi, UT 84043
College number:	435-734-0614	College number:	801-753-4100
Adm. Assistant:	Emily Hobbs	Adm. Assistant:	Barbara Miner
Email address:	ehobbs@btech.edu	Email address:	bminer@mtec.edu
Office number:	435-750-3167	Office number:	801-573-4124
Cell number:	435-760-3875	Cell number:	801-830-8933
College:	Davis Technical College	College:	Ogden-Weber Technical College
President:	Michael Bouwhuis	President:	Jim Taggart
Cell number:	801-593-2389	Cell number:	801-388-8023
Office number:	801-593-2501	Office number:	801-627-8302
Email address:	mjb@davistech.edu	Email address:	jim.taggart@otech.edu
College address:	550 East 300 South	College address:	200 North Washington Blvd.
Address 2:	Kaysville, UT 84037	Address 2:	Ogden, UT 84404
College number:	801-593-2500	College number:	801-627-8300
Adm. Assistant:	Wendee Cole	Adm. Assistant:	Tina Smith
Email address:	wendee.cole@davistech.edu	Email address:	tina.smith@otech.edu
Office number:	801-593-2310	Office number:	801-627-8304
Cell number:	801-698-6886	Cell number:	801-668-1682
College:	Dixie Technical College	College:	Southwest Technical College
Acting President	Derek Hadlock	President:	Brennan Wood
Cell number:	435-674-8403	Cell number:	435-592-2601
Office number:	435-674-8401	Office number:	435-586-2899 ext. 3901
Email address:	dhadlock@dixietech.edu	Email address:	bwood@stech.edu
College address:	610 South Tech Ridge Cir.	College address:	510 W. 800 So.
Address 2:	St. George, UT 84770	Address 2:	Cedar City, UT 84720
College number:	435-674-8600	College number:	435-565-2899
Adm. Assistant:	Valerie Vowles	Adm. Assistant:	Christy Hugh
Email address:	vvowles@dixietech.edu	Email address:	chugh@stech.edu
Office number:	435-674-8600	Office number:	435-586-2899 ext 3908
Cell number:	435-680-0001	Cell number:	

College: Tooele Technical College
President: Paul Hacking
Cell number: 435-823-5376
Office number: 435-248-1801
Email address: paul.hacking@tooeletech.edu
College address: 88 South Tooele Blvd.
Address 2: Tooele, UT 84074
College number: 435-248-1800
Adm. Assistant: Abra Trussell
Email address: atrussell@tooeletech.edu
Office number: 435-248-1802
Cell number: 435-241-8898

College: Uintah Basin Technical College
President: Aaron Weight
Cell number: 435-823-1535
Office number: 435-722-6901
Email address: aaronw@ubtech.edu
College address: 1100 E. Lagoon St.
Address 2: Roosevelt, UT 84066
College number: 435-722-6900
Adm. Assistant: Trenna Ballou
Email address: trenna@ubtech.edu
Office number: 435-722-6904
Cell number: 435-724-1122

Name: **Chad Campbell**
 Title: President
 Office phone #: 435-753-6780
 Cell phone #: 435-760-1805
 Email address: ccampbell@btech.edu

Name: **Blain Jackson**
 Title: Facilities
 Office phone #:
 Cell phone #: 435-770-8092
 Email address: bjackson@btech.edu

Name: **Emily Hobbs**
 Title: Chief of Staff
 Office phone #: 435-753-6780
 Cell phone #: 435-760-3875
 Email address: ehobbs@btech.edu

Name: **Alex Baltodano**
 Title: Chief Information Officer
 Office phone #: 435-750-3087
 Cell phone #: 435-760-1097
 Email address: abaltodano@btech.edu

Name: **John Davidson**
 Title: VP for Inst., Contracts and Grants
 Office phone #: 435-750-3126
 Cell phone #: 435-760-1385
 Email address: jdavison@btech.edu

Name: **Troy Christensen**
 Title: VP for Brigham City
 Office phone #: 435-237-0021
 Cell phone #: 435-760-1784
 Email address: tchristensen@btech.edu

Name: **Wendy Carter**
 Title: VP for Instruction, Institutional
 Office phone #: 435-750-3222
 Cell phone #: 435-760-2855
 Email address: wcarter@btech.edu

Name: **Adrienne O'Brien**
 Title: Director PR/Marketing
 Office phone #: 435-213-1855
 Cell phone #: 801-895-6709
 Email address: aobrien@btech.edu

Name: **Lisa Rock**
 Title: Controller & Human Resources
 Office phone #: 435-750-3170
 Cell phone #: 435-770-9933
 Email address: lrock@btech.edu

Name: **Sterling Petersen**
 Title: Custom Fit
 Office phone #: 435-750-3147
 Cell phone #: 435-760-3882
 Email address: spetersen@btech.edu

Name: **Jim White**
 Title: VP Student Services
 Office phone #: 435-750-3186
 Cell phone #: 435-770-8508
 Email address: jwhite@btech.edu

Name: **Michelle Welker**
 Title: Data Specialist
 Office phone #: 435-750-3191
 Cell phone #:
 Email address: mwelker@btech.edu

Name: **Jean Dunn**
 Title: Financial Aid Coordinator
 Office phone #: 435-750-3204
 Cell phone #:
 Email address: jdunn@btech.edu

DAVIS TECHNICAL COLLEGE

Name: **Michael J. Bouwhuis**
Title: President
Office phone #: 801-593-2501
Cell phone #: 801-593-2389
Email address: mjb@davistech.edu

Name: **Bryce Fox**
Title: Facilities
Office phone #: 801-593-2390
Cell phone #: 801-556-8646
Email address: bryce.fox@davistech.edu

Name: **Wendee Cole**
Title: Executive Assistant
Office phone #: 801-593-2310
Cell phone #: 801-698-6886
Email address: wendee.cole@davistech.edu

Name: **Greg Scherer**
Title: IT Administrator
Office phone #: 801-593-2455
Cell phone #: 801-698-1724
Email address: greg.scherer@davistech.edu

Name: **Kim Ziebarth**
Title: Vice President of Instruction
Office phone #: 801-593-2446
Cell phone #: 801-546-1985
Email address: kim.ziebarth@davistech.edu

Name: **Ric Higbee**
Title: Human Resources
Office phone #: 801-593-2393
Cell phone #: 801-678-1454
Email address: ric.higbee@davistech.edu

Name: **Russell Galt**
Title: Vice President of Adm. Services
Office phone #: 801-593-2304
Cell phone #: 801-698-1808
Email address: russell.galt@davistech.edu

Name: **Melanie Hall**
Title: PR/Marketing
Office phone #: 801-593-2483
Cell phone #: 801-259-8055
Email address: melanie.hall@davistech.edu

Name: **Julie Blake**
Title: VP of Quality and Development
Office phone #: 801-593-2552
Cell phone #: 801-953-4257
Email address: julie.blake@davistech.edu

Name: **Jean Fowler**
Title: Custom Fit
Office phone #: 801-593-2318
Cell phone #: 801-499-9923
Email address: jean.fowler@davistech.edu

Name: **Darin Brush**
Title: VP of Employer & Economic Dev.
Office phone #: 801-593-2104
Cell phone #: 801-209-1008
Email address: darin.brush@davistech.edu

Name: **Kevin Cummings**
Title: Data Specialist
Office phone #: 801-593-2345
Cell phone #: 801-499-9520
Email address: kevin.cummings@davistech.edu

Name: **Jeff Lund**
Title: Finance
Office phone #: 801-593-2307
Cell phone #: 801-971-2132
Email address: jeff.lund@davistech.edu

Name: **Donna Brown**
Title: Financial Aid
Office phone #: 801-593-2340
Cell phone #:
Email address: donna.brown@davistech.edu

Name: **Dina Nielsen**
Title: Student Services
Office phone #: 801-593-2319
Cell phone #: 435-770-6128
Email address: dina.nielsen@davistech.edu

DIXIE TECHNICAL COLLEGE

Name: **Derek Hadlock**
Title: Acting President
Office phone #: 435-674-8401
Cell phone #: 435-669-8219
Email address: dhadlock@dixietech.edu

Name: **Joe Brusati**
Title: IT Manager
Office phone #: 435-674-8621
Cell phone #: 303-999-7683
Email address: jbrusati@dixietech.edu

Name: **Valerie Vowles**
Title: Administrative Assistant
Office phone #: 435-674-8600
Cell phone #: 435-680-0001
Email address: vvowles@dixietech.edu

Name: **Sam Draper**
Title: Human Resources
Office phone #: 435-674-8636
Cell phone #:
Email address: sdraper@dixietech.edu

Name: **Jordan Rushton**
Title: Vice President of Instruction
Office phone #: 435-674-8400
Cell phone #: 801-318-1640
Email address: jrushton@dixietech.edu

Name: **Sam Draper**
Title: Human Resources
Office phone #: 435-619-1112
Cell phone #: 435-674-8636
Email address: sdraper@dixietech.edu

Name: **Eric Grob**
Title: Vice President of Finance
Office phone #: 435-674-8404
Cell phone #: 435-817-3263
Email address: grob@dixietech.edu

Name: **Jennifer Forbes**
Title: Executive Director of Marketing
Office phone #: 435-674-8602
Cell phone #: 435-632-7619
Email address: iforbes@dixietech.edu

Name: **Eric Grob**
Title: Finance
Office phone #: 435-674-8404
Cell phone #: 435-817-3263
Email address: grob@dixietech.edu

Name: **Traci Fitzgerald**
Title: Ex. Director Industry Training
Office phone #: 435-674-8601
Cell phone #: 435-619-4805
Email address: tfitzgerald@dixietech.edu

Name: **Owen Olsen**
Title: Exec. Director of Facilities
Office phone #: 435-674-8408
Cell phone #: 435-414-4230
Email address: olsen@dixietech.edu

Name: **Camille Lyman**
Title: Acting Director Student Services
Office phone #: 435-674-8403
Cell phone #: 435-632-6340
Email address: clyman@dixietech.edu

Name: **Kelly Whittekiend**
Title: Financial Aid Manager
Office phone #: 435-674-8608
Cell phone #:
Email address: kwhittek@dixietech.edu

Name: **Nyleen Duel**
Title: Data Specialist
Office phone #: 435-674-8411
Cell phone #: 435-632-7963
Email address: nduel@dixietech.edu

MOUNTAINLAD TECH. COLLEGE

Name: **Clay Christensen**
Title: President
Office phone #: 801-753-4123
Cell phone #: 801-830-2135
Email address: cchristensen@mtec.edu

Name: **Blake Hendry**
Title: Director, Facilities
Office phone #: 801-753-4218
Cell phone #: 801-722-8126
Email address: bhendry@mtec.edu

Name: **Barbara Miner**
Title: Assistant to the President
Office phone #: 801-753-4124
Cell phone #: 801-830-8933
Email address: bminer@mtec.edu

Name: **Jason Pugh**
Title: Director, Technology, CIO, Adm.
Office phone #: 801-753-4191
Cell phone #:
Email address: jpugh@mtec.edu

Name: **Holly Peterson**
Title: Vice President of Instruction
Office phone #: 801-753-4126
Cell phone #: 801-471-8721
Email address: hpeterson@mtec.edu

Name: **Justin Browning**
Title: Human Resources
Office phone #: 801-753-4137
Cell phone #:
Email address: jbrowning@mtec.edu

Name: **Kirk Michaelis**
Title: VP, Administration, CFO
Office phone #: 801-753-4128
Cell phone #: 801-362-8293
Email address: kmichaelis@mtec.edu

Name: **Mark Middlebrook**
Title: PR/Marketing
Office phone #: 801-753-4125
Cell phone #: 801-830-1358
Email address: mmiddlebrook@mtec.edu

Name: **Marietta Evans**
Title: Director, Student Services
Office phone #: 801-753-4102
Cell phone #:
Email address: mevans@mtec.edu

Name: **Roger Rice**
Title: Custom Fit
Office phone #: 801-753-4153
Cell phone #: 801-830-1358
Email address: rrice@mtec.edu

Name: **Lisa Oaks-Hawker**
Title: Manager, Financial Aid
Office phone #: 801-753-4107
Cell phone #:
Email address: lhawker@mtec.edu

Name: **Keri Banbury**
Title: Data Specialist
Office phone #: 801-753-4106
Cell phone #:
Email address: kbanbury@mtec.edu

OGDEN-WEBER TECH. COLLEGE

Name: **Jim Taggart**
Title: President
Office phone #: 801-627-8304
Cell phone #: 801-388-8023
Email address: jim.taggart@otech.edu

Name: **Josh Ulm**
Title: Facilities Director
Office phone #: 801-627-8384
Cell phone #: 801-726-3837
Email address: josh.ulm@otech.edu

Name: **Tina Smith**
Title: Executive Assistant
Office phone #: 801-627-8304
Cell phone #: 801-668-1682
Email address: tina.smith@otech.edu

Name: **Kyle Jensen**
Title: Information Tech & Telec. Director
Office phone #: 801-627-8483
Cell phone #: 801-430-3114
Email address: kyle.jensen@otech.edu

Name: **Chad Burchell**
Title: Vice President Student Services
Office phone #: 801-627-8388
Cell phone #: 801-458-4257
Email address: chad.burchell@otech.edu

Name: **Theresa Walker-Verrett**
Title: Human Resources Director
Office phone #: 801-627-8413
Cell phone #: 801-391-7372
Email address: theresa.walker@otech.edu

Name: **Roger Snow**
Title: VP for Instructional Services
Office phone #: 801-627-8311
Cell phone #: 801-430-3279
Email address: roger.snow@otech.edu

Name: **Juliane Kettering**
Title: Marketing Director
Office phone #: 801-627-8389
Cell phone #: 775-229-9206
Email address: Juliane.kettering@otech.edu

Name: **Tyler Call**
Title: Vice President College Services
Office phone #: 801-627-8311
Cell phone #: 801-425-9166
Email address: tyler.call@otech.edu

Name: **Christi Scow**
Title: Custom Fit and Workforce Dev.
Office phone #: 801-612-4178
Cell phone #: 801-201-4711
Email address: christi.scow@otech.edu

Name: **Lisa Butler**
Title: Student Services Director
Office phone #: 801-627-8370
Cell phone #: 801-589-3475
Email address: lisa.butler@otech.edu

Name: **Krista Turnage**
Title: Inst. Reporting and SIS Manager
Office phone #: 801-627-8340
Cell phone #: 801-624-8700
Email address: krista.turnage@otech.edu

Name: **Jan Burton**
Title: Financial Aid Manager
Office phone #: 801-627-8309
Cell phone #: 801-645-2385
Email address: jan.burton@otech.edu

SOUTHWEST TECH. COLLEGE

Name: **Brennan Wood**
Title: President
Office phone #: 435-586-2899 ext. 3901
Cell phone #: 435-592-2601
Email address: bwood@stech.edu

Name: **Mark Florence**
Title: Facilities
Office phone #: 435-586-2899 ext. 3930
Cell phone #:
Email address: mflorence@stech.edu

Name: **Christy Hugh**
Title: Administrative Assistant
Office phone #: 435-586-2899 ext 3907
Cell phone #: 435-590-3131
Email address: chugh@stech.edu

Name: **Jack Erickson**
Title: IT Administrator
Office phone #: 435-586-2899
Cell phone #:
Email address: jerickson@stech.edu

Name: **Will Pierce**
Title: Vice President
Office phone #: 435-586-2899
Cell phone #: 801-386-3480
Email address: wpierce@stech.edu

Name: **Sharon Wilkerson, CPA**
Title: Human Resources
Office phone #: 435-586-2899 ext. 3903
Cell phone #:
Email address: swilkerson@stech.edu

Name: **Will Pierce**
Title: Inst. Planning & Curriculum
Office phone #: 435-586-2899
Cell phone #: 801-386-3480
Email address: wpierce@stech.edu

Name: **Cordelle Morris**
Title: PR/Marketing
Office phone #: 435-865-3910
Cell phone #: 435-572-0080
Email address: cmorris@stech.edu

Name: **Sharon Wilkerson, CPA**
Title: Finance
Office phone #: 435-586-2899 ext. 3903
Cell phone #:
Email address: swilkerson@stech.edu

Name: **Scott Leavitt**
Title: Custom Fit
Office phone #: 435-586-2899 ext.3906
Cell phone #:
Email address: sleavitt@stech.edu

Name: **James Mullenau**
Title: Student Services
Office phone #: 435-586-2899 ext. 3907
Cell phone #:
Email address: jmullenau@stech.edu

Name: **Valyn Sherratt**
Title: Data Specialist
Office phone #: 435-586-2899 x3909
Cell phone #:
Email address: vsherratt@stech.edu

Name: **James Mullenau**
Title: Financial Aid
Office phone #: 435-586-2899 ext. 3907
Cell phone #:
Email address: jmullenau@stech.edu

TOOELE TECHNICAL COLLEGE

Name: **Paul Hacking**
Title: President
Office phone #: 435-248-1801
Cell phone #: 435-823-5376
Email address: paul.hacking@tooeletech.edu

Name: **Clint Bryant**
Title: Facilities Manager
Office phone #: 435-248-1848
Cell phone #: 435-249-9116
Email address: cbryant@tooeletech.edu

Name: **Abra Trussell**
Title: Executive Assistant
Office phone #: 435-248-1802
Cell phone #: 435-241-8898
Email address: atrussell@tooeletech.edu

Name: **Debra Hill**
Title: SIS Specialist
Office phone #: 435-248-1842
Cell phone #: 801-201-8050
Email address: dhill@tooeletech.edu

Name: **Ellen Lange-Christensen**
Title: VP Student Services & Marketing
Office phone #: 435-248-1840
Cell phone #: 801-580-0976
Email address: elange@tooeletech.edu

Name: **Jay Olson**
Title: Director of Information Tech.
Office phone #: 435-248-1808
Cell phone #: 801-674-9933
Email address: jolson@tooeletech.edu

Name: **TBA**
Title: Vice President of Instruction
Office phone #: 435-248-1849
Cell phone #:
Email address:

Name: **Milenna Russell**
Title: PR/Marketing
Office phone #: 435-248-1805
Cell phone #: 435-249-1575
Email address: mrussell@tooeletech.edu

Name: **Kent Thygerson**
Title: VP of Finance and Operations
Office phone #: 435-248-1810
Cell phone #: 385-321-0855
Email address: kthygerson@tooeletech.edu

Name: **Mark Walker**
Title: Business Resource Director
Office phone #: 435-248-1895
Cell phone #: 801-717-8503
Email address: mwalker@tooeletech.edu

Name: **Suzanne Anderson**
Title: Assistant Mgr. of Student Serv.
Office phone #: 435-248-1848
Cell phone #: 435-249-9116
Email address: ssanderson@tooeletech.edu

UINTAH BASIN TECH. COLLEGE

Name: **Aaron Weight**
Title: President
Office phone #: 435-722-6901
Cell phone #: 435-823-1535
Email address: aaronw@ubtech.edu

Name: **Lynn Walker**
Title: Facilities
Office phone #: 435-722-6930
Cell phone #: 435-823-6707
Email address: lynn@ubtech.edu

Name: **Trenna Ballou**
Title: Executive Assistant to President
Office phone #: 435-722-6904
Cell phone #: 435-724-1122
Email address: trenna@ubtech.edu

Name: **Lynn Walker**
Title: IT Administrator
Office phone #: 435-722-6930
Cell phone #: 435-823-6707
Email address: lynn@ubtech.edu

Name: **Tammy Wilkerson**
Title: Vice President of Instruction
Office phone #: 435-722-6906
Cell phone #: 435-823-1780
Email address: tammy@ubtech.edu

Name: **Shawn Metcalf**
Title: Human Resources
Office phone #: 435-722-6932
Cell phone #: 435-823-7444
Email address: shawn@ubtech.edu

Name: **Robert Peterson**
Title: VP of Marketing/Economic Dev.
Office phone #: 435-725-7144
Cell phone #: 435-650-8077
Email address: bobp@ubtech.edu

Name: **Lezlee Whiting**
Title: Custom Fit
Office phone #: 435-725-7109
Cell phone #: 435-823-5610
Email address: lezlee@ubtech.edu

Name: **Keith Sprouse**
Title: Vice President of Finance
Office phone #: 435-722-6903
Cell phone #: 435-823-5337
Email address: keiths@ubtech.edu

Name: **Daniele Malnar**
Title: Data Specialist
Office phone #: 435-722-6933
Cell phone #:
Email address: daniele@ubtech.edu

Name: **Dean Wilson**
Title: Vice President of Student Serv.
Office phone #: 435-722-6916
Cell phone #: 435-724-5342
Email address: dean@ubtech.edu

Name: **Stephanie Carter**
Title: Marketing Officer
Office phone #: 435-722-6968
Cell phone #: 435-823-5585
Email address: stephaniec@ubtech.edu

UTAH SYSTEM OF TECHNICAL COLLEGES



AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018

ITEM R

TOPIC: 2018 Year of Technical Education

Engaging in a specific, year-long effort to raise awareness of technical education opportunities throughout the state of Utah are the Systems of Higher Education and Technical Colleges, the State Board of Education, the Governor's Office, and representatives from industry. Town Hall meetings across the state will drive earned media opportunities locally as well as provide opportunities for industry engagement.

Included in activities are editorial board meetings, opinion-editorials, town hall meetings and paid media in support of technical education.

UTAH SYSTEM OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018



ITEM W

TOPIC: 310 S. Main Relocation Expenses

BACKGROUND

The Commissioner's Office is successfully relocated to 310 S. Main on the 12th floor. The Board authorized the Commissioner's Office to expend up to \$150,000 in cash reserves to complete tenant improvement and to furnish and equip the office space. The office utilized surplus furniture from Dixie Technical College to realize significant savings. DFCM also negotiated substantial allowances for tenant improvement from the landlord. These and other savings kept the one-time relocation costs far below the approved maximum.

Attachments:

310 S. Main Relocation Cost Breakout

310 S. Main Relocation Costs

Name	Memo	Amount
Cushman Wakefield	Tenant Improvement outside of allowance	\$ 77,143.82
Connections Installation	Move Dixie Tech Furniture	3,770.00
All Systems Installation	Furniture installation	3,260.00
BH Development, LC	USTC seal design, build, installation and picture hanging	1,456.00
BH Development, LC	Office signs and more picture hanging	763.00
Americom	Voice, data and IVC cabling	9,722.00
Americom	Voice, data and IVC cabling (changes and additions)	3,248.00
Henrikson Butler	Board and conference tables with receptacles	9,300.77
Hayes Construction	Cabinets in storage room	9,262.00
Hayes Construction	Cabinets in copy room and window frosting	5,745.00
UETN	Air media for small conf room - Wireless presentation gateway, AM-100 as attached	673.20
UETN	SX-80 IVC system for large conference room as reflected in the attached price list	28,540.90
UETN	SX-10 IVC system for small conference room as reflected in the attached price list	4,641.05
Total Expenses		\$ 157,525.74
Mountainland Tech	Billing for furniture and equipment left at TGP Building	\$ (100,000.00)
Amount needed from Commissioner's Office Budget/Reserves		\$ 57,525.74



UTAH SYSTEM OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018

ITEM X

TOPIC: Transfer of State-owned Property to Ogden-Weber Technical College

BACKGROUND

The Utah Division of Juvenile Justice is vacating a building and five acres of land adjacent to Ogden-Weber Technical College's main campus. The college has explored the opportunity with the Division of Facilities and Construction Management (DFCM) to have the ownership of the property transferred to the college. College administration has determined that sufficient existing budget is available for operations and maintenance and any necessary remodeling. The attached memo from President Jim Taggart includes details of the proposed transaction along with a photo and a map of the property.

Attachment:

Memo from President Taggart

MEMORANDUM

TO: MEMBERS OF THE USTC BOARD OF TRUSTEES

FROM: James R. Taggart
President, Ogden-Weber Technical College

DATE: March 9, 2018

RE: Transfer of state-owned property and building to Ogden-Weber Technical College

In 1985, the Ogden-Weber Technical College moved to its current main campus location. Legislation provided transfer of land and buildings from the then Utah Division of Youth Corrections. As part of that transfer, five acres in the southeast corner of the original property were retained by Youth Corrections to build a facility for observation and assessment of youth offenders. This facility is located at 145 N. Monroe Blvd., and is contiguous with the college campus.

As part of a consolidation of services provided by the Utah Division of Juvenile Justice Services (JJS), observation and assessment staff and services are being relocated to the new Weber Valley Multi-Use Youth Center. It is anticipated that this move will be completed in May or June of 2018. JJS and the Utah Department of Human Services has indicated to the Utah Division of Facilities and Construction Management (DFCM) their intent to vacate the building and property.

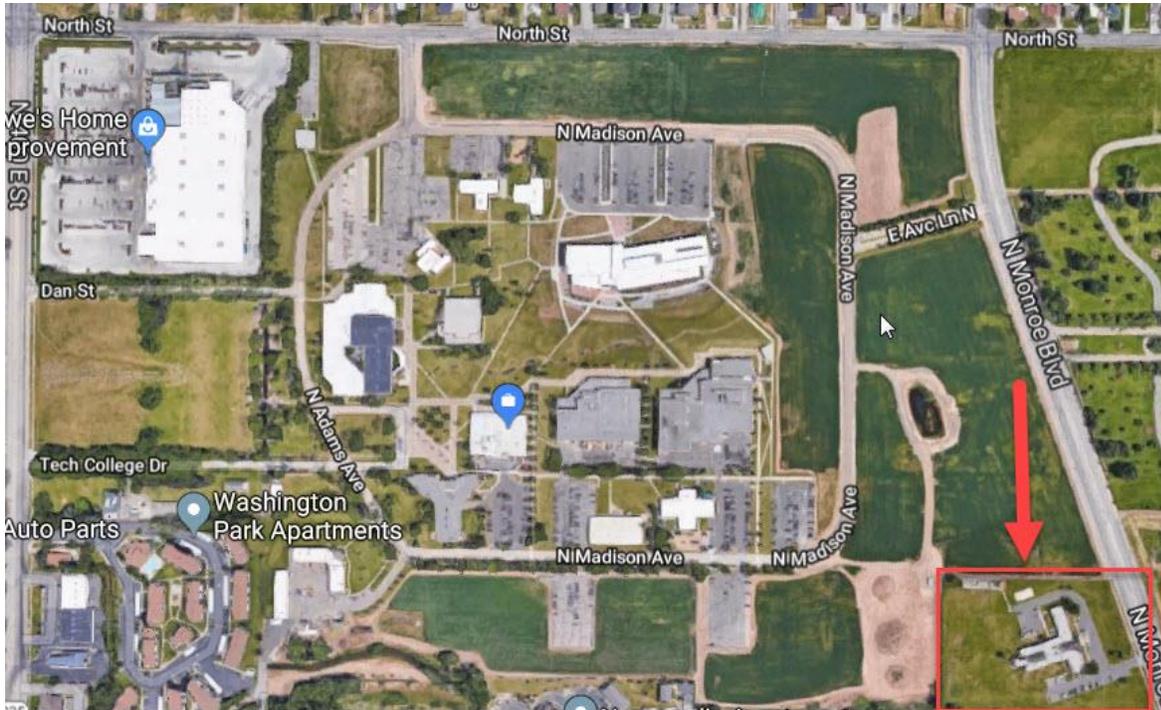
The college has expressed interest to DFCM regarding the vacated property and building and have been working through the existing process regarding transfer from one state entity to another.

Acquisition of this land and building will help Ogden-Weber meet current and future needs. The college has limited classroom and office space in its current business technology building. That building houses business, I.T., graphic and web design and software development programs. In addition, requests for collaborative spaces with school district, charter school, and university partners are increasing. Office space for student advising and placement services is also limited in current college facilities.

College staff have toured the building and have found the facility and its mechanical, electrical and HVAC systems in very good working order. After a budgetary review, the college has determined that it can absorb the operation and maintenance of the property and building as part of current appropriations. No operation and maintenance funds are being requested.

Because of the location of the building and property, no changes will need to be made to the college's existing master plan for facilities or grounds. The college is requesting

approval from the USTC Board of Trustees to proceed in working with DFCM to transfer the property and building to the Ogden-Weber Technical College.



Dixie Technical College

President Search Committee

Committee Member	Organization	Phone Number	EMAIL
Aaron Osmond Committee Chair	System Trustee	801-897-8127	avosmond@gmail.com
Chuck Taylor	System Trustee	535-590-4295	chuck.taylor@syberjet.com
Stephen Wade	System Trustee	435-229-5200	swade@stephenwade.com
	System Trustee		
	System Trustee		
Mark Fahrenkamp	Board Chairman	435-680-3593	fahrenkamp@infowest.com
Darcy Stewart	Board Vice Chair	435-703-4300	darcy@sunriver.com
Ed Burgess	Board Member	435-619-2121	ed@qualitydevelopment.com
Lorene Cox	Board Member	435-668-1987	larenec@gmail.com
Jon Pike	Board Member	435-632-6892	Jon.pike@selecthealth.com
Mitchell Cloward	CEO, Dixie Reg. Medical Center		Mitchell.cloward@imail.org
Jordan Rushton	VP of Instruction Dixie Tech	435-674-8400	jrushton@dixietech.edu
William McMurrin	Lead Instructor Dixie Tech	435-674-8600	wcmurrin@dixietech.edu

Dave Wilkey	Community Member	435-703-5557 C 435-674-2441 H	davewilkey@yahoo.com
Mari Krashowetz	Southern Utah Home Builders Association	435-862-0008 C 435-674-1400 H	mari@suhba.com



2:00 BOARD PHOTOGRAPHS

September 17, 2018
Board Room 3:00 pm

WELCOME

Welcome: Mark Fahrenkamp

Pledge:

Invocation:

Welcome: Commissioner Mike Bouwhuis

Board may go into closed session, pursuant to Utah Code 52-4-204, 205, & 206.
(litigation update & real estate)

ACTION ITEMS

1. Consent Calendar:

- Minutes: August 15, 2018
- New Policies/Revisions
 - [Bereavement](#)
 - Fiscal Payroll/ Payroll Date Realignment [Item 1 / Item 2](#)
 - [Overload, Flex, Overtime & Compensatory Time](#)
 - [Civic Leave](#)
 - [Placement \(move from policy to plan\)](#)
 - [Professional Development](#)
 - [Employee Education Assistance](#)
- [FY 20 Revised Legislative Budget Request](#)
- [Cooperative Procurement Agreement](#)
- [Physician oversight for EMT & Nursing](#)
- [COE Program Name Alignment](#)
- [FY 18 Preliminary Data Certification](#)

2. [FY 18 Year End Budget Report](#)

3. [FY 19 Budget](#)

4. Rainy Day Fund

5. [I-CAR Agreement](#)

6. Rotary Club Request

7. Selection of Officers / Board Members

Kelle/Sam Draper
Kelle/Sam Draper
Kelle/Sam Draper
Traci/Ray Odette
Kelle Stephens
Mark Fahrenkamp

DISCUSSION/INFORMATION ITEMS

8. Use of College Facilities
9. College Updates
 - a. Traci Fitzgerald
 - b. Jordan Rushton
 - c. Derek Hadlock
 - d. Jenn Forbes
10. Other:

Kelle Stephens
Executive Staff

CALENDAR

11. U-TECH Board of Trustees Dinner /Tour
12. U-TECH Board of Trustees Meeting
13. Next Meeting:

Wednesday, Sept 19, 6:30 PM
Thursday, Sept 20, 8:30 AM
November ____?

14. Adjourn

**Dixie Technical College
Board of Directors Meeting Minutes
Wednesday, August 15, 2018
3:00 p.m.**

Board Members

P-Mark Fahrenkamp, Board Chair
P-Darcy Stewart, Vice Chair
E-Gil Almquist
P-Ed Burgess
P-LaRene Cox
P-Mark Evans

P-Mike Housley
E-Ray Odette
E-Jon Pike
E-Rod Savage
P-Stephen Wade, UTech Trustee

Other Attendees: President Kelle Stephens, Sam Draper, Traci Farnsworth, Jennifer Forbes, Derek Hadlock, Jordan Rushton, George Whitehead, and Marilyn Lamoreaux from Dixie Tech.

Welcome: At 3:20 p.m., Board Chairman Mark Fahrenkamp welcomed everyone and called the meeting to order. Chair Fahrenkamp also welcomed back President Kelle Stephens.

Pledge of Allegiance: Led by Ed Burgess

Invocation: Darcy Stewart

Introductions: Jordan Rushton introduced three new faculty members:

- Jan Call – Director of Dixie Tech's Practical Nursing program. She has 42 years of experience.
- Carl Beagley – CNC Machining faculty member. He is the 2nd full-time instructor in CNC Machining, and he has 26 years of experience.
- Ryan Jacobs – Automotive Technician faculty member. He is the 2nd full-time instructor in the Automotive Technician program, and he has 32 years of experience.

Jordan said that when we have the right people in place, it makes all the difference. These three new faculty members combined have 100 years of experience.

CLOSED SESSION

At 3:25 p.m., Chair Mark Fahrenkamp called for a motion to move into Closed Session.

Vice Chair Darcy Stewart stated: "Pursuant to Utah Code 52-4-204, 205, & 206, I move that the Board of Directors of Dixie Technical College go into closed session for the discussion of the character, professional competence, or physical or mental health of individuals." Ed Burgess seconded the motion. All approved by roll call vote.

The closed session ended at 4:19 p.m.

ACTION ITEMS

1. Approval of Minutes

Chair Fahrenkamp called for a motion to approve the minutes of the May 2, 2018 Board of Directors meeting. Chair Fahrenkamp mentioned that for the September Board meeting, the meeting agenda needs to include references to two items in the May 2nd minutes – Item 4, the Bereavement and Funeral Leave policy, and Item 6, Health Insurance Comparables, for clarification. **Darcy Stewart moved to approve the minutes; Mark Evans seconded the motion. Action: Approved unanimously.**

2. New Policies/Revisions

Sam Draper presented the following policies for review and approval:

- **Service Animals.** This policy provides some guidelines for service animals. Service animals are animals that perform specific tasks for individuals with disabilities, such as navigation for the blind, warning for the deaf, seizure intervention, etc. The service performed must be directly related to the individuals's disability. Sam pointed out that the only service animals the law permits are dogs and miniature horses. LaRene Cox was impressed that the policy defines what a service animal is; an individual cannot just bring any comfort animal – such as an emotional support animal, therapy animal, or pet – on campus.
- **Student Grievance.** Sam said we passed a Student Grievance policy about a year ago but people thought it was too complicated – so this is a less complicated, more direct version.
- **Student Code of Conduct.** This policy is quite long, but has been modified to address action against a student who demonstrates illegal conduct off campus, as well as on campus. This policy allows drug testing of students in the event of an accident. We are not currently testing every student, but EMT and Nursing students must be drug tested.

Chair Fahrenkamp called for a motion to approve these three policies. **Mark Evans moved to approve the three policies listed above; Mike Housley seconded the motion.**

Action: Approved unanimously.

3. FY20 Legislative Budget Request

President Kelle Stephens said we are in the process of formulating our budget request for fiscal year 2020. The thought is that we can ask for a little more because we want to fill the campus with students. Mike Bouwhuis, the acting commissioner of UTech, was here last week and he is excellent in this job. There is a search committee in place to find his replacement. Kelle said these budget requests would be for new money, and every one of these positions is definitely needed. She thinks we may have to cut the request, and the executive team has talked about what we would cut. Kelle said our budget ask is \$1.2 million. We are not asking for equipment – we have adequate equipment right now – but we need money for our programs. We will receive \$345,000 for Custom Fit this year. Mark Evans asked the priority of the list. Kelle said we need it all, and the list is not inflated. We could postpone the second Collision Repair instructor; we are still getting the facility ready, so an adjunct can get us by. We could cut AM STEM from \$120,000 to \$60,000. We haven't talked about Plumbing and Electrical – the instructors are 100% adjunct and the students aren't getting the best instruction, but we are glad to have the instructors we have. We need a full-time electrician with a lot of experience to raise the quality of that program. Our one welding instructor is teaching eight hours a day, so we definitely need another instructor. Kelle said we can't grow like we have been growing without support staff. We will have to hope for the best and then do our best. Last year, we received \$862,000, which was 80% of what we asked for, Derek said. That amount included \$650,000 for programs and \$80,000 for support staff. Kelle asked for the Board's approval, recognizing that the budget request amount could change. Chair Fahrenkamp called for a motion. **Motion to approve the FY2020 Legislative Budget Request Draft by Mike Housley, seconded by LaRene Cox.**

Action: Approved unanimously.

4. Revised Organizational Chart

Kelle presented a revised organizational chart, which she said outlines a really strong leadership team. It is efficient and effective. She said she would answer any questions.

Stephen Wade moved to approve the revised organizational chart. Mark Evans seconded the motion. Chair Fahrenkamp said the revised organizational chart was discussed in the closed session. **Action: Motion approved unanimously.**

5. New Full-time Faculty

According to policy, the Board of Directors are to approve new hires and be familiar with their credentials. Jordan Rushton introduced the following new full-time faculty members. A resume of each new faculty member was included in the agenda materials:

- Jan Call – Practical Nursing
- Carl Beagley – CNC Machining
- Ryan Jacobs – Automotive Technician

Stephen Wade said we are getting some strong people. Chair Fahrenkamp called for a motion to approve the three new full-time faculty members. **Motion to approve by Darcy Stewart; seconded by Mark Evans. Action: approved unanimously.**

6. Diesel Program Revision

Jordan presented a revision in the Diesel program hours. He said we are looking at taking the program from 1400 hours to 1225 hours. This change was requested by OAC; it is the first step in aligning it with certification standards. It is 175 fewer hours, but students will get the same credentials. Jordan said in programs across the state, the lowest is 800 hours and highest is 1200. He said the enrollment is strong in this program, and this change better aligns us with the goals for the program. Kelle said our instructors are very good. Chair Fahrenkamp called for a motion to approve the amended revision to the Diesel program. **Motion by Mark Evans; seconded by Mike Housley. Action: Approved unanimously.**

INFORMATION ITEMS

7. FY18 Year End Data Report

Derek presented this report, which contains basic information and comparisons from the NorthStar system. There are two sections – COE and NON-COE. We are up from last year. We will see big numbers at the end of this next fiscal year. We have more space to expand and extend our programs.

8. Fundraising Update

George Whitehead, Director of Development, said everyone is out recruiting for money! Since Monday at noon, he has received fundraising requests from Greg Prince for autism, from Hyrum Smith for Tuacahn, from Stephen Wade for Zion Forever, and from Dimon McFerson for St. George Musical Theater. George said he receives requests every day of the week. George mentioned the fundraising efforts he is involved in for Dixie Tech:

- **\$1 million Scholarship Campaign.** George said we had a wonderful Inservice Training meeting earlier this month and talked about our culture and the student experience. He said the student experience won't be complete until we have scholarships and needs-based help for students – that is our next thrust. We set a \$1 million scholarship drive to have an all-scholarship campus (like Uintah Basin). We need money to allow students to complete their certificates. We are in the silent phase of this \$1 million campaign. When we reach \$100,000 we will make a public announcement. We were very successful with our Capital Campaign, and hope to do

it again for the Scholarship Campaign. We hope to receive \$40,000 just from payroll deductions if staff and faculty will give a little each pay period (the payroll deduction form is in the agenda binder). Anything we can get in here allows us to have a budget that can be used in other areas. That is our intention. We also need some honorary chairs (possibly Scott Anderson from Zions Bank or the Governor, for example) to help us let people know we mean business. George said he and Marilyn are on the scholarship committee and see the great need for scholarships. He acknowledged that a \$1 million ask is huge, but if we could get this it would be wonderful.

- **Room Sponsors (naming with logos in lab areas; i.e. trucking bays).** George received a call from the Clyde Company in Orem. They made a donation for the Capital Campaign and they are really interested in wrapping a few things in our facility – we will put the SunRoc name on a bay. We would like to have scholarships for every CDL license we have, and with our annual Hood Stock event, etc.
- **Gifts-in-Kind.** George referred to the pledge form in the binder, which can help people in making donations. He met with Ronda Nielson of the Dixie Foundation, and we can run property donations, etc., through that foundation.

9. Board Member Recommendations/Process

Kelle said we need names of people to be considered as new Board members. Interested applicants must go to Utah.gov to fill out an application and make appointments. The Governor chooses the board members. Kelle would be happy to help people through this process if they are willing to apply. We have three slots open on the Board, and we have five names of interested individuals. Derek asked if one spot is from DSU. Kelle said that is Jon Pike and his term is up, but the Dixie State University Board of Trustees would need to select the person representing DSU on the Dixie Tech Board. Darcy asked if we contact the state to tell them we have some Board members going off the Board. Derek sent that information to the Governor. He said we are the first tech college that needs new Board members this year. Chair Fahrenkamp said there should be some way for us to monitor the process. Derek said whoever is assigned at the Governors office would reach out to the president and ask for their advice, etc. Chair Fahrenkamp asked Kelle to contact the Governor's office about this process.

10. Campus Updates

Kelle gave a campus overview:

- She said there is a positive energy on campus; we have many students and we are doing very well.
- We are meeting with Layton Construction regarding landscaping issues. It seems to be an issue with the water. We changed providers for lawn care and finally got the water on and working. Everything should be warrantied for a year. We have 10-12 dead trees, etc. Owen Olsen is working hard to make sure it is getting remedied.
- We received funding for the north parking lot, so that will be done within three months. It will be finished and landscaped beautifully.
- We received funding for a fence on the west and south perimeters, too.
- Chair Fahrenkamp said north of the sign there is an area where the trash accrues. It is not on our property, but we probably need to clean it up. Kelle said Owen is working on it. Stephen said to get the City involved.

11. Next Meeting

Kelle asked if we should meet on September 5th as originally planned. Stephen asked if we need to meet before the state UTech meeting, which is being held at Dixie Technical College on Thursday, September 20th. Darcy said we should all show up in our shirts and have a reception. Kelle asked if Stephen would invite the UTech Board of Trustees to come the night or morning before the meeting to give them a tour of campus. We could have a nice dinner the night before. Darcy said many of the trustees play golf and he would host a golf outing that afternoon. Stephen said he would love to give a glowing report to the UTech Board. Stephen and Kelle will get together to discuss plans for the UTech meeting. Kelle asked when the next Dixie Tech Board of Directors' meeting should be held? It was decided the meeting would be held on **Monday, September 17 at 3:00 p.m.** An item on that meeting agenda will be to vote for a new vice chair. Kelle said we'll need to go through a nomination process.

12. Meeting adjourned.

At 5:20 p.m., Chair Fahrenkamp called for a motion to adjourn. **Mike Housley moved to adjourn; seconded by Ed Burgess. Action: Approved unanimously.**

Proposed Funding Items, 2018 General Session
 General Fund, Education Fund, and Select Other Sources
 March 5, 2018

	a Funding Item	b EAC 3/5		c
		Ongoing	One-Time	
Business, Economic Development, and Labor				
	Alcoholic Beverage Control			
1	SUCCESS Framework Project - Inventory Control	268,400		
2	Syracuse DABC Store Staffing	650,000		
3	West Valley Store Bond Payment	332,400		83,100
Economic Development				
4	AGRC Mapping Functions	100,000		
5	Better Days 2020			500,000
6	Big Outdoor Expo			200,000
7	CEBA - Center for Education, Business, and the Arts			225,000
8	Columbus Hub of Opportunity			250,000
9	CSG West			150,000
10	Deseret UAS Unmanned Traffic Management (UTM)			1,200,000
11	Economic Development Study			775,000
12	Eliminate Broadband Outreach Center (H.B. 23)	(358,400)		
13	Emerging Leaders Initiative			25,000
14	Film Incentives	200,000		
15	First Utah Robotics			25,000
16	Hill Air Force Base Air Show			250,000
17	Mega-Site Certification Program	225,000		
18	Neighborhood House			800,000
19	Outdoor Innovation Show			25,000
20	Outdoor Recreation Trails, Biking, and Hiking Paths - Rural Utah			175,000
21	Peace House Expansion			900,000
22	Southern Salt Lake County Trails and Recreation			1,250,000
23	Sundance Film Festival	1,000,000		
24	Taste Utah/Teen Chef Pro			350,000
25	Web.com PGA Tournament			125,000
26	Women Tech Council and "SHE Tech"			300,000
27	Youth Bicycle Education and Safety Training and 1,000 Miles Campaign			155,000
Heritage and Arts				
28	150 Year Golden Spike Celebration			1,000,000
29	American West Foundation	7,500		
30	America's Freedom Festival			100,000
31	Ancient Human Remains Recovery and Analysis Personnel	125,000		
32	Center Point Legacy Theatre			100,000
33	Collections Management Personnel	90,000		
34	Days of 47 Rodeo	200,000		
35	Evermore Park			25,000
36	Gigi's Playhouse Down Syndrome Achievement Centers			100,000
37	Hale Center Theater	100,000		
38	Indian Affairs Structural Imbalance	75,000		75,000
39	Loveland Living Planet Aquarium new Science Learning Center			2,000,000
40	Philo Farnsworth Museum			100,000
Commerce				
41	Uniform Commercial Code Updated System	50,000		
Tax Commission				
42	Tax Commission Economist	125,000		

Proposed Funding Items, 2018 General Session
 General Fund, Education Fund, and Select Other Sources
 March 5, 2018

	<i>a</i>	<i>b</i>	<i>c</i>
	Funding Item	EAC 3/5	
		Ongoing	One-Time
Executive Offices and Criminal Justice			
	Attorney General		
43	Attorney General Civil Division	12,402,600	
44	Case Settlement Fees		906,100
45	Children's Justice Center Program (S.B. 81)	99,100	
46	Children's Justice Centers Medical Program Funding	500,000	
47	Internet Crimes Against Children - Netsmartz	380,000	
48	Office Space Lease	120,000	
Corrections			
49	Fully Fund Current Jail Contract Treatment Rate	463,400	
50	Inmate Medical For FY 2018		1,000,000
51	Jail Contracting Costs (Treatment Rate Increase) (H.B. 458)	500,000	
52	Jail Contracting Reduction		(2,500,000)
53	Jail Contracting/Corrections Capacity (w/ intent language)	1,079,500	
54	Restore a Portion of Main Line Item Reduction		500,000
Courts			
55	Court Security		500,000
56	Guardianship Reporting and Monitoring Program	183,700	
Governor's Office			
57	County Incentive Grants		800,000
58	Hospital Response Teams	150,000	
59	Indigent Defense Commission	500,000	500,000
Juvenile Justice Services			
60	Brief Community Interventions - Statewide	2,000,000	
61	Detention Unit Closures		(305,500)
62	Farmington Bay Youth Center	2,887,000	
63	Performance Based Contracts Savings		(1,000,000)
64	Private Providers	1,000,000	
65	Provider Payments (From Closure of Wasatch Youth Center)	2,400,000	
66	Provider Payments (From Reduced Demand for Community Placements)	1,000,000	
67	Southwest Youth Center	2,510,000	
Public Safety			
68	Centralized Evidence Program	500,000	
69	DNA Supplies	581,300	
70	Fire Academy Support	(1,500,000)	1,000,000
71	Firearm Safety Education	24,800	
72	Firefighter Retirement	(3,000,000)	
73	Hire New Public Safety Dispatchers	270,000	
74	Intelligence-based Policing Personnel	220,000	60,000
Board of Pardons and Parole			
75	Electronic Records System		100,400
76	Recruitment/Retention (Hearing Officers, Office Specialist, etc.)	305,800	
77	Staff Increases (Case Analyst, Quality Control Data Analyst) and Funding for Pro-Tempore Board Members	184,500	

Proposed Funding Items, 2018 General Session
 General Fund, Education Fund, and Select Other Sources
 March 5, 2018

<i>a</i>		<i>b</i>	<i>c</i>
Funding Item		EAC 3/5	
		Ongoing	One-Time
Higher Education			
	State Board of Regents		
78	Barriers to Completion	4,763,700	
79	Faculty & Staff Equity Adjustments	1,635,900	
80	Higher Education Tuition Waivers	8,936,300	
81	Intergenerational Poverty Matching Education Savings Plan (S.B. 162)		100,000
82	New Century Scholarship Recipients and Funding	500,000	
83	Regent & New Century Scholarship	3,345,000	
84	State Funding of Campus Compact	(43,000)	
85	Statewide Priority - Utah Academic Library Consortium	650,000	
86	Student Growth & Capacity	9,073,800	
87	Utah Academic Library Funding	71,900	
88	Utah System of Higher Education Base Restoration	4,693,500	
89	Workforce Capacity	9,188,300	
University of Utah			
90	First Star Foster Youth Academy		225,000
91	Poison Control	535,000	
92	University of Utah School of Dentistry	500,000	
Utah State University			
93	Public Lands Research	600,000	
Salt Lake Community College			
94	Online Competency-Based General Education Courses		500,000
95	Salt Lake Community College Teacher Education Initiative	75,000	
Snow College			
96	Snow College Renovation		5,000,000
Utah System of Technical Colleges			
97	SWTech-SUU Liaison Positions	200,000	
98	USTC Employer-driven Program Expansion	3,300,000	
99	USTC Equipment	2,400,000	
100	USTC Student Support	465,000	
101	Utah System of Technical Colleges Scholarship (H.B. 437)	800,000	

Proposed Funding Items, 2018 General Session
 General Fund, Education Fund, and Select Other Sources
 March 5, 2018

	<i>a</i> Funding Item	<i>b</i> EAC 3/5		<i>c</i> One-Time
		Ongoing		
Infrastructure and General Government				
Capital Budget				
102	Davis Technical College Allied Health Building	661,300		33,703,200
103	Heritage and Arts Artifacts and Arts Collections Facility			600,000
104	Mountainland Applied Technology College (MATC) Thanksgiving Point Campus Technology Trades Building	683,700		32,309,300
105	Olympic Legacy Facilities Repairs	2,500,000		6,000,000
106	Utah State University Biological and Natural Resources Renovation	211,700		22,788,300
Debt Service				
107	Debt Service Adjustments			(46,000,000)
Technology Services				
108	DTS Customer Experience Platform Expansion			1,400,000
Transportation				
109	<i>Eastern Utah Connector Highway {Funded from Transportation Fund}</i>			1,700,000
110	<i>Lost Creek Road {Funded from Transportation Fund}</i>			400,000
111	<i>SR 38 Underpass Stansbury Park Elementary School {Funded from Transportation Fund}</i>			400,000
112	Transportation Infrastructure Related to Homeless Center Development			1,400,000

Proposed Funding Items, 2018 General Session
 General Fund, Education Fund, and Select Other Sources
 March 5, 2018

	a Funding Item	b EAC 3/5		c
		Ongoing	One-Time	
Natural Resources, Agriculture, and Environmental Quality				
Agriculture				
113	Agriculture Sprinkler Conversion to Low Evaporative Type			220,000
114	Brand Inspection Program			600,000
115	Grazing Improvement Program	500,000		
116	Staff Support - Agricultural Water Optimization Fund (H.B. 381)			75,000
117	State Fair Park			1,680,000
118	<i>Utah's Predator Control Program {Funded from Wildlife Resources Rest. Acct.}</i>			100,000
Environmental Quality				
119	Air Quality FTE: Stack Test Auditor	118,000		
120	Air Quality FTE: Technical Analysis Scientist	118,700		
121	Air Quality: Science for Solutions	500,000		
122	Air Quality: State Implementation Planning (SIP)	113,300		
123	<i>Algal Blooms Response Funding {Funded from Sovereign Lands Mgmt Acct.}</i>			304,700
124	Commercial Waste Fee Amendments	1,724,200		
125	Local Health Department Supplement	500,000		
126	Mobile Monitoring Data Collection	100,000		
127	<i>Water Quality Research on Utah Lake {Funded from Sovereign Lands Mgmt Acct.}</i>			500,000
Natural Resources				
128	2017 Wildfire Suppression and Remediation Costs			19,400,000
129	Bear Lake Recreation Improvements			400,000
130	Canal Amendments (S.B. 96)	25,500		
131	Carbon Canal Diversion Reconstruction			588,900
132	<i>Catastrophic Wildfire Reduction Strategy {Funded from Sovereign Lands Mgmt Acct.}</i>			500,000
133	<i>Great Salt Lake Research {Funded from Sovereign Lands Mgmt Acct.}</i>	50,000		100,000
134	Hanna Culinary Waterline Extension			1,500,000
135	Jordan River Recreation Park (H.B. 216)	500,000		500,000
136	Sage Grouse State Plan			2,000,000
137	<i>Watershed Restoration Initiative (WRI) {Funded from Wildlife Resources Rest. Acct.}</i>			2,000,000
138	Wild Horses and Burros Management			250,000
Public Lands Policy Coordinating Office				
139	Legal Defense (Myton and Duchesne)			200,000
140	Operations Funding	900,000		
141	PLPCO - NGO - Funding			350,000
142	State and County Resource Management Plan (H.B. 249)	120,000		450,000
Gov Office of Energy Development				
143	Coal to Carbon Fiber			500,000
144	State Energy Program Grant - State Match	18,200		

Proposed Funding Items, 2018 General Session

General Fund, Education Fund, and Select Other Sources

March 5, 2018

	<i>a</i> Funding Item	<i>b</i> EAC 3/5		<i>c</i> One-Time
		Ongoing		
Public Education				
	Minimum School Program			
145	Beverly Taylor Sorenson Arts Learning Program	500,000		50,000
146	Consensus Enrollment Growth	33,488,500		2,556,100
147	Dual Language Immersion Expansion	450,000		
148	Elementary Counseling and Trauma-Informed Practices (H.B. 264)	2,100,000		
149	Enhancement for At-Risk Students	9,000,000		
150	Funding Increase for Public Education	124,000,000		
151	Necessarily Existent Small Schools	250,000		
152	State Capitol Field Trips	(150,000)		
153	Teacher Salary Supplement (H.B. 233)	7,800,000		
154	Teacher Supplies & Materials	500,000		
State Board of Education				
155	Digital Math	1,000,000		
156	Fine Arts Outreach (POPS)	60,000		
157	iSEE Student Outreach Expansion	190,000		
158	Learning Management System Support	1,900,000		
159	SAFE UT APP Promotion Funds	175,000		
160	State Board Program Support FTEs	543,000		543,000
161	Statutory Increase for Carson Smith Scholarship	350,000		
162	STEM Lab Pilot			250,000
163	ULEAD (H.B. 408)	500,000		
164	UPSTART	2,000,000		
165	USDB Springville School (14th Classroom, completed hallways)			713,000
166	Utah State Instructional Materials Access Center (USIMAC) Expansion	450,000		500,000
167	Youth Impact			225,000

Proposed Funding Items, 2018 General Session

General Fund, Education Fund, and Select Other Sources

March 5, 2018

<i>a</i>		<i>b</i>		<i>c</i>
		EAC 3/5		
Funding Item		Ongoing	One-Time	
Retirement and Independent Entities				
Utah Education and Telehealth Network				
168	Equipment			2,000,000
169	Network Operations Center 24/7 Staffing - Stage 2	300,000		
170	New Circuits and Sites (New Schools and Upgrades)	650,000	700,000	

Proposed Funding Items, 2018 General Session

General Fund, Education Fund, and Select Other Sources

March 5, 2018

	a Funding Item	b EAC 3/5		c
		Ongoing	One-Time	
Social Services				
Health				
171	32 More Medicaid Clients in Community Supports Waiver	651,000		(160,000)
172	Cannabinoid Product Board Membership Amendments (H.B. 25)	61,200		
173	Childrens Health Insurance Program (CHIP) Future State Match	13,200,000		(13,200,000)
174	Family Planning Medicaid Waiver (H.B. 12)	842,600		(202,900)
175	Health Care Workforce Financial Assistance Program			250,000
176	Medicaid Caseload, Inflation and Program Changes (Medicaid Consensus)	22,100,000		3,200,000
177	Medically Complex Children Waiver (H.B. 100)	2,041,600		
178	More Frequent Inspections for Assisted Living Facilities and Personal Care Agencies	150,000		
179	UCOOP for Outreach, Diversion and Partnerships to Support the Utah DEA360 Program			500,000
180	Utah Anti-Bullying Coalition			150,000
Human Services				
181	Best Buddies - Utah School Inclusion Project	50,000		
182	Children in Family Treatment Programs			884,900
183	Children's Service Society			500,000
184	Continuation of the Medication Assisted Treatment			1,000,000
185	Disabilities Direct Care Staff Salary Increase - Phase IV	1,500,000		
186	Disabilities Transportation Funding	350,000		
187	Disability Services: Additional Needs and Youth Aging Out	7,160,900		(77,000)
188	Disability Services: Waiting List	2,000,000		
189	Domestic Violence - Essential Victim Services Funding	1,480,100		
190	Forensic Competency Restoration	5,000,000		(2,500,000)
191	Hildale Family Resource Facilitators			300,000
192	Mental Health Crisis Line Amendments (H.B. 41)	2,380,000		477,700
193	Nutrition for Elderly (Meals on Wheels)	300,000		
194	Psychiatric Technician Wages at the Utah State Hospital	600,000		
195	Telehealth Mental Health Pilot Program (H.B. 308)			590,000
196	The Children's Center	250,000		0
Workforce Services				
197	Independent Living Assistive Technology Program	800,000		(800,000)
198	Independent Living Centers	475,000		(475,000)
199	Operation Rio Grande Changed from \$10m to \$10.5m per Jonathan Ball 3/3/2018	0		10,500,000
200	Reduce General Assistance Balance			(1,160,200)
201	The Inn Between	100,000		975,000
202	The Switchpoint Community Homeless Resource Center			300,000
203	Work is the Way Initiative	80,000		

Proposed Funding Items, 2018 General Session

General Fund, Education Fund, and Select Other Sources

March 5, 2018

	a Funding Item	b EAC 3/5		c
		Ongoing	One-Time	
Executive Appropriations				
	Capitol Preservation Board			
204	Event Support Specialist	33,300		
205	School Children Capitol Field Trip Visits	200,000		
	Legislature			
206	Constitutional Revision Commission (S.B. 23)	(6,000)		
207	International Travel Liaison	120,000		
208	Interstate Compact for Education	17,000		
209	Intervention as a Matter of Right (S.B. 171)	700,000		
210	Legislative Research and General Counsel Computer Equipment	65,000		
211	Legislative Research and General Counsel Redistricting Equipment and Software			350,000
212	Staff Retention	550,000		
213	Utah State Capitol Personnel and Renovation	2,000,000		1,750,000
	Utah National Guard			
214	Nonlapsing Balances from National Guard			90,000
215	Operation and Maintenance for National Guard Special Forces Readiness Center	198,000		(148,500)
216	Recruiting Reductions	125,000		
	Veterans' and Military Affairs			
217	Efficiency Savings - Veterans Initiatives			75,000
218	National Ability Center			500,000
219	Veteran First-Time Home Buyer Program			500,000

UTAH SYSTEM OF TECHNICAL COLLEGES



AGENDA ITEM

USTC BOARD OF TRUSTEES 15 March 2018

ITEM L

TOPIC: Replacement of USTC Certificate Attainment Goal

BACKGROUND

The USTC Board of Trustees on 12 January 2017 approved a goal of increasing annual certificate attainment to at least 11,492 awards by 2020 for inclusion in Governor Herbert's Utah Education Plan, a revision from previous goals. (See details in [January 2017 meeting agenda](#).)

On 13 September 2017 the Board approved a set of USTC Goals and Metrics, in connection with efforts by the Legislative Education Interim Committee and the Governor's Education Excellence Commission to develop statewide metrics (see details in [September 2017 meeting agenda](#)). The goals include a "Graduate Attainment" metric for 75% growth in annual graduates by 2028. Providing for revisions to reporting policies, the baseline data for the goals and metrics were adjusted in the December 2017 USTC Annual Report, which places the 75% increase at 8,663 graduates in 2028 (see details in [December 2018 Annual Report](#), page 23). Note that under the policy revisions, the goal is no longer defined to represent the *total number of certificates awarded*, but is now the *number of students who graduated with a certificate*, thereby controlling for students who earned more than one certificate.

The current, approved "Graduate Attainment" goal supersedes the metric and need for the previously-approved Certificate Attainment Goal. Eliminating the previous Certificate Attainment Goal will clarify USTC's objectives and provide consistent aspirations and reporting.

RECOMMENDATIONS

USTC Administration recommends that the Board eliminate the previously-approved USTC "Certificate Attainment Goal", to be superseded where it is used by the current USTC Goals and Metrics.



UTAH SYSTEMS OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018

ITEM H

TOPIC: Revisions to USTC Policy 111, Technical College Presidents – Selection

BACKGROUND

USTC Policy 111, Technical College Presidents – Selection, was adopted by the Board of Trustees in early 2017 and establishes procedures whereby technical college presidential vacancies are filled. The Office of the Commissioner has identified areas therein that are not in alignment with Utah statute governing presidential appointments (UCA 53B-2a-107[1]) and has proposed revisions thereto to correct this discrepancy. Additional changes are proposed to relieve burdensome time constraints, ensuring a large pool of qualified applicants as well as presidential search committee members' ability to thoroughly review application materials and screen applicants.

Proposed revisions to Policy 111 include:

- Requiring an equal number of members of the Board of Trustees and members of a technical college's board of directors to serve on a presidential search committee [the policy already requires an equal number, three from each board, but proposed revisions now remove the exact number prescription];
- Expanding the temporal window to accept applicants from 30 days to a *minimum* of 30 days and until a deadline established by the presidential search committee;
- Providing additional time for the Office of the Commissioner to distribute application materials to presidential search committee members;
- Providing additional time for committee members to score applicants;
- Prescribing the process by which a presidential search committee identifies applicants to recommend for full Board consideration;
- Establishing meetings between finalists and college faculty/staff and directors prior to the Trustees' interview; and
- Eliminating interviews and candidate scoring conducted by a local board of directors, instead providing that two members thereof participate in the Trustees' interviews as required in UCA 53B-2a-107(1)(b)(iii).

RECOMMENDATION

USTC Administration recommends that the Board of Trustees adopt the proposed revisions to USTC Policy 111, Technical College Presidents – Selection, with immediate effect.

Attachments: USTC Policy 111, Technical College Presidents – Selection (proposed revisions are clearly identified)



POLICIES

Subject:	Technical College Presidents – Selection
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111.1 Purpose

To provide for the search for and selection of technical college presidents by the Utah System of Technical Colleges Board of Trustees (UCA 53B-2a-107[1]).

111.2 Approval

USTC Board of Trustees approval: January 12, 2017. Revised: September 13, 2017; March 15, 2018
(Pending).

111.3 References

UCA 53B-2a-107, Technical College Presidents – Appointments – Duties
UCA 53B-4, Open and Public Meetings Act
USTC Policy 110_a – Technical College President Functions
USTC Policy 113_a – Technical College President Compensation

111.4 Presidential Vacancy

- 4.1 President Notification of Planned Vacancy:** It is the preference of the Board of Trustees that a technical college president inform the Commissioner of Technical Education via written communication of his or her intention to vacate the president's position as early as possible, preferably at least six months before the effective date.
- 4.2 Notification to Boards of Presidential Vacancy:** Within 24 hours of notification of a planned or unplanned presidential vacancy, the Commissioner of Technical Education shall inform all members of the UCAT-USTC Board of Trustees and the president's technical college board of directors via email of the vacancy and of provisions for leadership continuity and selection of a replacement as set forth in this policy.
- 4.3 Leadership Continuity**
 - 4.3.1 Unplanned Vacancy or Incapacitation:** In the event of a technical college president's unplanned vacancy or short-term unavailability to serve, the Commissioner shall, within 48 hours and after consultation with the chair of the technical college board of directors and with the approval of the Chair of the Board of Trustees, designate a vice president or other senior executive of the college to function in the capacity of the president until a new president or acting president is appointed.
 - 4.3.2 Acting President:** For a vacancy that is expected to exceed four weeks, the college board of directors shall, within two weeks of notification (111.4.2), submit to the Board of Trustees in nomination the names of individuals who could serve as acting technical college president. The Board of Trustees shall, within one week of receiving nominations, select an acting technical college president. ~~nominate an acting president to be approved by the USTC Board of~~



POLICIES

Subject:	Technical College Presidents – Selection
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~~Trustees within one week after the nomination.~~ The acting president shall commence service immediately upon the Board of Trustees' approval until a new president is appointed (as provided in this policy) and begins service. The acting president's compensation shall be set during the term of service at the minimum salary in the range established for that technical college president's position (as provided in Policy 113), or ten percent above the acting president's salary prior to assuming the position, whichever is greater.

111.5 Presidential Search and Recommendation of Finalists

5.1 Search Committee

- 5.1.1 Committee Appointment:** The Chair of the USTC Board of Trustees, after consultation with the Commissioner of Technical Education and the chair of the technical college board of directors, and with the approval of the Board of Trustees, shall appoint a Presidential Search Committee and committee leadership within ~~two weeks~~ thirty days of a presidential vacancy notification (111.4.2).
- 5.1.2 Committee Composition:** The Presidential Search Committee shall, in accordance with UCA 53B-2a-107(1)(b)(i), consist of ~~three members of the UCAT Board of Trustees, three an equal number of Board of Trustees members and~~ members of the technical college board of directors, ~~(to include the chair and vice chair), the Commissioner of Technical Education, and up to five~~ Additional Committee members may include technical college faculty, students, or other individuals representing college stakeholders such as technical college faculty, staff, students, community leaders, education partners, advisory boards, etc.
- 5.1.3 Committee Leadership and Staffing:** The leadership of the Presidential Search Committee shall be appointed by the Chair of the USTC Board of Trustees from among the members of the Committee, with one of the Trustees serving as the chair, and the chair of the college board of directors as the vice chair. The Commissioner shall ~~appoint~~ provide one or more members of the Commissioner's staff to serve as staff support to the Committee.
- 5.1.4 Committee Duties:** The responsibility of the Presidential Search Committee shall be, as detailed in this policy, to search for qualified candidates for the technical college president position, and to recommend up to four ~~finalists~~ applicants for further consideration by the USTC Board of Trustees. The Committee shall meet within two weeks of its appointment to: (1) finalize the position posting and application requirements using a template similar to 111.7; (2) develop the schedule for the search and selection process set forth in this policy, to be completed in three to four months (or as determined by the Committee) at a regular or special meeting of the USTC Board of Trustees scheduled with the Chair of the Board of Trustees; and (3) determine the criteria



POLICIES

Subject:	Technical College Presidents – Selection
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for which applications and interviews will be scored by the Committee in 111.5.3 and 111.5.4.

5.1.5 Confidentiality: The Presidential Search Committee shall keep all information about applicants ~~and nominees~~ strictly confidential during and after the search process.

5.2 Recruitment of Candidates: The Office of the Commissioner of Technical Education shall advertise and recruit applicants for the position ~~as directed by the Presidential Search Committee~~, with consideration to national, regional, and statewide educational, professional, and industry channels. Postings shall announce the availability of the position and an invitation to all interested persons to apply for the position ~~or to nominate others~~. Applications ~~or nominations~~ shall be made to the USTC Commissioner's Office and shall be accepted until the deadline established by the ~~e~~Committee. Acceptance of applications for the position shall last for a minimum of close after 30 days, and shall close upon a deadline established by the Committee unless it is determined by the Presidential Search Committee that qualified applicants have not been received, upon which the application process may be extended.

5.3 Screening of Applications

5.3.1 Review of Applications: The Office of the Commissioner shall, within ~~two one~~ two weeks of the application deadline, provide the Presidential Search Committee members electronically with: (1) confidential files containing each application received that met the basic requirements of the process, as determined by the USTC Commissioner and staff; (2) a list of those that did not meet the basic requirements; and (3) the criteria for scoring the applications, as determined in 111.5.1.4(3).

5.3.2 Scoring of Applications: Each search committee member shall, within ~~two one~~ two weeks of receiving the files, confidentially submit applicants' scores to the Office of the Commissioner.

5.3.3 Selection for Search Committee Interviews: The Presidential Search Committee shall meet electronically or in person to review applicants' cumulative scores (111.5.3.2) and, after discussion, identify a group of up to eight candidates to be interviewed by the Committee.

5.4 Search Committee Interviews and Recommendations: The USTC Commissioner shall notify all applicants whether they were selected for interviews ~~in under~~ 111.5.3.3; and will schedule the interviews with the Presidential Search Committee within one to two weeks following the screening. The Presidential Search Committee shall confidentially interview the candidates utilizing a standardized question and answer form designated in 111.5.1.4(3), ~~with metrics for scoring the candidates~~. After concluding the interviews and discussing applicants' qualifications, Committee members shall vote by anonymous ballot on each interviewee who has indicated his or her willingness to serve as president. The



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~~voting procedure shall be as follows; the Committee shall review the scores, discuss the candidates, and identify up to four finalists, which the Committee chair shall recommend to the Chair of the Board of Trustees for consideration by the full USTC Board.~~

~~5.4.1 Each Committee member shall write the name of the candidate on one side of a sheet of paper.~~

~~5.4.2 On the other side of the sheet of paper, each Committee member shall answer the question, "Is this applicant fully qualified to be president of this institution?", by writing the word "yes" or "no."~~

~~5.4.3 All papers will be folded and handed to the Committee staff support appointed by the Commissioner (111.5.1.3). The Committee staff support and the chair will then compile the responses.~~

~~5.4.4 The chair shall then announce to the Committee the names of those candidates that received a majority of "yes" responses to the question. The response counts on other candidates shall not be reported to the Committee.~~

~~5.4.5 After further discussion regarding the qualified candidates as identified in 111.5.4.4, the anonymous ballot voting process is repeated using the question, "Relative to the other remaining applicants, is this applicant sufficiently qualified to be recommended to the Board of Trustees for further consideration?", until the Committee agrees upon at least three but not more than four candidates to recommend to the Board of Trustees as persons qualified to serve as president of the institution.~~

~~5.4.6 The Committee chair shall report to the Board of Trustees the results of the voting of the Presidential Search Committee on all candidates that were interviewed.~~

~~5.4.7 Unless the Board of Trustees calls upon the Committee for more information, or unless the Board votes to recommence the presidential search process, the work of the Presidential Search Committee shall be finished after it has concluded its balloting on each candidate and submitted its written report and recommendations to the Board.~~

111.6 Consideration of ~~Finalists-Recommended Applicants~~ and Presidential Appointment

- 6.1 ~~Finalist-Notification and Interview Scheduling of Recommended Applicants~~ Notification and Interview Scheduling of Recommended Applicants: After the Presidential Search Committee ~~identifies finalists~~ recommends up to four applicants for full USTC Board consideration (111.5.4), the Commissioner shall notify all ~~candidates~~ applicants whether they were recommended ~~for further interviews as finalists~~. For each ~~finalist recommended applicant~~, the Commissioner shall: (a) inform the ~~finalist applicant~~ of the salary range currently specified for the technical college's president under USTC Policy 113;



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(b) verbally confirm with the finalist-applicant his or her willingness to be considered for compensation in the starting salary range prescribed in USTC Policy 113, or the finalist's applicant's rationale for consideration of another starting salary; (c) verbally confirm with the applicant his or her willingness for his or her name being made available to the public as the applicant meets with college faculty/staff and directors (111.6.4-5); and (ed) schedule finalists' the applicant's meetings with college faculty/staff and directors, and the applicant's interviews with the USTC Board of Trustees (111.6.4-6).

6.2 Notification and Transmittal to Boards: The Commissioner of Technical Education shall confidentially notify the members of the Board of Trustees and the college board of directors of the finalist-recommended applicant selection and interview schedule; shall transmit to them the confidential application materials for each finalist-recommended applicant; and shall, with the chairs of the Board of Trustees ~~and college board of directors and in consultation with each board~~, develop standardized questions and metrics for ~~each board to utilize~~ use in the finalist-applicant interviews specified in 111.6.4.

6.3 Reference/Background Checks: Utilizing the USTC Commissioner's staff and/or a professional provider, the Commissioner, within one week of finalist-recommended applicant selection and for each applicant-finalist, shall confidentially: (a) conduct a criminal background check in accordance with statutory and college requirements; (b) contact the applicant's-finalist's previous employers and references; and (c) conduct a review of internet and social media. The three checks may be done simultaneously.

6.4 ~~Finalist Meetings with College Faculty/Staff and the Board of Directors:~~ Each applicant recommended for further Board of Trustees consideration shall, prior to being interviewed by the Board, meet informally with college faculty and staff to tour the technical college, introduce him/herself, and answer questions from college employees.

6.5 ~~Meeting with the College Board of Directors:~~ Each applicant recommended for further Board of Trustees consideration shall, prior to being interviewed by the Board, meet with the technical college's board of directors in a closed session thereof (in accordance with UCA 52-4-204 through 206) to introduce him/herself, discuss his/her professional competence to serve as technical college president, and answer questions from board members. A member of the USTC Commissioner's staff shall be assigned to report to the Board of Trustees observations made by the board of directors (111.6.6.3[c]).

6.6 Interviews of Recommended Applicants

6.46.1 Confidentiality: The Presidential Search Committee, college board of directors, USTC Board of Trustees, and all others participating in the interview and selection process shall keep all information about applicants ~~and nominees~~ strictly confidential during and after the search process.

6.46.2 ~~Scheduling and Notice of USTC Board Meetings:~~ The Chair of the Board of Trustees shall, after consultation with the chair of the college board of directors and the Commissioner of Technical Education, schedule the interviewing of the



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~~recommended applicants~~finalists and potential selection of a technical college president at a regular or special meeting ~~jointly~~ of the Board of Trustees ~~and the college board of directors~~ on location at the technical college's main campus one to four weeks after the Presidential Search Committee's recommendation of ~~applicants to further interview~~finalists (111.5.4). ~~Each board~~ The Board shall convene and provide public notice of the meeting in accordance with the Utah Open and Public Meetings Act (UCA 52-4-202) and USTC bylaws (USTC Policy 101.8.8-11)~~its own policies and bylaws~~.

6.46.3 ~~Joint Meeting of Boards~~ USTC Board Meeting: The USTC Board of Trustees shall convene in open session ~~jointly with the college board of directors~~. ~~Each board shall~~ then vote to move to closed session for discussion of ~~the finalists'~~applicants' character and professional competence, as provided in UCA 52-4-205(1)(a). In accordance with UCA 53B-2a-107(1)(b)(iii), two members of the technical college board of directors, as appointed by the chair of the board of directors, shall join the Board in closed session and participate in recommended applicants' interviews.

(a) *Commissioner Briefing:* The Commissioner of Technical Education shall, while ~~the Board is~~both boards are combined and in closed session, report ~~to both boards~~ on proposed salary expectations (111.6.1[b]), the reference and background checks (111.6.3), and any other input received regarding the character and professional competence of each ~~finalist~~applicant.

(b) *Board of Trustees Interviews:* ~~After the USTC Commissioner's briefing, the~~The Board of Trustees ~~and the two appointed members of the technical college board of directors (111.6.4.3) shall, after the USTC Commissioner's briefing, dismiss the college board of directors and others present to another room and~~ interview each finalist in closed session, utilizing a standardized question and answer form with metrics developed for the Board in 111.6.2. In accordance with the Utah Open and Public Meetings Act (UCA 52-4-202), the Board shall not take any action during the closed session to vote on ~~finalists, applicants~~ but shall limit discussion to individual Board members' observations and assessments of the ~~finalists'~~applicants' character and professional competence.

(c) *Board of Directors' Observations:* After Board discussion of each interviewed applicant, a report made by a member of the Commissioner's staff detailing observations made by members of the technical college's board of directors upon meeting with each applicant (111.6.5) will be shared with the Board of Trustees. Further information on directors' impressions of candidates' qualifications may be provided by the college directors participating in the Board of Trustees' interviews (111.6.6.3).



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~~(c) *College Board of Directors and Other Stakeholder Interviews:* In accordance with the statutory provision for at least two members of the technical college board of directors to participate in Board of Trustees' interviews of finalists (UCA 53B-2a-107[1][b][iii]), the college board of directors shall, after the Commissioner's briefing, move to a separate room to interview each finalist in closed session, utilizing a standardized question and answer form with metrics developed for the board in 111.6.2. Other stakeholder representatives (111.5.1.2) may, at the discretion of the college board's chair, be designated to participate in the college board interviews. In accordance with the Utah Open and Public Meetings Act (UCA 52-4-202), the board shall not take any action during the closed session to vote on finalists, but shall limit discussion to individual board members' observations and assessments of the finalists' character and professional competence.~~

~~**6.4.4** *College Board Consultation:* After the college board has completed its interviews and discussion, the college board chair or designee shall consult with the USTC Board of Trustees in closed session on behalf of the college board regarding the character and professional competence of each of the finalists.~~

6.75 Appointment of President: In accordance with UCA 53B-2a-107(1)(b)(iv), the Board of Trustees shall, after ~~the consultation with the chair of the technical college board of directors (111.6.4.4), and after Board of Trustees~~ discussion of ~~the finalists~~applicants' character and professional competence, return from closed session into open meeting in compliance with UCA 52-4. The Board shall then vote: (1) to appoint a technical college president; and (2) to authorize the Chair and Vice Chair of the Board of Trustees, in ~~cooperation-consultation~~ with the chair of the college board of directors and ~~in consultation with~~ the Commissioner of Technical Education, to negotiate and finalize the technical college president's compensation within the range and parameters provided in USTC Policy 113, with consideration to the college's budget. In accordance with statute, only voting members of the Board of Trustees may vote in the selection of the president, after having considered input provided. In the event the Board of Trustees does not appoint a technical college president, it shall specify additional action to be taken to identify and appoint a president.

111.7 Position Posting and Application Template: As provided in 111.5.1.4(1), the Presidential Search Committee shall establish position posting and application requirements using a template similar to the following:



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College Logo Here

(College Name)
PRESIDENT SEARCH

The Utah System of Technical Colleges (USTC) Board of Trustees and the _____ Technical College (__TECH) Board of Directors, in consultation with the USTC Commissioner of Technical Education, are accepting applications for the position of Technical College president.

In support of the _____ Technical College’s mission, “_____,” the institution serves _____, _____, and _____ Counties from a main campus in _____ and branch campuses in _____ and _____. The college provides upwards of _____ hours of instruction each year to more than _____ part-time, full-time, adult, and secondary students. _____ Technical College offers _____ accredited occupational certificate programs and many other skills training courses.

PRESIDENT PROFILE

The _____ Technical College president is the executive officer of the __TECH Board of Directors and the chief administrative officer of the college. The president is appointed by the USTC Board of Trustees, after consultation with the local Board of Directors. The president serves at the discretion of the USTC Board of Trustees, ~~in cooperation with the college Board of Directors~~ and administers the day-to-day operations of the college. In consultation with the local Board of Directors, the president administers the human resource policies and employee compensation plans in accordance with the requirements of the Board of Trustees. In addition, the president needs to be an innovative leader committed to meeting the technical education needs of regional employers and be involved in strengthening business and industry competitiveness.

Required Qualifications:

- Extensive experience in career and technical education.
- A _____ degree is _____ [preferred or required, as determined by local Board – or consideration of related experience].
- Proven record of administrative and leadership experience at a senior management level.
- Successful experience in budgeting, strategic and long-range planning, and managing fiscal resources.
- An understanding and commitment to the mission of an established, multi- campus technical college.



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- Strong communication and interpersonal skills, and a demonstrated ability to interact effectively with faculty, students, staff, the Board of Directors, the USTC Commissioner, the USTC Board of Trustees, government and education officials, employers, and the community at large.

Primary Responsibilities:

- [Bulleted list to include each of the functions specified in UCAT Policy 110 – Technical College President Functions, adapted to the specific college and including any other priority responsibilities identified by the college Board or Directors and USTC Board of Trustees]

For a complete list of college president functions, go to _____ [\[URL location of USTC Policy 110, Technical College Presidents – Functions\]](#).

APPLICATION PROCESS:

To be considered, each applicant must submit the following:

- Cover Letter
- Current Resume
- Written description of how the candidate meets each of the required qualifications and primary responsibilities listed above, using specific examples.
- List the names and phone numbers of six references who can be contacted.

Salary and benefits will be competitive. All application materials will be treated confidentially. A background check will be required for finalists. Additionally, finalists' names will be available to the public as the candidate meets with college faculty/staff and members of the technical college board of directors as part of the interviewing process. A finalist's unwillingness for his/her name to be made available to the public may preclude the applicant from consideration for the position.

To ensure full consideration, application materials should be submitted by 5:00 PM (MDT/MST) on _____ (date).

For further information visit: www.ucat.edu www.utech.edu.

Please submit completed applications by e-mail to:

_____ [Name], Executive Assistant to the Commissioner of Technical Education
Utah System of Technical Colleges

Email: _____ | Phone: (801) 341-~~604~~ 26000



SOUTHWEST TECH

SOUTHWEST TECHNICAL COLLEGE

January 11, 2018

Dear Commissioner Woolstenhulme,

The programs in the attached list are submitted for approval **to be taught in a Traditional and/or Hybrid format**. These programs are currently approved by the Council of Occupational Education (COE) in a Traditional, face-to-face, mode. COE defines Hybrid delivery as 49% or less of the program offered in a distance format. In the case of these programs, many of the didactic portions of the course including lectures, readings, videos, worksheets, and some quizzes can be completed by the student via Canvas or other methods outside the classroom. Therefore, we are seeking Hybrid approval for these programs. A change in the delivery mode is considered a substantive change by COE.

We have had these programs approved by our local Board of Directors. The minutes indicating their approval is also attached to this letter.

If you have any further questions or concerns, please let me know. Thanks,

Sincerely,

Will Pierce

Vice President of Instruction
Southwest Technical College



OFFICE OF THE COMMISSIONER

February 14, 2018

Brennan Wood, President
Southwest Technical College
510 West 800 South
Cedar City, Utah 84720
bwood@stech.edu

Approval of Southwest Technical College Programs for Hybrid Delivery

As directed and authorized by the Utah System of Technical Colleges Board of Trustees (USTC Policy 200.5.2.3), the USTC Commissioner's Office has reviewed Southwest Technical College's request for approval of substantive changes to the programs shown on the list attached hereto, for delivery in a hybrid format.

The policy calls for substantive changes to *financial-aid-eligible* programs to be approved by the USTC Commissioner. Accordingly, we have reviewed the relevant program approval criteria established by the Board of Trustees as specified in Policy 200.6 with respect to the **14 programs listed that are 600 hours or greater.** We concur that the proposal satisfies the agreed-upon criteria, and I hereby approve the substantive changes for hybrid delivery to those programs. As financial-aid-eligible programs, this constitutes final approval by the Utah System of Technical Colleges, and the changes may be implemented upon approval by the Council on Occupational Education.

As provided in the policy, we will submit the program approval documentation to the USTC Board of Trustees in their next regularly scheduled meeting on March 15th as an information item.

For substantive changes to "programs that are less than 900 hours and are not eligible for federal financial aid, ... final approval is delegated to the college board" (USTC Policy 200.5.2.1). Accordingly, we have reviewed the documentation for the other six programs, and hereby concur that the approvals of each program's changes by the Southwest Technical College Board of Directors on November 14, 2017, constituted final approval.

The Southwest Technical College programs listed have therefore complied fully with USTC program approval policies, and for purposes of USTC as the state post-secondary approval agency for technical colleges, they are duly authorized to be provided by the college.

A handwritten signature in black ink, appearing to read "Dave Woolstenhulme", with a long horizontal flourish extending to the right.

Dave R. Woolstenhulme, Ed.D.
Commissioner of Technical Education

c: Will Pierce, Southwest Technical College Vice President of Instruction and Accreditation

2019 Programs for Hybrid Approval

Program	Location	Delivery Mode	Hours
Advanced Emergency Medical Technician - AEMT	Main Campus	Traditional/Hybrid	166
Aircraft Assembler	Main Campus	Traditional/Hybrid	160
Automotive Technician	Stech Extention	Traditional/Hybrid	1444
Business	Main Campus	Traditional/Hybrid	630
Business Specialist	Main Campus	Traditional/Hybrid	930
Computer Science – Information Technology	Main Campus	Traditional/Hybrid	930
Culinary Arts	Main Campus	Traditional/Hybrid	1030
Digital Media	Main Campus	Traditional/Hybrid	630
Digital Media Specialist	Main Campus	Traditional/Hybrid	930
Emergency Medical Technician - Basic	Main Campus	Traditional/Hybrid	214
Industrial Maintenance and Automation	Main Campus	Traditional/Hybrid	630
Medical Clinical Assistant	Main Campus	Traditional/Hybrid	960
Nursing Assistant	Main Campus	Traditional/Hybrid	120
	Beaver		
	Milford		
	Tropic		
	Escalante		
	Panguitch		
	Kanab		
	Orderville		
Parowan			
Phlebotomy	Main Campus	Traditional/Hybrid	100
Practical Nursing	Main Campus	Traditional/Hybrid	930
Prehospital Emergency Care	Main Campus	Traditional/Hybrid	805
Production Welder	Main Campus	Traditional/Hybrid	910
Professional Truck Driving	Stech Extention	Traditional/Hybrid	180
Structural Steel and Pipe Welding	Main Campus	Traditional/Hybrid	1330
Welding Essentials	Main Campus	Traditional/Hybrid	605



UTAH SYSTEMS OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018

ITEM J

TOPIC: Revisions to USTC Policies 101 and 580

BACKGROUND

In December 2017 the Utah System of Technical Colleges administrative office moved from Lehi, Utah to its current location in downtown Salt Lake City, Utah as authorized by the Board of Trustees on June 22, 2017. The office relocation necessitates revision to USTC Policy 101, Bylaws, wherein the principle office of the Utah System of Technical Colleges is established. Additional non-substantive revisions to USTC Policy 101 are proposed to enforce consistency with formatting decisions inherent to all other USTC policies.

Additional revisions to USTC Policy 580, USTC Administration Office Acceptable Use, are also required consequent to the office move to Salt Lake City. Whereas the former office located in Lehi was owned by the Utah System of Technical Colleges, the current office location is leased space. Therefore, renting USTC office space to external organizations for meetings/workshops/retreats is inappropriate and could violate the terms of the lease agreement. Provisions allowing for the rental of office space have been removed, though external organizations may continue to hold events at the USTC office provided they further USTC's mission to meet the needs of Utah's employers for technically-skilled workers and to promote local and statewide economic development by providing market-driven technical education to secondary and adult students (USTC Policy 100.2). Other non-substantive technical and conforming changes are also proposed.

RECOMMENDATION

USTC Administration recommends that the Board of Trustees adopt the proposed revisions to USTC Policy 101, Bylaws, and USTC Policy 580, USTC Administration Office Acceptable Use, with immediate effect.

Attachments: USTC Policy 101, Bylaws (proposed revisions are clearly identified)
USTC Policy 580, USTC Administration Office Acceptable Use (proposed revisions are clearly identified)



POLICIES

Subject:	Bylaws
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101.1 Purpose

To provide bylaws for the governance of the Utah System of Technical Colleges.

101.2 Approval

USTC Board of Trustees approval: November 7, 2007. Revised: June 18, 2009; September 22, 2011; June 12, 2014; September 18, 2014; April 6, 2016; June 8, 2016; January 12, 2017; September 13, 2017; March 15, 2018 (pending).

101.3 References

UCA 53B-2a-103, Utah System of Technical Colleges Board of Trustees – Membership – Terms – Vacancies – Oath – Officers – Quorum – Committees – Compensation.

101.4 ~~ARTICLE I: Physical Offices~~

The principal office of The Utah System of Technical Colleges (the "System") shall be located in Utah Salt Lake County, State of Utah. The current address of the principal office is:

Utah System of Technical Colleges
~~2801 Ashton Boulevard~~310 South Main Street, Suite 1250
Lehi Salt Lake City, Utah 8404384101

However, the Board of Trustees of the System may change the location of the principal office and/or establish additional offices as the business of the System may require. The office of the registered agent of the System, required by Utah Law to be maintained within the State of Utah is, but need not be, identical with the principal office of the System. The address of such registered agent may be changed from time to time by the Board of Trustees.

101.5 ~~ARTICLE II: Purposes~~Establishment of the Utah System of Technical Colleges

The Utah System of Technical Colleges (USTC) is a body politic and corporate and state institution of higher education, organized by the Utah State Legislature in 2001 under Title 53B of the laws of the State of Utah governing the state system of higher education (the "Act"). It is subject to oversight by the Utah Legislature and the State Auditor. Furthermore, the System is to act and operate exclusively for charitable, educational, or scientific purposes as described in the provisions of Section 501(c)(3) of the United States Internal Revenue Code, as amended or the corresponding provisions of any future Internal Revenue Law. The System shall operate exclusively as an educational institution for the sole benefit of the public purposes of the State of Utah and shall not engage in operations or activities which are beyond or not in furtherance of the purposes described in Section 501(c)(3).

101.6 ~~ARTICLE III: Powers~~of the Utah System of Technical Colleges



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Exclusively in furtherance of the purposes described in these Bylaws, by way of illustration and not by limitation, the System may lease or own real or personal property necessary or appropriate for the rendering of said services; invest its funds in real estate, intellectual property, mortgages, stocks, bonds, and other types of investments consistent with laws of the State of Utah; do each and everything necessary, suitable, or proper for the accomplishment of any of the charitable, educational, and scientific purposes herein enumerated, or which shall at any time appear conducive to or expedient for the protection of the System within its exclusively charitable, educational, or scientific purposes; and carry on any other lawful business whatsoever which is calculated exclusively, directly, or indirectly to promote the charitable, educational, and scientific purposes and interests of the System or, for such purposes, to enhance the value of its properties, and which is authorized by the Act.

The foregoing shall be construed both as objects and powers, but no recitation or declaration of specific or special powers or purposes herein enumerated shall be deemed to be exclusive. It is hereby expressly declared that all other lawful purposes not inconsistent with the exclusively charitable, educational, and scientific purposes of the System are hereby included.

101.7 ~~ARTICLE IV:~~ Members of the Utah System of Technical Colleges

The System shall be comprised of those technical colleges identified in UCA 53B-2a-105.

101.8 ~~ARTICLE V:~~ Board of Trustees

8.1 Number and Qualifications: As provided under Section 53B-2a-103 of the Act, the number of Trustees of the System shall be fifteen voting members and two nonvoting members. Appointment and qualifications of members of the Governing Board shall be as provided under UCA 53B-2a-103:

- 8.1.1 One member of the State Board of Education appointed by the chair of the State Board of Education, to serve as a nonvoting member;
- 8.1.2 One member of the State Board of Regents appointed by the chair of the State Board of Regents, to serve as a nonvoting member;
- 8.1.3 One member representing business and industry employers from each technical college board of directors, appointed by a majority vote of the business and industry employer members of the technical college board of directors;
- 8.1.4 One member representing business and industry employers from the Snow College Economic Development and Workforce Preparation Advisory Committee appointed by a majority of the business and industry employer members of the advisory committee;
- 8.1.5 One member representing business and industry employers from the Utah State University Eastern Career and Technical Education Advisory Committee



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appointed by a majority of the business and industry employer members of the advisory committee;

- 8.1.6 One member representing business and industry employers from the Salt Lake Community College School of Applied Technology Board of Directors appointed by a majority of the business and industry employer members of the Board of Directors;
- 8.1.7 One business or industry employer representative appointed by the Governor with the consent of the Senate from nominations submitted by the Speaker of the House of Representatives and President of the Senate;
- 8.1.8 One representative of union craft, trade, or apprenticeship programs that prepare workers for employment in career and technical education fields, appointed by the Governor with consent of the Senate;
- 8.1.9 One representative of non-union craft, trade, or apprenticeship programs that prepare workers for employment in career and technical education fields, appointed by the Governor with consent of the Senate; and
- 8.1.10 The Executive Director of the Governor's Office of Economic Development or the Executive Director's designee.

8.2 Future Composition: Beginning July 1, 2019, the number of Trustees of the System shall be fifteen voting members appointed by the Governor with the consent of the Senate. Appointment and qualifications of members of the Governing Board, as well as the transition to the new Board composition, are provided under UCA 53B-2a-103. Board members shall include:

- 8.2.1 One member representing each technical college, selected from at least two nominees presented to the Governor by the board of directors of each technical college. Trustees representing technical colleges shall not serve on a college's board of directors concurrent to their service on the USTC Board; and
- 8.2.2 One member representing each of the following sectors:
 - (a) Information technology;
 - (b) Manufacturing;
 - (c) Life sciences;
 - (d) Health care;
 - (e) Transportation;



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(f) Union craft, trade, or apprenticeship; and

(g) Non-union craft, trade, or apprenticeship.

8.2.3 The seven members described in subsection 8.2.2 shall be selected from the state at large, subject to the following conditions:

(a) At least four members shall reside in a geographic area served by a technical college listed in UCA 53B-2a-105; and

(b) No more than two members may reside in a single geographic area served by a technical college listed in UCA 53B-2a-105.

8.3 Term of Service

8.3.1 Except as provided under subsection 8.3.2, a member shall be appointed commencing on July 1 of each odd-numbered year to a four-year term.

8.3.2 The Governor shall ensure that member terms are staggered so that approximately one-half of the members' terms expire in any odd-numbered year.

8.3.3 A member may not hold office for more than two consecutive full terms.

8.4 Vacancies: When a vacancy occurs on the Board of Trustees for any reason, the replacement shall be appointed for the unexpired term in the manner described above.

8.5 Oath: Each member shall take the official oath of office prior to assuming the office. Said oath shall be filed with the Division of Archives and Records Services of the State of Utah.

8.6 Powers and Duties: The Utah System of Technical Colleges Board of Trustees is vested with the control, management, and supervision of the member technical colleges in a manner consistent with the policy and purpose of Utah Code Title 53B and the specific powers and responsibilities granted to it. The Utah System of Technical Colleges Board of Trustees shall:

8.6.1 Ensure that the member technical colleges comply with the requirements in UCA 53B-2a-106;

8.6.2 Appoint the Commissioner of Technical Education (the "Commissioner") of the Utah System of Technical Colleges in accordance with UCA 53B-2a-102;

8.6.3 Advise the Commissioner of the Utah System of Technical Colleges and the State Board of Regents on issues related to career and technical education, including articulation with other institutions of higher and public education;



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- 8.6.4** Receive budget requests from each technical college, compile and prioritize those requests, and submit the requests to:
- (a) The Legislature; and
 - (b) The Governor's Office of Planning and Budget.
- 8.6.5** Receive funding requests pertaining to capital facilities and land purchases from each technical college, ensure that the requests comply with UCA 53B-2a-112, prioritize the requests, and submit the prioritized requests to the State Building Board;
- 8.6.6** In conjunction with the Commissioner of the Utah System of Technical Colleges, establish benchmarks, provide oversight, evaluate program performance, and obtain independent audits to ensure that colleges follow the non-credit career and technical education mission described in UCA 53B-2a;
- 8.6.7** Approve programs for the Utah System of Technical Colleges;
- 8.6.8** Approve tuition rates for the Utah System of Technical Colleges;
- 8.6.9** Prepare and submit an annual report detailing its progress and recommendations on career and technical education issues to the Governor and to the Legislature's Education Interim Committee by October 31 of each year, which shall include information detailing:
- (a) How the career and technical education needs of secondary students are being met, including what access secondary students have to programs offered at technical colleges;
 - (b) How the emphasis on high demand, high wage, and high skill jobs in business and industry (see UCA 53B-2a-106[1][c][ii]) is being provided;
 - (c) Performance outcomes including entered employment, job retention, and earnings; and
 - (d) Student tuition and fees; and
- 8.6.10** Collaborate with the Board of Regents, the Utah State Board of Education, the Utah System of Higher Education, the Department of Workforce Services, and the Governor's Office of Economic Development on the delivery of career and technical education.



POLICIES

Subject:	Bylaws
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8.7 The Utah System of Technical Colleges Board of Trustees, the Commissioner of Technical Education, and the member technical colleges, presidents, and boards of directors may not conduct a feasibility study or perform another act relating to offering a degree or awarding credit.

8.8 Meetings

8.8.1 **Regular Meetings:** Regular meetings of the Board of Trustees for the transaction of business shall be held at least annually. Regular meetings of the Board of Trustees shall be called by the Chair or, in the absence of the Chair, by the Vice Chair or a majority of the seated, voting members of the Board of Trustees. Regular meetings of the Board of Trustees shall be held at the principal office of the System or at such other location within the State of Utah as shall be set forth in the notice of meeting.

8.8.2 **Special Meetings:** Special meetings of the Board of Trustees may be called by the Chair, or in the Chair's absence, the Vice-chair or by a majority of the seated, voting members of the Board of Trustees.

8.9 **Notice of Meetings:** The Utah Open and Public Meetings Act shall govern public notices of the regular and special meetings, and executive sessions of the Board of Trustees. The person or persons authorized to call regular or special meetings of the Board of Trustees may fix any place within the State of Utah as the place for holding any such meeting of the Board of Trustees. Notice of all regular and special meetings of the Board of Trustees shall be served upon each Trustee in person or by mail addressed to the last known post office address of the Trustee or by electronic mail, at least five days in advance of all regular meetings and 24 hours in advance of any special meeting.

8.10 **Quorum:** A quorum for the transaction of any business shall consist of not less than a majority of the seated, voting members of the Board of Trustees. However, should a quorum not be present, a lesser number may adjourn the meeting to some future date not more than seven days later, without further notice. Trustees may participate in a meeting of the Governing Board by means of telephone or other communications equipment by which all members participating in the meeting can hear each other. Participation by such means shall constitute presence in person for purposes of determining a quorum and voting on agenda items.

8.11 **Voting:** At all meetings of the Board of Trustees each voting Trustee shall have one vote. All matters submitted to the Board of Trustees for its approval shall be decided by majority vote of the voting members present, providing there is a quorum. Proxy voting shall not be permitted in any meetings of the Board of Trustees or its committees.

8.12 Compensation



POLICIES

Subject:	Bylaws
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- 8.12.1** Members who are not government employees shall receive no compensation or benefits for their services, but may receive per diem and expenses incurred in the performance of the member's official duties at the rates established by the Division of Finance under UCA 63A-3-106 and 63A-3-107. Members may decline to receive per diem and expenses for their service.
- 8.12.2** State government officers and employee members who do not receive salary, per diem, or expenses from their agency for their service may receive per diem and expenses incurred in the performance of their official duties from the Board of Trustees at the rates established by the Division of Finance under UCA 63A-3-106 and 63A-3-107. State government officers and employee members may decline to receive per diem and expenses for their service.
- 8.12.3** Higher education members who do not receive salary, per diem, or expenses from the entity that they represent for their service may receive per diem and expenses incurred in the performance of their official duties from the Board of Trustees at the rates established by the Division of Finance under UCA 63A-3-106 and 63A-3-107. Higher education members may decline to receive per diem and expenses for their service.

101.9 ~~ARTICLE VI:~~ Officers of the Board of Trustees

- 9.1 Officers and Qualifications:** The Board of Trustees shall elect a Chair and Vice Chair who serve two-year terms and until their successors are elected and qualified. The Chair and Vice Chair shall be current and active voting members of the Board of Trustees.
- 9.2 Election of Officers:** The Chair and Vice Chair shall be elected on April 6, 2016, and thereafter in a regular meeting of the Board of Trustees prior to July 1 of each odd-numbered year. The Chair and Vice Chair shall be elected by majority vote of the voting members present in the meeting. The election shall be conducted according to the following procedures:
- 9.2.1** The Chair shall appoint a nominating committee consisting of three current members of the Board of Trustees not later than May 1 of each odd-numbered year.
- 9.2.2** The members of the nominating committee shall contact each member who meets the eligibility requirements provided in 101.9.1 and determine those who are interested in being considered to serve as Chair or Vice Chair for the upcoming two-year period.
- 9.2.3** The members of the nominating committee shall nominate at least one candidate for both Chair and Vice Chair of the Board of Trustees from among those members who expressed interest in being considered to serve as Chair or Vice Chair.



POLICIES

Subject:	Bylaws
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9.2.4 The Chair shall call upon the members of the nominating committee to place in nomination the names of those Trustees selected by the nominating committee. The Chair shall then declare nominations open for any further nominations. Any voting member of the Board of Trustees who is present in the meeting may nominate any eligible member of the Board of Trustees for Chair or Vice Chair providing the member nominated has given consent for his or her name to be placed in nomination.

9.2.5 Election shall be conducted in an open meeting of the Board of Trustees with each voting member of the Board of Trustees who is present having one vote and each Board member's vote recorded in the minutes of the meeting.

9.2.6 If in the event there are more than two candidates for an office and no candidate receives a majority of the votes, a second vote will be conducted between the two candidates with the most votes.

9.2.7 At the conclusion of the vote, the Chair shall announce the elected officers.

9.2.8 The terms of office for Board officers elected on April 6, 2016 shall be from April 6, 2016 until June 30, 2017. The terms of office for officers elected thereafter shall begin July 1 of each odd-numbered year and end on June 30 two years later.

9.2.9 The Chair and Vice chair shall not serve for more than two consecutive full terms in one position.

9.3 Resignation or Removal from Office: An officer may resign at any time by giving written notice to the Board of Trustees. An officer elected by the Board of Trustees may be removed, either with or without cause, by majority vote of the seated, voting members of the Board of Trustees whenever, in the Board of Trustees' judgment, the best interests of the Utah System of Technical Colleges would be served by such removal.

9.4 Vacancies: A vacancy in any office shall be filled by the Board of Trustees at the next regular or special meeting of the Board of Trustees for the unexpired portion of the term of such office, providing that Trustees have been informed in advance of such proposed action.

9.5 Duties of Officers: The duties and powers of the officers of the Board of Trustees shall be as follows:

9.5.1 The Chair shall preside at all meetings of the Board of Trustees.

9.5.2 The Chair shall appoint members to standing and ad hoc committees.



POLICIES

Subject:	Bylaws
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- 9.5.3 The Chair shall assume other duties which may from time to time be assigned by the Board of Trustees.
- 9.5.4 The Vice Chair shall, in the absence of the chair, preside at meetings of the Board of Trustees.
- 9.5.5 The Vice Chair shall assume such other duties as may be assigned by the Chair and/or the Board of Trustees.

101.10 ~~ARTICLE VII:~~ Committees

10.1 Executive Committee: The Executive Committee shall consist of the following five members who shall serve concurrent terms of office with the Board officers specified in 101.9.2.8:

- 10.1.1 The Chair of the Board of Trustees;
- 10.1.2 The Vice Chair of the Board of Trustees;
- 10.1.3 The chair of the Audit Committee (101.10.3);
- 10.1.4 One additional member of the Board of Trustees representing a technical college (101.8.1.3 or 101.8.2.1), appointed by the Chair and confirmed by majority vote of the seated, voting members of the Board of Trustees present in the meeting; and
- 10.1.5 One additional at-large member of the Board of Trustees (101.8.1.4 through 101.8.1.10, or 101.8.2.2), appointed by the Chair and confirmed by majority vote of the seated, voting members of the Board of Trustees present in the meeting.

10.2 Duties and Powers of the Executive Committee

- 10.2.1 The Executive Committee shall have full authority of the Board of Trustees to act upon routine matters during the interim between Board of Trustees meetings.
- 10.2.2 The Executive Committee may act on non-routine matters only under extraordinary and emergency circumstances.
- 10.2.3 The Executive Committee shall report its activities to the Board of Trustees at the Board of Trustees' next regular meeting following the Executive Committee's action.

10.3 Standing Committees: The only standing committee shall be the Audit Committee, which shall consist of at least three but not more than five Board members appointed by



POLICIES

Subject:	Bylaws
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the Chair and confirmed by majority vote of the seated, voting members of the Board of Trustees.

10.4 Ad Hoc Committees: Ad hoc, temporary committees for specific purposes may be established by the Board of Trustees, Chair, or Executive Committee.

101.11 ~~ARTICLE VIII:~~ Amendments

These bylaws may be amended, altered, repealed or added to by affirmative vote of a majority of the voting members of the Board of Trustees present at any regular or special meeting called for that purpose, provided that a written notice by mail or electronic mail of such meeting shall have been sent to each member, which notice shall state the amendments, alterations, additions, or other changes which are proposed. No changes may be made which have not been included in the notice.

101.12 ~~ARTICLE IX:~~ Disposition upon Dissolution

In accordance with UCA 53B-20-101, upon dissolution of the System, the Board of Trustees shall, after paying or making provision for payment of all of the System's liabilities, contribute all of its assets exclusively to the State of Utah for its public purposes. Any such assets not so disposed of shall be disposed of by the District Court of the county in which the principal office of the System is located, exclusively for charitable, educational, or scientific purposes within the meaning of Section 501(c)(3) of the United States Internal Revenue Code or to such organization or organizations as said court shall determine, which are organized and operated exclusively for such purposes.



POLICIES

Subject:	USTC Administration Building Office Acceptable Use and Rental
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580.1 Purpose

To specify acceptable uses for USTC's Administration and Training ~~Building Office~~.

580.2 Approval

USTC Board of Trustees approval: March 26, 2015. Revised: June 8, 2016; September 13, 2017; March 15, 2018 (pending).

580.3 References

USTC Policy 100, USTC Mission, Vision, and Guiding Principles
USTC Policy 511, Employee Practices
USTC Policy 513, Employee Leaves of Absence

580.4 Definitions

- 4.1 Building Office:** USTC Administration and Training ~~Building Office~~, located at 310 South Main Street, Suite 1250, Salt Lake City, UT 84101 ~~2801 Ashton Blvd., Lehi, UT 84043~~.
- 4.2 USTC Administration:** A USTC executive officer as defined in Policy 511.3.7 or the Executive Assistant to the USTC Commissioner.

580.5 Primary Uses

- 5.1** The primary daily use of the USTC Administration and Training ~~Building Office~~ is to house the Office of the USTC Commissioner in maintaining a central administration office for coordination, prioritization, support, and reporting of:
- 5.1.1** College functions dealing with budgets and audits;
 - 5.1.2** Facilities, including capital, capital development, and leases;
 - 5.1.3** Management information systems;
 - 5.1.4** College and USTC master planning efforts;
 - 5.1.5** Strategic planning;
 - 5.1.6** Articulation with institutions of higher education and public education;
 - 5.1.7** Legislative, State System of Public Education, State System of Higher Education, and Board of Regents contact;
 - 5.1.8** General data collection; and



POLICIES

Subject:	USTC Administration Building-Office Acceptable Use and Rental
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5.1.9 Programs, certificates, and curriculum.

5.2 Meetings of the USTC Board of Trustees and other meetings, training, and functions of USTC and its colleges are also considered primary uses of the ~~buildingoffice~~, and take priority over any otherwise acceptable uses.

580.6 Other Acceptable Uses

In addition to the primary uses outlined in 580.5, the USTC Administration and Training ~~Building-Office~~ may be used for other purposes deemed by USTC Administration to further USTC's mission to meet the needs of Utah's employers for technically-skilled workers and to promote local and statewide economic development by providing market-driven technical education to secondary and adult students (USTC Policy 100.2). Other acceptable uses of the ~~officebuilding~~ may indirectly support USTC's mission by fostering community, statewide, and other important partnerships and relationships. Other acceptable uses may include:

- 6.1 Instruction or training provided by state, municipal, or other public entities;
- 6.2 Instruction or training provided by non-profit entities and associations;
- 6.3 Instruction or training provided by employers or employer groups; or
- 6.4 Meetings or retreats of any of the above.

580.7 Provisions for Use

- 7.1 Use of the USTC Administration and Training ~~OfficeBuilding~~ to sell or promote products or services, otherwise solicit commercial business, or for functions promoting specific political parties or candidates is not permitted.
- 7.2 USTC administration may deny use of the ~~building-office~~ if a request is deemed to present an unacceptable risk, create a negative situation for USTC, or appears contrary to USTC's mission.
- 7.3 ~~USTC administration shall set hourly rental rates for the entire boardroom, one half of the boardroom and the small conference room. Staff Offices~~ are designated for individuals employed by the Office of the USTC Commissioner and others with special approval from the USTC Commissioner, and are not available for other use under this policy. ~~USTC administration may reduce or waive rent at its discretion if an event supports the mission of USTC or benefits or promotes USTC in a meaningful way.~~
- 7.4 Any entity using the ~~building-office~~ assumes full liability for its own actions and the actions of all participants. USTC is insured by the State of Utah, Division of Risk Management. However, a user may be required to provide proof of additional liability insurance coverage of at least \$1,000,000. The insurance must cover the entity, participants, and



POLICIES

Subject:	USTC Administration Building-Office Acceptable Use and Rental
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USTC. The user shall be responsible for any damage or theft caused or perpetrated during the user's activity in the ~~buildingoffice~~. The user shall also be responsible for participants lingering or loitering in or around the ~~building-office~~ prior to, during, or after the user's event. USTC will bill the user for the cost of any such damage or theft.

- 7.5** USTC hours of operation are generally 8:00 AM – 5:00 PM Monday through Friday, excluding holidays as listed in USTC Policy 513.6. Entities using the ~~building-office~~ outside of USTC hours of operation may be subject to additional fees to compensate for USTC staff and/or ~~building-office~~ security required outside normal hours. Approval will also depend on availability of USTC staff to attend and secure the ~~buildingoffice~~.
- 7.6** Food preparation is not allowed in the ~~officebuilding~~ except for USTC employees during meal or rest breaks per USTC Policy 511.4. Entities may bring meals or refreshments to events or have events professionally catered. Additional fees may be incurred if additional custodial services are required due to an event and its participants.
- 7.7** USTC is not responsible for administrative or other support for another entity's event. Reasonable efforts to provide wireless internet connectivity and use of available USTC equipment will be made if sufficient notice is provided to USTC staff.
- 7.8** Use of tobacco, alcohol, or other controlled, illegal, or intoxicating substances is prohibited on USTC property.
- 7.9** Loud, boisterous, disruptive, violent, or illegal behavior will not be tolerated. Violators may be asked to leave and may be referred to law enforcement. USTC administration may choose to end any event prematurely if it is determined that the event is not conducive to a professional atmosphere.
- 7.10** No signs or other items may be attached or posted to walls or doors without approval of USTC administration.
- 7.11** Scheduling of the ~~building-office~~ will generally be coordinated by the Executive Assistant to the USTC Commissioner.



UTAH SYSTEMS OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018

ITEM K

TOPIC: Adoption of USTC Policy 114

BACKGROUND

The Office of the Commissioner has undertaken a review of USTC systemwide policies to ensure that the technical colleges have the ability and guidance necessary to continue to grow in size and reputation. As the technical colleges are now bodies corporate with greater autonomy granted under Senate Bill 238 (2017 General Session), it is recommended that system-wide roles, responsibilities, and coordination efforts be codified in policy.

A newly proposed policy, USTC Policy 114, seeks to codify the Council of Presidents' role as an advisory body to the Board of Trustees. The Council, consisting of the Commissioner of Technical Education and presidents from each technical college, is charged to counsel together regarding policy and procedure, programming and budgets, student and academic affairs, and other career and technical education initiatives, making recommendations to the Board as necessary.

RECOMMENDATION

USTC Administration recommends that the Board of Trustees adopt the proposed USTC Policy 114, Council of Presidents, with immediate effect.

Attachments: Draft USTC Policy 114, Council of Presidents



Subject:	Council of Presidents
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114.1 Purpose

The Council of Presidents performs a facilitating role designed to provide an avenue for effective dialogue in a spirit of harmony and mutual trust between the technical colleges in Utah. To enhance the efficiency and efficacy of the Utah System of Technical Colleges, the Council should serve as an advisory panel to the Commissioner of Technical Education, the Board of Trustees, and the technical college presidents regarding statewide policy issues relating to the program and budgetary needs of Utah career and technical education.

114.2 Approval

USTC Board of Trustees approval: March 15, 2018 (pending).

114.3 References

UCA 53B-2a-104, Utah System of Technical Colleges Board of Trustees – Powers and Duties

114.4 Presidents' Cabinet Functions

The Council of Presidents is an advisory body to the Board of Trustees, the Commissioner of Technical Education, and the technical college presidents, composed of the individual technical college presidents and the Commissioner, who serves as chair. The Council has the following functions and relationships:

- 4.1 **Policies and Procedures:** Advises the Commissioner of Technical Education and the Board of Trustees on system policies and procedures;
- 4.2 **Agenda:** Reviews proposed agenda for Board of Trustees meetings and counsels with the Commissioner in the preparation thereof;
- 4.3 **Communications:** Assures continuous communication among the technical colleges, the Board of Trustees, and the Office of the Commissioner related to problems and issues of common interest to the Utah System of Technical Colleges.
- 4.4 **Program and Budget:** Counsels with the Commissioner and Trustees regarding the program and budgetary needs of the System and of the individual technical colleges.



**BRIDGERLAND TECHNICAL COLLEGE
BOARD OF DIRECTORS' MEETING
OCTOBER 23, 2017, 4 P.M.
MAIN CAMPUS BOARDROOM
1301 NORTH 600 WEST, LOGAN, UTAH**

AGENDA

WIFI PASSWORD: neutron118

Item 1

Pledge of Allegiance & Welcome

Item 2

Minutes from the August 28, 2017, Board meeting are available online for your review and subsequent approval.

ACTION: Recommend approval of minutes.

Item 3

Program and Certificate (Exit Point) Changes

Wendy Carter, Vice President for Instruction

Included for Board information and review are proposed program changes with an effective implementation date of November 1, 2017.

COE Approved Program Name	CHANGE	CIP	Old Hours	New Hours	Location
Automated Manufacturing & Robotics	Name Change: Automated Manufacturing	47.0303	1410 hrs	900 hrs	Main #240800 Branch #240801
Controls Engineering Technology	Exit Point Now New Program	47.0303	600 hrs	600 hrs	Main #240800
Business Technology	Hour Change	52.0401	1200 hrs	1050 hrs	Main #240800 Branch #240801
Cosmetology	Name Change: Cosmetology/Barbering Hour Change	12.0401	2000 hrs	1600 hrs	Branch #240801
Master Esthetics	Exit Point Now New Program	12.0409	1200 hrs	1200 hrs	Branch #240801
Culinary Arts	Hour Change	12.0505	1620 hrs	900 hrs	Main #240800
Dental Assisting	Hour Change	51.0601	1350 hrs	1080 hrs	Main #240800

Electronic Engineering Technology	Hour Change	47.0105	1410 hrs	900 hrs	Main #240800
Electronic Engineering Technology	DROP from Brigham City Branch, no students enrolled	47.0105	1410 hrs	0 hrs	Branch #240801
Emergency Medical Services	Name Change: Emergency Medical Technician	51.0810	140 hrs	140 hrs	Main #240800
Fashion Merchandising	Name Change: Fashion Merchandising and Development	52.1902	1050 hrs	1050 hrs	Main #240800
Health Sciences	Exit Point Now New Program, Name Change: Medical Assisting	51.0801	1200 hrs	1200 hrs	Main #240800
Heavy Equipment Operator/CDL	Hour Change	49.0202	900 hrs	600 hrs	Main #240800
Heavy Equipment Operator	Exit Point Now New Program	49.0202	300 hrs	300 hrs	Main #240800
Commercial Driver's License (CDL)	Exit Point Now New Program	49.0205	300 hrs	300 hrs	Main #240800
Information Technology	Hour Change	11.0101	1200 hrs	900 hrs	Main #240800
IT/Web Technology	Exit Point Now New Program	11.0101	900 hrs	900 hrs	Main #240800
Pharmacy Technician	Exit Point Now New Program	51.0805	630 hrs	630 hrs	Main #240800
Nursing Assistant	Exit Point Now New Program	51.3902	100 hrs	100 hrs	Main #240800 Branch #240801
Real Estate	Exit Point Now New Program	52.1501	120 hrs	120 hrs	Main #240800

Bridgerland Technical College received initial accreditation in 2005. Prior to that time, program design included embedded exit points (similar to Occupational Completion Points in Florida). This design was initially submitted to the Council on Occupational Education (COE) and subsequently approved with the highest level credential approved as the program length. Program level changes were provided as required to COE annually.

In 2017, as a result of Department of Education direction, pages 8-9 of the *Policies Rules of the Commission* manual provided direction and clarification to **Exit Points**.

“Programs are often designed with embedded exit points (also referred to as occupational completion points). These exit points are created during a formal program planning process that is documented and that includes input from the program’s occupational advisory committee. Students enrolled in the program who demonstrate acceptable progress are issued credentials (such as certificates of completion) when

these points are reached. They indicate specific points within the program at which it is determined, during the program planning process, that a student has gained marketable skills and is employable.

For example, a Licensed Practical Nursing (LPN) program is 1,200 clock hours in length (required for a diploma) and may be designed with an exit point credential titled, 'Certified Nursing Assistant Certificate.' The CNA certificate is issued to students who complete at least 250 clock hours of the LPN program. Students who choose to leave the LPN program before completing the hours required for the diploma will still be rewarded with a credential of completion of a certain portion of instruction that indicates the student gained a certain level of knowledge and skills. This certificate may greatly benefit the student who seeks employment in the field of Allied Health, even though it may be at a lower level of pay and long-term opportunity.

Institutions are not required to list all exit points on the approved program list for the Council. However, if the institution advertises enrollment in an exit point program, like the CNA program mentioned in the example above, it MUST list the CNA program separately on the approved program list...."

Bridgerland wishes to comply with the new direction provided by the Commission and ultimately the US Department of Education by eliminating all exit points so program offerings can be advertised in marketing materials. The College wishes to convert popular exit points into stand-alone programs and make clock-hour changes to programs where Advisory Committee input and student demand dictate.

Once approved by the BTECH Board of Directors, application will be forwarded to COE.

Mountainland Applied Technology College

USTC Program Approval Application

Program Titles: **Automated Manufacturing**

Financial Aid: Financial Aid Eligible

Approvals:

- **Campus Instructional Officer:** 3/30/2017 Holly Peterson, VP Instruction
- **Board Approved:** 10/11/2017
- **UCAT President:** Pending

Program CIP Code: 47.0303

Background:

MTECH has been meeting with Manufacturing Industry representatives from the south Utah County area since spring of 2017. Employers there have faced a shortage of workers and turned to MTECH to help provide a pipeline for trained technicians. MTECH proposed a partnership between K-12 and UVU that would allow students to begin a certification process in high school that leads to completion of a program certificate at MTECH or a degree in Advanced Manufacturing at UVU. The consortium was successful in obtaining a grant from DWS Talent Ready Utah to fund this endeavor.

Program Descriptions:

The Automated Manufacturing Program prepares students to install, calibrate and repair automated and robotic equipment. The program begins with Manufacturing Principles, which is taught for high school students and novice adult learners. It then proceeds to competencies in Math, basic Computer Aided Drafting, Electrical Essentials, Hydraulic Systems, Pneumatic Systems, Electrical Motor Controls, Programmable Logic Controllers and Introduction to Industrial Robotics.

Certificate Titles & Lengths:

Automated Manufacturing (945 Hours)

Course Descriptions: See Attached Program Sheet

Program Outline: See Attached Program Sheet

Market Demand/Need:

- According to the Manufacturing Industry Brief from the Department of Workforce Services (DWS), during the period of 2010-2015, there has been a steady increase in the number of total payroll jobs in manufacturing statewide, resulting in 125,162 jobs in the manufacturing sector. Nearly 20,000 of those jobs were in the Mountainland region. DWS indicates that during the year 2016-2017, there was an increase of 2.3% and that rate is projected to grow due to expansion in existing firms and new firms coming to the area.
- A meeting for manufacturers in the south part of Utah County was held on April 12, 2017 at Temkin. Manufacturing employers, as well as MTECH, DWS and UTA attended the meeting with local leaders. At this meeting, employers expressed great concern for the lack of trained and qualified workers in the area. They are desperately short of employees, and have been forced to outsource projects to South America in order to keep up with current demand. Poaching of employees between companies is common and disruptive to business.
- A Supersite for manufacturing is being developed in Elberta, at the south end of Utah County. Any company desiring to obtain this site has to provide 700 or more jobs and provide capital infrastructure of over 1 billion dollars. Currently, there is not an available workforce to meet the needs this will generate.
- O*Net shows a Bright Outlook for all related job titles.
- Median wages are approximately \$22.72 per hour
- DWS Market Information is attached, showing faster than average employment growth with a high volume of annual job openings.

Program Duplication:

- The Manufacturing Partnership has been set up so that there is no duplication of programs. Each education member contributes at their level. There is a seamless flow to degree programs, with multiple exit and entry on ramps.

Employer Advisory Committee:

- MTECH has established the Advisory Program for the Partnership, as well as for the program. They assisted in creation of the curriculum, and will oversee regular updates. They have agreed to assist with classroom instruction, provide tours and externships, and guarantee an interview to all students who complete the program.

Mountainland Applied Technology College

USTC Program Approval Application

Program Titles: **Information Technology: Technician + Project Management**

Financial Aid: Financial Aid Eligible

Approvals:

- **Campus Instructional Officer:** 3/30/2017 Holly Peterson, VP Instruction
- **Board Approved:** 10/11/2017
- **UCAT President:** Pending

Program CIP Code: 47.0303

Background:

MTECH is requesting approval to offer an extended Information Technology: Technician Program that includes critical skills in Project Management. It will be 930 hours in length. Students will learn the standard IT Technician curriculum, plus, they will learn and apply project management. This will include putting together an individual project. It will provide soft skills requested by industry advisors, plus strategies for communication, planning, negotiating, dealing with conflict and change, problem solving and critical thinking.

Program Descriptions:

The existing Information Technology: Technician program will be paired with a new Project Management Course to provide students with a set of skills in one of the world's most in-demand areas. This program validates a student's ability to initiate, manage and support projects in business initiatives relating to Information Technology. Project management presents principles of project control from project initiation to conclusion. This is a skill being asked for across MTECH's spectrum of Technical Programs, and this provides a pilot for adding Project Management skills to other programs.

Certificate Titles & Lengths:

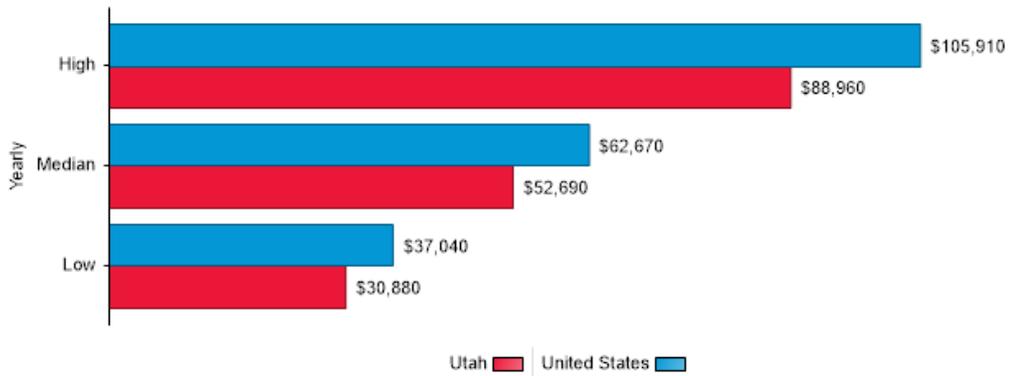
Information Technology: Technician + Project Management (930 Hours)

Course Descriptions: See Attached Program Sheet

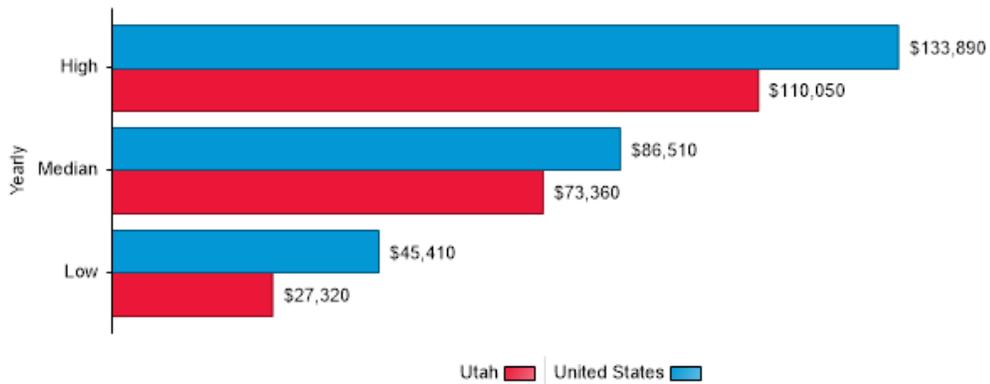
Program Outline: See Attached Program Sheet

Market Demand/Need:

- Information Technology is already a successful program at MTECH. The latest numbers for outcomes are: Completion: 76 and Placement : 89
- Information Technology students often receive employment and leave before they finish their entire program.
- DWS shows a five star rating for Computer Networking Specialists.
This occupation is expected to experience much faster than average employment growth with a high volume of annual job openings. Business expansion, as opposed to the need for replacements, will provide the majority of job openings in the coming decade. Job prospects should be favorable. There are usually clear advancement possibilities for computer support specialists, creating new job openings. 6.4% increase in job opening is expected for Utah County.
- Wages range from \$15.41 for inexperienced workers to \$23.34 as an hourly median.
- O*Net shows the following wages for Computer Network Support Specialists :



- Adding **Project Management** appears to raise wages significantly as students become more experienced.



Program Duplication:

- Project Management is offered by Utah Valley University, but only for students who have a Bachelor's Degree, or as part of a degree program for students in the upper division. MTECH Custom Fit also offers Project Management courses for those who are already employed. Currently, MTECH would be the only institution adding Project Management into a certificate program.

Employer Advisory Committee:

- MTECH has an established Information Technology Advisory Program for program, and the roster is attached. Members of this advisory have asked for Project Management skills to be added to the program.

Mountainland Applied Technology College

USTC Program Approval Application

Program Titles: **Mobile Development**

Financial Aid: Financial Aid Eligible

Approvals:

- **Campus Instructional Officer:** 3/30/2017 Holly Peterson, VP Instruction
- **Board Approved:** 10/11/2017
- **UCAT President:** Pending

Program CIP Code: 11.0101

Background:

In 2015, MATC was given funding to develop a Web Programming and Development skill-based program that enabled secondary students and adults to be trained as entry-level web developers. This program, created in collaboration with Xactware, has been very successful because it is authored by current developers from industry and has the ability to quickly update curriculum that keeps up with quick rate of change in the industry. When this program was created, Xactware noted similar needs for Web Developers. After surveying industry advisory members, MTECH went forward with a Talent Ready Utah Grant Proposal and received \$300,000 to create the Mobile Development Program.

Program Descriptions:

Mobile Development is a 900 hour program that teaches students to innovate to make every day processes easier with apps. New technologies are enabling new kinds of apps to be built, and the industry is continually changing. This program will teach the fundamentals of Mobile Development and give students opportunities to build a large code base. These experiences will enable students to release personal apps to the Apple App store and give them the ability to land a job as a Junior Developer. The program will continue to adopt the newest technologies and stay up to date in order to best prepare students for the job force.

Certificate Titles & Lengths:

Mobile Development (900 Hours)

Course Descriptions: See Attached Program Sheet

Program Outline: See Attached Program Sheet

Market Demand/Need:

- Demand for technical professionals is soaring throughout Utah. Many different venues and agencies around the State are reporting anywhere from 3,000-5,000+ technical job openings in Utah, at any given time.
- The Department of Workforce Services (DWS) gives Web Development, including Mobile Development, a five star rating for employability. This occupation is expected to experience much faster than average employment growth with a high volume of annual job openings.
- The Software Development Industry is a high growth, high demand, and high skill occupation. Growth in Utah's Software Development Application Sector is exploding. Within Software Development, there are many different skills required to fill thousands of positions that can include web development and mobile development. According to the Utah Department of Workforce Services Regional Economist, Cory Stahle, the occupational code that best relates with Mobile Development is 15-1132 Software Developers, Applications. Using this code he estimated that there were 8,840 employees working in this field in 2014 and it is anticipated to grow 5.9% annually to 14,040 in 2024. This amounts to approximately 640 new openings per year with an entry level wage of \$57,430.00, while the median annual wage is \$91,440.00. These numbers are only for one sector of Software Developers. Universities will not be able to cover the need, and that means exporting employees from other states and countries unless Utah is able to "grow" enough workers. These are good jobs. They are in high demand with a high income.
- With regard to Mobile Development, according to an infographic created by the University of Alabama at Birmingham, it is not hard to understand where the field of Mobile Development is leading. In 2014, 91% of the U.S. adult population owned a cell phone, and 61% of these were smartphone users. It was estimated that 1 billion smartphones would be sold in the next year, which was double the numbers of PC's estimated to sell.¹
- According to Eric Elliott who wrote an article for Medium.com, the talent gap for developers is not getting filled by new prospects entering the field. Job growth is still outrunning the availability of qualified candidates by a wide margin. It's so hard to fill the roles that in most competitive cities, employers search internationally for qualified candidates. The number of foreign employees in a tech startup is 29% on average.²
- O*Net shows a Bright Outlook for all related job titles.

¹ "The Future of Mobile Application Development." N.p., 2014. Web. 17 Apr. 2017.

² Elliott, Eric. "Forget the Click Bait. Here's What the JavaScript Job Market Really Looks Like in 2016." *Medium*. JavaScript Scene, 17 Dec. 2015. Web. 19 Apr. 2017.

Program Duplication:

- There are no other Mobile Development Certificate Programs in the Mountainland Region.

Employer Advisory Committee:

- MTECH has established the Advisory Committee for the Partnership, as well as for the program. They assisted in creation of the curriculum and will oversee regular updates. They have agreed to assist with classroom instruction, provide tours, and set up externships,
- The Advisory Committee Roster and last advisory minutes are attached.

MEMORANDUM

TO: MEMBERS OF THE BOARD

FROM: James R. Taggart
President

DATE September 21, 2017

RE: Approval of Medical Office Specialist Program

Background

The college currently offers two certificates under the Health Information program – Medical Office Specialist certificate and a Medical Coding certificate. The college would now like to administer the Medical Office Specialist certificate as its own standalone program with its own Employer Advisory Team. This will enable the college to better focus attention with employers on each certificate individually and receive employer input at a more granular level. The college is therefore following the program approval process for the current Medical Office Specialist certificate.

Program Description

The Medical Office Specialist program prepares students to perform secretarial duties in medical facilities for physicians and serve as receptionists, bookkeepers, billing clerks, or office managers. Students learn to use word processing software, medical databases, spreadsheets, and desktop transcribing equipment. Students gain basic knowledge of medical office accounting programs and a fundamental understanding of medical office operation.

Role and Mission Fit

The Utah System of Technical Colleges' (USTC) mission is “to meet the needs of Utah’s employers for technically-skilled workers...by providing market-driven technical education to secondary and adult students.” The development of the above-described certificate falls squarely within the mission. A need for this training has been identified and supported by area employers.

Program Need/Market Demand

The demand for this program comes from employers who hire entry-level workers. According to O*NET Online, an occupational data and career exploration website, the outlook is bright for medical office specialist with projected employment growth in Utah of over 30 percent by 2024 and an estimated 220 annual job openings. The median hourly wage for medical office specialists in Utah is \$15.11.

Employer Verification

The Health Information Employer Advisory Team has evaluated and validated this certificate.

Student Demand

The college continues to see steady enrollment of students pursuing the Medical Office Specialist certificate. In FY17, 26 students in the Health Information program were pursuing the Medical Office Specialist certificate.

Budget Requirements

This program will be funded from existing college budgets.

Resource Availability

All necessary resources are available to offer this certificate.

Similar Program Already Offered in USHE

Other colleges in the USTC offer similar programs to serve the needs of residents in their areas.

The certificate outline is attached.

Board approval for this program is requested.

/dp

UTAH SYSTEM OF TECHNICAL COLLEGES

PROGRAM AND PROGRAM CHANGE APPROVAL TEMPLATE
(8/18/2017)

PROGRAM INFORMATION

College: **Tooele Technical College**

Program Title: **Software Development**

Program Length: 1200 Clock Hours

Program CIP Code: 11.0201

Approvals:

- **College Instructional Officer:** October 31, 2017
- **College Board of Directors:** November 1, 2017; Draft Board Minutes attached
- **USTC Commissioner:** Pending

Program Description:

This hybrid-delivered program introduces students to the software development industry through courses on Web-based Applications, User Interfaces and User Experience (UI/UX), Soft Skills, Application Programmer Interfaces, Developer Operations (DevOps), Cloud Computing, and mobile development (specifically on Apple's iOS and Google's Android operating systems). Additional courses in vendor specific technologies from companies such as Apple, Microsoft, Amazon, and Adobe will be available as electives and stand-alone courses allowing obtainment of industry certifications at the student's discretion.

Students who complete this program will have the skills necessary to pursue a career in software development.

Certificate Titles and Lengths:

Software Development – 1200 clock hours; single certificate

Program Outline:

Courses	Hours
Full Stack Web Development	200
Project, Interfaces, and People*	200
Back End Development*	200
DevOps I*	100
Mobile Development	300
Emphasis Electives (one required)	
- Apple Developer	200
- DevOps II*	200
- Introduction to Game Development	200
- Media Production	200
- Microsoft .NET Developer*	200
- Programming Polyglot (CS Primer)	200
Total	1200

*Industry Certifications are obtainable at the student’s discretion.

Course Descriptions:

REQUIRED COURSES

Full Stack Web Development – 200 Hours

This course introduces students to key elements of web-based application development. These elements include the design and layout components, such as HTML and CSS, the coding or scripting components, such as JavaScript, and interconnectivity to services (Application Program Interface, Database). These programming elements are used to create both client-side code which drives the front end (user interface) and server-side code which comprises the back end. The resulting client-side and server-side components are collectively known as the full stack, and students will create multiple web-based, full-stack apps by course completion.

Projects, Interfaces, and People – 200 Hours

Topics in this course cover the people side of software development. Students are introduced to project management and agency models used to help divide project tasks. Students learn the fundamentals of user interface and user experience design.

Throughout the course, group projects allow students to use modern collaboration tools to practice recently acquired project management and UI/UX design skills in the creation of one or more web-based apps.

Back End Development – 200 Hours

This course helps students gain a broader understanding of server-side programming by building RESTful API's and managing back end resources. Skills imperative to managing Linux-based servers will be introduced, including security and infrastructure management.

Students will also learn SQL database administration, scripting with Python, and other back end technologies common among RESTful services and API.

DevOps I – 100 Hours

Developer Operations (DevOps) is the concept that some control typically assigned to IT operations teams is ceded to developers, who often work on teams not associated with IT operations. This speeds up the delivery of software and services to the end user(s), and encourages the use of automation and tooling for safer, quicker testing and deployment of new features.

Students will learn concepts such virtualization, automation and orchestration, test-driven development, continuous integration and continuous delivery. Common cloud-computing tools and platforms leveraged by companies worldwide will be introduced.

Mobile Development – 300 Hours

Mobile apps have become extremely popular in the past decade, allowing both entrepreneurs and corporations alike to create new services and interact with customers like never before.

This course consists of three parts wherein students learn to write mobile apps for the most popular mobile platforms. Students will learn the languages and libraries supported natively by the platforms, as well as third-party frameworks that allow for cross-platform development and delivery. (The course focuses on Java for Android, Swift for iOS and React Native for dual-platform support.)

ELECTIVE COURSES (MINIMUM OF 1 REQUIRED)

Apple Developer – 200 Hours

Additional Apple frameworks and platforms are covered in this course, which builds on the Mobile Development course. Students expand their iOS coding skills to include building native macOS, tvOS, and watchOS applications using Swift, Objective-C, JavaScript, and other platform-supported languages. (Mobile Development is a prerequisite.)

DevOps II – 200 Hours

Additional time is spent covering virtualization and cloud-based options for developers in this follow-up to the DevOps I course. Students will gain a greater understanding of solutions provided by Microsoft's Azure and VMWare's vSphere through a combination of instruction and hands-on experience. (DevOps I is a prerequisite.)

Introduction to Game Development – 200 Hours

2D and 3D games are easily some of the highest-grossing apps on all mobile and fixed platforms. In this course, students will become familiar with the Unity game engine and its C# scripting capabilities. Students will also build projects using Apple's graphics frameworks and GPU engine Metal, which are supported on devices running macOS and iOS. (Mobile Development is a prerequisite.)

Media Production – 200 Hours

Video has taken the world by storm as Internet bandwidth increases and social media platforms make video distribution essentially painless. Understanding how to capture, edit, and color-correct footage can be a huge asset to developers, marketers, and do-it-yourself entrepreneurs.

In this course, students capture footage using a variety of apps and use an NLE (a non-linear editor), such as Final Cut Pro X and Adobe Premiere Pro, to assemble those video clips and combine them with appropriate background audio.

Students seeking a full program certificate will create projects aimed at introducing, marketing, and/or promoting an app or service, and/or for in-app tutorials and content. Students seeking a skills increase certificate may do the same or may opt to generate videos that provide entertainment, training or education.

Microsoft .NET Developer – 200 Hours

This course presents Microsoft .NET technologies to the student. Students will first learn C#, and then the [ASP.NET](#) MVC web application framework. These skills are then applied to delivery and deployment of [ASP.NET](#) applications on Microsoft's Azure platform.

Programming Polyglot (Computer Science Primer) – 200 Hours

Students are introduced to the C++ and C# languages, with the intent to round out their language portfolio and prepare them for their transition to a university for a Computer Science degree. More time will be devoted to Object Oriented Programming concepts than in other courses, and is best taken after completing the Mobile Development course.

PROGRAM JUSTIFICATION & EMPLOYER SUPPORT

Market Demand/Need:

Tooele Technical College was awarded the Strategic Workforce Initiative grant by the Governor’s Office of Economic Development to develop this training based on need/demand.

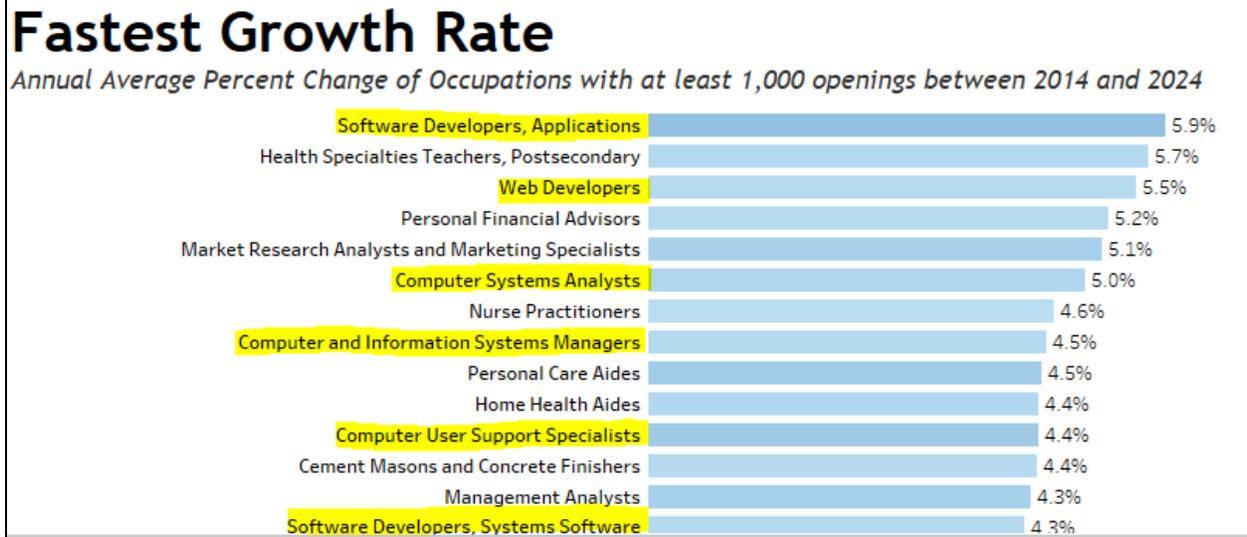
Utah’s information technology and software development industries have been vibrant forces for growth in the Utah economy for nearly three decades. This cluster is the largest of the strategic clusters and represents about 4% of all jobs in the State, ending calendar year 2012 with 51,451 jobs in IT/Software companies in Utah, a growth rate of 6.5% year-over-year.

As well, there are roughly 4,100 business establishments within the IT/Software industry in Utah in 2012, representing an 8% growth rate over 2011.

The average wage in the IT/Software industry is \$76,052 about 94% higher than the state average wage. Total wages for the IT/Software sector from 2011 to 2012 grew at a rate of 14%.

Utah has been home to significant IT and software companies for many years, a legacy that continues to this day. In 1985, two of the three largest software companies in the world, Novell and WordPerfect, were based in Utah—Microsoft was the third. In recent years, Utah has had significant successes such as Omniture, led by Josh James, going public and later being acquired by Adobe Systems.”

<http://business.utah.gov/publications/targeted-economic-clusters-2/>



<https://jobs.utah.gov/wi/pubs/outlooks/state/>

Program Duplication (also Pathways/Articulation):

This program is not being offered in Tooele County at this time. Tooele County School District offers Computer Programming I and II, Digital Media I and II, and Web Development. These courses will be articulated into the Software Development Program at Tooele Technical College. Students completing the program may receive 30 credit hours towards the AAS- General Technology Degree through Utah State University – Tooele.

Letters of support for this program were received from both Tooele County School District and Utah State University as part of the grant application process.

Employer Advisory Committee:

Existing IT EAC members for programs such as Network Administrator (MCSA) or Network Engineer (CCNA) have strongly recommended during the past 2-3 years that the College begin offering web development and programming training to students in order to increase their skill set to meet the needs of Utah's growing technology industry and job market. Minutes from the EAC meeting held nearly a year ago (March 2016) reflect that the committee members requested the TATC to add some programming for web development for both the front end and back end to our training offerings at the College. The College's executive staff, faculty and program supervisors take the EAC advice very seriously and work to implement suggestions as feasible.

Additionally, those minutes reflect the following:

Initial thoughts were HTML5, CSS, Angular, React, Java Script, and Swift would be beneficial. This is entry level material, showing how to make it work on both, the front end and back end. Mr. Scott indicated he would be willing to sit on the EAC for that program area and get a replacement for him on this committee. He also indicated that he knew a couple of people in the Tooele region who work in Salt Lake as contractors doing this sort of work. Manny Jaramillo indicated that he knows of a person with the expertise, who just retired, and may be interested in the program as well.

A specific employer advisory committee to support this program is in the process of being developed with two regional employers committed to the work at this time.

UTAH SYSTEM OF TECHNICAL COLLEGES

AGENDA ITEM

BOARD OF TRUSTEES

November 21, 2019



ITEM: P

TOPIC: Board Leadership Strategic Vision

BACKGROUND

Chair Moore, Vice-Chair Osmond, and Commissioner Haines in the September 2019 Board meeting introduced their 2019-2021 UTech Board of Trustees Leadership Vision, Goals, and Objectives. After discussion and input, the Board approved the general direction, with a caveat that the new 10-Year Strategic Planning Committee would make adjustments and clarify the wording of the document, and present it to the Board for final approval.

Board leadership has made interim adjustments to the document based on discussions with stakeholders since the September meeting. Leadership will highlight the revisions for further Board discussion and input. The 10-Year Strategic Planning Committee will then conduct its review and adjustments for approval in the January board meeting, to be used as the basis for the 10-year strategic plan.

RECOMMENDATIONS

Information/Discussion.

Attachments: 2019-2021 UTech Board of Trustees Leadership Vision, Goals, and Objectives

- November 21, 2019 update
- September 18, 2019 original

UTAH SYSTEM OF TECHNICAL COLLEGES BOARD OF TRUSTEES

November 12, 2019 (draft)



UTech Board of Trustees Leadership Vision, Goals, and Objectives:
Utah's Technical College Leadership is uniquely prepared to drive the vision, protect the value, and support the growth of career and technical education in Utah.

- 1. Build and Approve 10-year UTech Strategic Framework:**
 - Develop a framework in partnership with Commissioner, Presidents, and Trustees.
 - Use the framework as a guideline for Technical College Presidents' strategic planning.
 - Use in structuring long-term CTE and academic opportunities in Utah's higher education.
 - Long-term system student outcomes, placement, budgeting, facilities plan/strategy.
- 2. Lead and Align Program Criteria for all State CTE Offerings:**
 - Require all state-funded CTE programs must lead to high-wage, high-skill, and high demand job outcomes, as defined and approved jointly with Utah's technical college governing body.
 - The governing body for Utah's technical colleges shall define, approve, and audit statewide postsecondary CTE program criteria, and coordinate secondary CTE program alignment.
 - Statewide CTE program criteria will apply statutorily to all Utah education systems offering CTE programs (UTech/USBE/USHE).
- 3. Implement new CTE Program Criteria Advisory Committee:**

Statutorily create a new CTE Program Criteria Advisory Committee:

 - Consists of regionally-selected large and medium-sized employers, and reps from UTech, USHE and USBE.
 - Committee to review and recommend high-wage, high-demand, high-skill CTE program criteria and offerings.
 - Committee to help establish a consistent state-wide employer-driven CTE curriculum.
 - The governing body for Utah's technical colleges shall provide final approval of criteria and offerings recommended by CTE committee for postsecondary CTE programs.
- 4. Establish Industry Credential Attainment for High School Graduation:**
 - Explore with USBE requiring or encouraging graduating students to earn at least one Technical College Certificate or industry credential as part of state high school graduation requirements.
 - Credentials and related test(s) to be paid/funded by the Public Education System for all K12 students.

UTAH SYSTEM OF TECHNICAL COLLEGES BOARD OF TRUSTEES

September 18, 2019



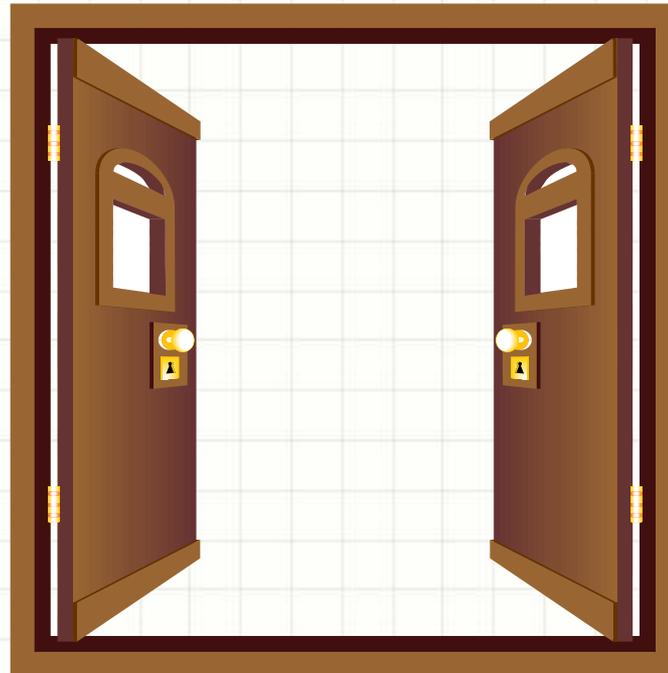
UTech Board of Trustees Leadership Vision, Goals, and Objectives:

Utah's Technical College Leadership is uniquely prepared to drive the vision, protect the value, and support the growth of career and technical education in Utah.

- 1. Build and Approve 10-year UTech Strategic Framework:**
 - Develop a framework in partnership with Commissioner, Presidents, and Trustees
 - Use the framework as a guideline for UTech College Presidents' strategic planning
 - Use in structuring long-term CTE and academic opportunities in Utah's higher education
 - Long-term system student outcomes, placement, budgeting, facilities plan/strategy.
- 2. Define and Oversee Program Criteria for all State CTE Offerings:**
 - Require all state-funded CTE programs must lead to high-wage, high-skill, and high-demand job outcomes, as defined and approved by Utah's technical college governing body
 - Utah's technical college governing body shall define, approve, and audit statewide CTE program criteria
 - Statewide CTE program criteria will apply statutorily to all Utah education systems offering CTE programs (UTech/USBE/USHE)
- 3. Implement new CTE Program Criteria Advisory Committee: Statutorily create a new CTE Program Criteria Advisory Committee:**
 - Consists of regionally-selected large and medium-sized employers, and reps from USHE and USBE
 - Committee to review and recommend high-wage, high-demand, high-skill CTE program criteria and offerings
 - Committee to help establish a consistent state-wide employer-driven CTE curriculum
 - Utah's technical college governing body shall provide final approval of CTE committee program criteria and offering recommendations
- 4. Establish Industry Credential Requirement for High School Graduation:**
 - Require all graduating students must earn at least one Industry Credential or Technical College Certificate as part of state high school graduation requirements
 - Credentials and related test(s) to be paid/funded by the Public Education System for all K12 students.



OPEN AND PUBLIC MEETINGS TRAINING



March 15, 2018

Training Outline

- ❖ Public Policy
- ❖ General Rule
- ❖ Definitions
- ❖ Notice Requirements
- ❖ Agenda Requirement
- ❖ Minutes/Recording of Open Meetings
- ❖ Closing a Meeting
- ❖ Record of Closed Meetings
- ❖ Electronic Communication Outside of Meeting
- ❖ Training and Enforcement



Public Policy - §52-4-102

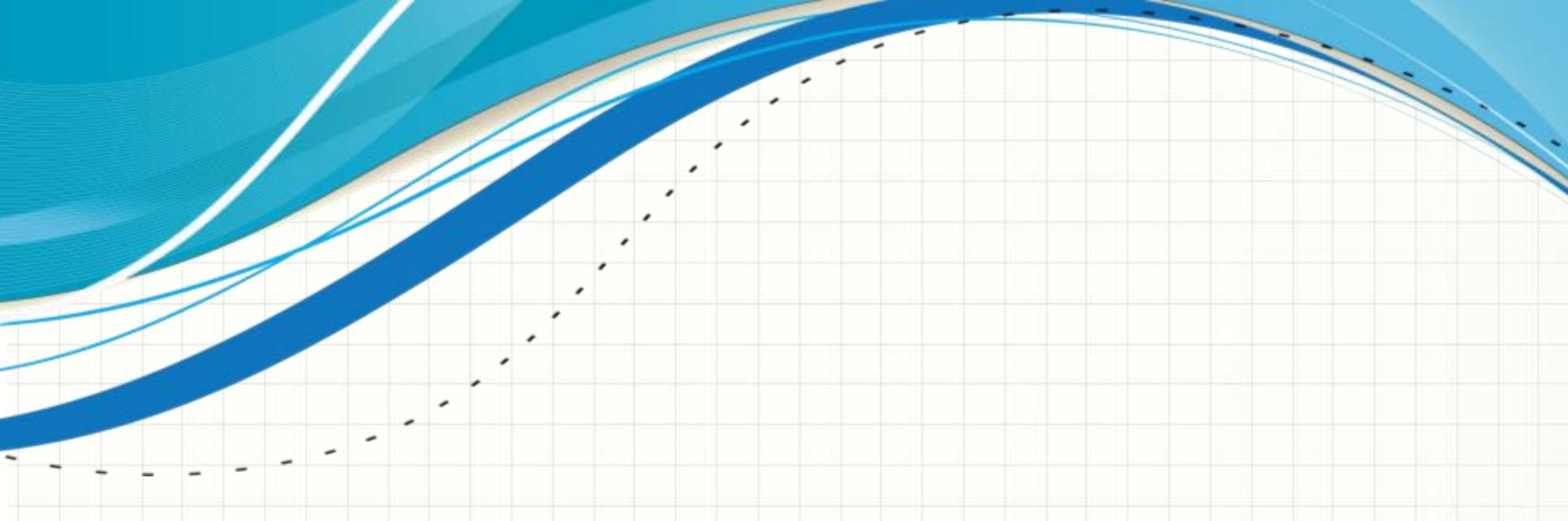
- ❖ Public bodies exist to aid in the conduct of the people's business.
- ❖ Their actions and deliberations should be taken and conducted openly.



BROAD INTERPRETATION

“The Open and Public Meeting Act should be interpreted broadly.....Therefore, it follows that the exceptions to open meetings be strictly construed.”

Kearns-Tribune Corp. vs Salt Lake County Commission, 28 P.3d 686 (2001).



DEFINITIONS

What is a “Public Body”?

The Board of Trustees is a public body.

“Public body” means any administrative, advisory, executive, or legislative body of the state or its subdivisions that:

1. is created by the Utah Constitution, a statute, rule, ordinance, or resolution;
2. consists of two or more persons;
3. expends, disburses or is supported in whole or part by tax revenue; and
4. is vested with the authority to make decisions regarding the public’s business.

What is Considered a “Meeting”?

- ❖ “Meeting” means:
 - the convening of a **public body**, (including a workshop)
 - with a **quorum** present, whether in person or by means of electronic communications,
 - for the purpose of **discussing** or acting upon **a matter over which the public body has jurisdiction or advisory power**.

- ❖ This does **NOT** include:
 - a **chance** or **social** meeting.

Electronic Meetings

- An electronic meeting is a public meeting convened or conducted by means of a conference using electronic communication. – UCA 52-4-103(3)
- The Board may not hold an electronic meeting unless it first adopts a resolution governing the use of electronic meetings. – UCA 52-4-207(a)



What is a “Quorum”?

“Quorum” means a simple majority of membership of a public body, unless otherwise defined by applicable law.



NOTICE REQUIREMENTS

TIME

DATE

PLACE

AGENDA



Public Notice is satisfied by:

1. specifying the date, time and place of the meeting,
2. posting written notice at the principal office of the Board, or if no principal office exists, at the building where the meeting is to be held, *and* on the Utah Public Notice Website,
and
3. Providing notice to a local newspaper or local media correspondent.

Notice

- ❖ **24 Hour** notice is required.
- ❖ Notice must provide reasonable specificity to notify the public as to the topics to be considered at the meeting.
List each topic.
- ❖ The 24-Hour notice requirement **may be disregarded** if:
 - due to unforeseen circumstances, it's necessary for the Board to hold an **emergency** meeting to consider matters of an emergency or urgent nature; **and**
 - the Board gives the **best notice practicable** of the time, place, and topics to be considered at the emergency meeting.

AGENDA

No final action can be taken on a topic unless it is on the Agenda.

Exceptions:

- Emergency Meeting
- Topic raised by the public (at the discretion of the Board Chair), but then the topic can only be discussed, not acted upon. UCA 52-4-202(6)

MINUTES

Written Minutes and a recording shall be kept of all open meetings.



Contents of Written Minutes

Written minutes and recordings must include:

- Date, Time and Place of the Open Meeting
- Name of members present and absent
- The substance of all matters proposed, discussed, and decided
- A record of votes taken, by individual member
- Name of every non-Board member who provided testimony or comments to the Board of Trustees and the substance of the testimony
- Any other information that is a record of the proceedings of the meeting that any member requests be entered in the minutes.

Content of Recording of an Open Meeting

- Complete unedited record of all open portions of the meeting from commencement through adjournment.
- Properly labeled with date, time, and place.

Note: Independent, third party recording is allowed so long as it doesn't interfere with the conduct of the meeting.

Public Record

- Pending minutes of an open meeting are public and must be available within 30 days after holding a public meeting.
- Approved minutes of an open meeting are public and must be available within 3 days after approving the written minutes.
- A recording of an open meeting shall be available to the public for listening on the Utah Public Notice Website (or as a link to the recording) within 3 business days after the meeting. UCA 52-4-203(4)(d)

Official Record

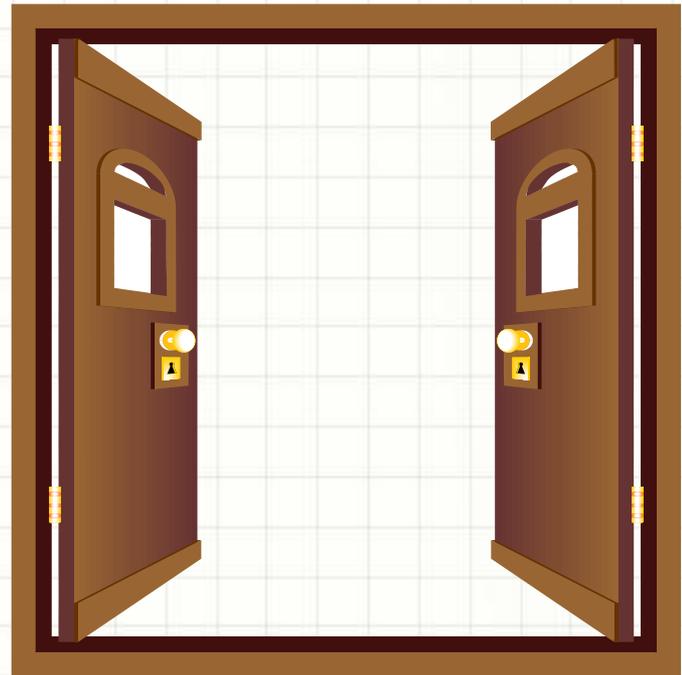
Approved minutes (but not the recording) are the official record of action taken at the open meeting.



General Rule

Every meeting is open. . . except when closed.

- ❖ Every meeting is open to the public unless closed pursuant to Sections 52-4-204, 52-4-205, and 52-4-206 of the Open and Public Meeting Act.



CLOSING A MEETING



NO ADMITTANCE

A Closed Meeting may be held if:

(1) A **quorum** is present, and (2) **2/3** of the Board Members, present at the Open Meeting, vote to approve closing the meeting.

The reasons for holding the closed meeting, the location of the Closed Meeting, and the vote by name of each member of the Board, either for or against the motion to hold the closed meeting, must be publicly announced and entered on the minutes of the open meeting at which the closed meeting was approved.

An ordinance, rule, regulation, contract or appointment may not be approved at a closed meeting.

Purposes of a Closed Meeting

A **Closed Meeting** may **only** be held for:

- Discussion of the character, professional competence, or physical or mental health of an individual.
- Strategy sessions to discuss collective bargaining.
- Strategy sessions to discuss pending or reasonably imminent litigation.
- Strategy sessions to discuss the purchase, exchange, or lease of real property if disclosure of the transaction would disclose the appraisal or value of property, or prevent completion on best possible terms.
- Strategy sessions to discuss the sale of real property.
- Discussion regarding the deployment of security personnel, devices, or systems.
- Investigative proceedings regarding allegations of criminal misconduct.

RECORD OF CLOSED MEETINGS

- A closed meeting shall be recorded and may have detailed written minutes.*
 - *Exceptions: discussion of character, professional competence or physical or mental health of an individual or the discussion regarding the deployment of security personnel, devices, or systems need not be recorded. However, in such cases, a sworn affidavit needs to be signed regarding the purpose of the closed meeting.
- Closed Meeting Minutes or the Recording are protected records under GRAMA, subject to disclosure by court order.

TEXTS AND EMAILS

Nothing in the Open and Public Meeting Act shall be construed to restrict a Board member from transmitting electronic messages to other Board members at a time when the Board is not convened in an open meeting



TRAINING

- The Chair of the Board of Trustees shall ensure that all Board members are provided with annual training on the requirements of Utah's Open and Public Meeting Act.

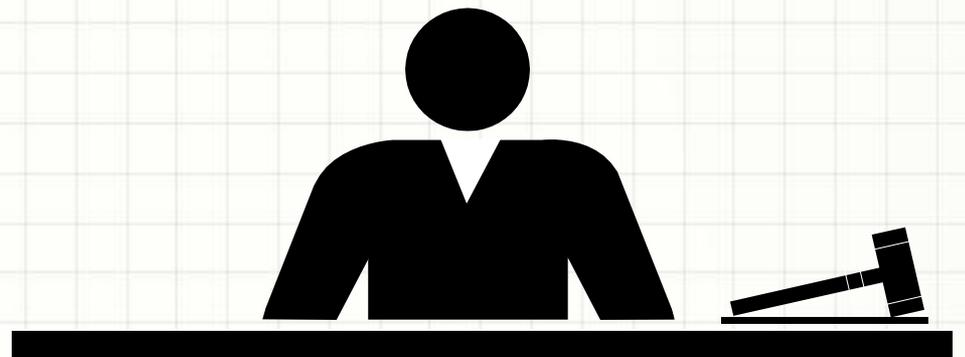


ENFORCEMENT

The Attorney General enforces the Act and shall, annually, provide notice to the Board of any material changes to the requirements for the conduct of Board meetings.

Enforcement of Open Meeting Act

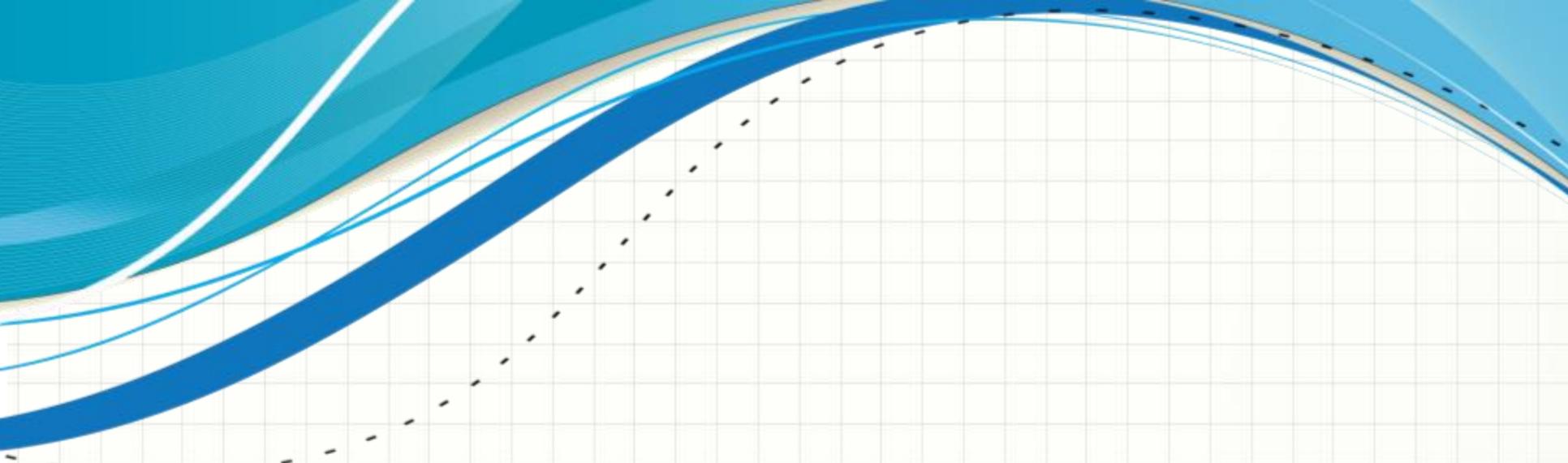
- If a person **disrupts** a public meeting to the extent that orderly conduct is seriously compromised, the person can be **removed**.
- Any **final action** taken in **violation** of certain sections of the Open Meeting Act is **voidable** by a court.



Criminal Penalty

“... a member of a public body who knowingly or intentionally violates or who knowingly or intentionally abets or advises a violation of ANY of the closed meeting provisions of [the Open and Public Meeting Act] is guilty of a class B misdemeanor.”





QUESTIONS?

UTAH SYSTEM OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018



ITEM V:

TOPIC: Reimbursements to Board of Trustees Members

BACKGROUND

To facilitate more efficient mileage and other expense reimbursements to members of the Board of Trustees, direct deposit is now available. The process includes dual controls to safeguard funds and meet audit requirements. Board members are encouraged to complete a Direct Deposit Authorization Form and give it to Executive Assistant Eva Doolin or Assistant Commissioner Tyler Brinkerhoff

Attachments:

Direct Deposit Authorization Form



Utah System of Technical Colleges

Office of the Commissioner

Direct Deposit Authorization Form

Name: _____

Authorization Agreement

I hereby authorize USTC to initiate deposits to my account at the financial institution named below. I also authorize USTC to make withdrawals from this account if a credit entry is made in error. I agree to hold USTC harmless for any delay or loss of funds due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in depositing funds to my account. This agreement will remain in effect until USTC receives a written notice of cancellation from me or my financial institution, or until I submit a new direct deposit form to USTC.

Account Information

Name of Financial Institution: _____

9-digit ABA Routing Number: _____

Account Number: _____ Checking | Savings

Signature

Authorized Signature (Primary): _____ Date: _____

Authorized Signature (Joint): _____ Date: _____

TIP Call your financial institution to make sure they will accept direct deposits.

TIP Verify your account number and routing transit number with your financial institution

TIP Do not use a deposit slip to verify the routing number.

Routing Transit Number

Account Number

JOHN PUBLIC 123 Main Street Your Town, FL 12345	_____ 19 _____	1234
PAY TO THE ORDER OF	_____ \$	<input type="text"/>
Your Town Bank Your Town, FL 12345	_____	DOLLARS
For _____	_____	_____
250000005 123456789022*		

NOTE: THE ACCOUNT AND ROUTING NUMBER MAY APPEAR IN DIFFERENT PLACES ON YOUR CHECK.

UTAH SYSTEM OF TECHNICAL COLLEGES
AGENDA ITEM
BOARD OF TRUSTEES
March 19, 2020



ITEM: S

TOPIC: New Funding Allocations

BACKGROUND

After distributing the earned portion of performance funding to the colleges, \$229,545 remains and may be used to address needs across the system. House Bill 2 appropriated \$500,000 to the UTech Office for allocation to the colleges to address market-based compensation issues with priority to information systems and health professions. Of \$9,000,100 appropriated for program expansion and support services, \$4,000,000 was specified by the legislature to be allocated using the UTech Performance Funding Model. The following items require Board of Trustees action prior to distribution to the colleges:

Industry Competitiveness - Faculty/Staff Comp	\$ 500,000
FY 20 Residual Performance Funding	\$ 229,545
Program Expansion & Support (PF Model)	\$ 4,000,000



2018 BOARD OF TRUSTEES MEETINGS

DATE	SITE	TIME
May 17, 2018	Utah System of Technical Colleges (Salt Lake City)	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 SYSTEMS OF TECHNICAL COLLEGES

AGENDA ITEM

USTC BOARD OF TRUSTEES

March 15, 2018

ITEM Y

TOPIC: Mountainland Technical College (MTEC) and Utah County Academy of Sciences (UCAS) -Partnership

Mountainland Technical College (MTECH) has been approached by the Utah County Academy of Sciences (UCAS) to have the college serve as a sponsoring entity through the Utah Association of Public Charter Schools. This would be an expansion of their current partnership with Utah Valley University, Alpine School District, Nebo School District and Provo City School District.

The request would allow for a closer correlation between MTECH and UCAS. UCAS is purchasing an additional building for a campus location in Provo and is not requesting space in any of the MTECH facilities. They would however allow the college to teach programs at the new location. This sponsorship would facilitate an earlier opening date for the UCAS expansion campus and additional services to students in the region.