Utah System of Technical Colleges
Board of Trustees – Executive Committee Meeting
December 18, 2019 – 7:30 am to 8:00 am
Via Conference Call
310 South Main #1250, Salt Lake City, UT 84101
801-341-6000

MINUTES

Executive Committee Present:
Steve Moore, Chair – Ogden-Weber Technical College
Aaron Osmond – Vice-Chair, Information Technology
Chuck Taylor – Southwest Technical College
Brad Tanner – Non-Union Trade

Executive Committee Members Excused:
Susan Johnson – Manufacturing

UTech Administration:
Jared Haines – Interim Commissioner of
Technical Education
Kim Ziebarth – Associate Commissioner for
Academic and Student Affairs
Zachary Barrus - Assistant Commissioner for
Data and Institutional Research

MINUTES OF MEETING

UTAH SYSTEM OF TECHNICAL COLLEGES

BOARD EXECUTIVE COMMITTEE MEETING

December 18, 2019

The meeting was called to order at 7:33 am by Chair Steve Moore

1. Welcome and Roll Call by Chair Steve Moore
    Steve Moore, Chair – yes
    Aaron Osmond – yes
    Brad Tanner – yes
    Chuck Taylor – yes

2. **Approval of Final FY 2019 Student Enrollment & Outcomes Data**: Chair
    Moore thanked college presidents and their staff, as well as Assistant Commissioner
    Zachary Barrus for their work preparing the data for these reports, and turned the time
    to Assistant Commissioner Barrus.
    Assistant Commissioner Barrus reminded the Executive Committee that at the
    September 19, 2019, board meeting, Trustees approved the preliminary FY 2019 data
    and summaries. The final data presented today will be reflected in the FY 2019 UTech
    Annual Report and then distributed to the legislature.

    There are no significant changes, rather than the placement rate for students who
    graduated in 2019, as of September was 72%, the final percentage increased to 88%.

    Vice-Chair Osmond asked about the percentage in enrollment growth in Tooele
    Technical College. The explanation is that Tooele Tech's headcount increase is due to
    the significantly improved relationships with secondary partners.

    Trustee Tanner noted that the year-end data summary sheet shows the membership
    hours and the student headcount graduation rate for Bridgerland and Uintah Technical
    Colleges with a lower headcount but an increase in the graduation rate. Also, the overall
    system had a 6% headcount increase but 17% in overall graduation. Therefore, it shows
    better training and completion.
    Trustee Tanner also noted the breakout on the placement rate for incarcerated students.

Kim Ziebarth commented that the inmates that participate in the training are within two years of their release from prison or state custody and can find sustainable employment. Also, COE allows colleges to remove these students from the data and the accountability of the campuses.

Vice-Chair Osmond asked Assistant Commissioner Barrus if he saw any specific trends that Trustees should look at as he worked on these reports. Assistant Commissioner Barrus answered that he didn't see any trends, but for next year, the system is working on adding elements and fields to communicate our story better, for example, collecting and reporting the number of students in clinical or externship opportunities, apprenticeship activities with a link to placement with local employers.

Chair Moore asked to include these reporting trends/ideas as an item on the January Board meeting.

Motion: Trustee Tanner moved to approve the Final FY 2019 Student Enrollment and Outcomes Data, as presented.
Seconded: Trustee Chuck Taylor
Voting: Unanimous

3. **Approval of FY 2019 Performance-based Funding Report (College Scores and Allocations**: Assistant Commissioner Barrus stated that annually, the Board of Trustees by statute submit a report to the Higher Education Appropriations Subcommittee detailing the performance-based funding of each of the colleges.

In FY 2019, UTech was appropriated 1.65 million for performance funding, of which $6,84,441 is already obligated to the colleges due to improvements observed last year. This leaves $957,596 available in 2019 for performance awards.

Assistant Commissioner Barrus also reported that there was a keystroke error in 2018's performance calculations that understated the Southwest Technical College 2018 award by $7,963. The error is described in the last attachment in today's agenda. With the Boards' approval, the Commissioner's office is recommending to award the money to Southwest Tech retroactively.

Assistant Commissioner Barrus explained that the Office of the Commissioner had produced the attached report scoring for each college's FY 2019 performance and calculating funding awards consequent to improvements observed. Of the $957,596, available in performance awards, $720,088 were earned by technical colleges this year, leaving $237,508 in the residual fund of which the Commissioner's office is recommending to award $7,963 to Southwest Technical College, amount that Southwest Tech didn't receive last year due to the keystroke error described earlier.

As per legislative instruction, UTech can utilize the remaining fund in system-wide initiatives at the Board of Trustees' discretion rather than saving it until the 2020's performance is calculated. If we take the remaining amount of $237,508 minus the Southwest Tech one-time award of $7,963, the residual amount would be $229,545.

Chair Moore asked if there were any questions regarding the performance-based funding or the understated amount for Southwest Technical College.

Chair Moore asked that we include the Performance-based Funding residual amount as an agenda item for the January board meeting.

Motion: Trustee Chuck Taylor motioned to approve the Final FY 2019 Performance-based Funding Report as presented.
Seconded: Vice-Chair Osmond
Voting: Unanimous

The meeting was adjourned at 8:05 am.