

**OGDEN-WEBER TECHNICAL COLLEGE
BOARD OF TRUSTEES MEETING**

February 24, 2022
Student Services Building
Harold W Ritchey Board Room
4:00 p.m.

MINUTES

MEMBERS PRESENT

Cori Anderson	Business Industry
Nancy Blair	Ogden School District Board of Education
Cameron Cook	Business/Industry
Kori Ann Edwards, Vice Chair	Business/Industry
Christine Jacobson-Ware	Business/Industry
William Shafer	Business/Industry
Matt Wardle, Chair	Business/Industry
Paul Widdison	Weber School District Board of Education

MEMBERS EXCUSED

Mark Jenkins	Business/Industry
Don Salazar	Business/Industry

MEMBERS ABSENT

Slade Opheikens	Business/Industry
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EX-OFFICIO MEMBERS

James R. Taggart	Ogden-Weber Technical College
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GUESTS

Jessellie Anderson (Zoom)	Utah Board of Higher Education
Chad Burchell	Ogden-Weber Technical College
Tyler Call	Ogden-Weber Technical College
Chad Carpenter	Ogden School District
Heather Gerrard	Ogden School District
Jared Haines (Zoom)	Utah System of Higher Education
Adam Michaud	Ogden-Weber Technical College
Maria Milligan	Ogden-Weber Technical College
Luke Rasmussen	Ogden School District
Monica Schwenk	Ogden-Weber Technical College
Joyce Wilson	Ogden School District Board of Education
Tina Smith	Recording Secretary

The Board of Directors of the Ogden-Weber Technical College met on Thursday, February 24, 2022, at 4:00 p.m. in the C. Brent Wallis Student Services Building, Harold W Ritchey Board Room. A Zoom option was provided for members and guests who could not attend in person.

Guests present included Adam Michaud, “OTech Student of the Year”; Superintendent Luke Rasmussen, Ogden School District; Heather Gerrard, Ogden School District; Chad Carpenter, Ogden School District; Joyce Wilson, Ogden School District Board of Education; and Maria Milligan, OTECH marketing manager.

Guests participating via Zoom: Jesselie Anderson, member, Utah Board of Higher Education; and Jared Haines, USHE senior advisor for technical education.

1. BOARD PHOTOS

Board photos were taken at the beginning of the meeting.

2. INTRODUCTION OF NEW BOARD MEMBERS: CORI ANDERSON, PWC; AND CHRISTINE JACOBSON-WARE, WASATCH PHARMACY CARE; AND ADMINISTRATION OF OATH OF OFFICE

Cori Anderson and Christine Jacobson-Ware are the board’s two newest members, representing business.

Ms. Anderson has broad-based experience as a result of owning and operating a family business and is very active in the community. She currently works for PwC and brings finance expertise to the board. She was previously employed with R&O Construction, which provided her with a strong understanding of the role of technical colleges. Ms. Anderson worked closely with the college’s Custom Fit Department, becoming one of its strongest supporters and championing what it can do to increase workforce productivity.

Ms. Jacobson-Ware is a pharmacist and owner of Wasatch Pharmacy Care. She has served on the Pharmacy Tech Occupational Advisory Committee since its inception. She’s a highly sought-after speaker for pharmacist and pharmacy technician professional development and is very active in the community.

Ms. Smith, board secretary and notary public, administered the Oath of Office to Ms. Anderson, Ms. Jacobson-Ware, and Ms. Blair.

3. STUDENT SPOTLIGHT: ADAM MICHAUD, SOTY

The college selected Adam Michaud, machinist program, as its “2022 Student of the Year.” Mr. Michaud graduated from high school in 2008, attended college for a year, and joined the Air Force, separating after 10 years. He enrolled at the University of Utah for a year before researching other educational opportunities which brought him to the Machinist program. He has approximately 60 more hours left to complete and is currently employed by Williams International.

Mr. Michaud knows there’s demand for workers in the field and that he’ll be able to provide for his family in half the time a traditional degree would take to complete. In his

spare time, he enjoys riding motorcycles and is an officer with a local chapter of the Combat Veterans Motorcycle Association.

When asked what the college could do to let more people know about the Machinist program, Mr. Michaud suggested starting in the high schools. He attended a Catholic prep school, and technical education was never mentioned as an option.

4. APPROVAL OF THE MINUTES OF THE MEETING HELD OCTOBER 24, 2021

A motion to approve the minutes of the meeting held October 24, 2021, was made by Kori Ann Edwards, seconded by Will Shafer, and carried unanimously.

5. OTECH / OGDEN SCHOOL DISTRICT CTE PATHWAYS HIGH SCHOOL PROPOSAL

The college has experienced significant increases in secondary enrollments over the past five years as a result of its partnerships with both school districts and charter schools. Enrollments dipped due to COVID but have rebounded during the past six months.

National and state data shows high school students who concentrate in a career and technical education (CTE) area are more likely to graduate on time and enroll in post-secondary education. In Utah, 50 percent of high school seniors aren't accessing any form of post-secondary education three years after graduation. Those that do, struggle to graduate in six years to earn a bachelor's degree.

District and college personnel discussed ways to increase the number of students enrolling at the college and remove barriers (transportation and A/B schedule). They are proposing a partnership where high school students will have early access to credit acquisition through competency-based learning geared toward graduation and early technical college education.

To provide this option to as many students as possible, the college and district are proposing the creation of a CTE Pathways High School to be housed in the former O&A Building on Monroe Boulevard. This will allow students to be on campus to work on their high school curriculum and access technical college programs at the same time.

In addition, if students demonstrate competencies in their programs that meet high school requirements, they would receive graduation credit for those skills.

It is anticipated 150 students will attend on A day, and 150 students would attend on B day, bringing a total of 300 additional students to campus. Students would be on campus all day and will also be able to access some of the college's longer programs and complete them while still in high school.

The CTE Pathways High School will allow students to complete a technical college program tuition free, complete their high school graduation requirements, and enter the workforce with a certificate and a diploma.

Ms. Gerrard, Ogden School District pathways director, is coordinating the project with the college. She indicated traditional high school has a rigid schedule based on seat time--an obstacle for students who want to enroll at the college. Students will be able to personalize their schedule based on the path they have chosen. Students interested in CTE aren't transferring that interest to the relevancy of their core work. The Pathways High School will create that relevancy and let them show they are meeting English and math core competencies in their training.

Ms. Edwards asked how the new model will impact ACT. Superintendent Rasmussen indicated students would still prepare for the ACT. Ms. Gerrard said competency-based learning is tied to the standards. The district is creating a school that will help students transfer their knowledge to a career. Ms. Edwards felt it would be interesting to track whether the new model helps increase ACT scores for this first group of students.

Ms. Anderson asked if the district and college have conducted any validation with employers who might hire these students. As an employer, Mr. Wardle indicated having employees complete training while in high school is an ideal model (for machinists). President Taggart said he is hearing the same message from employers and universities--students who have a tech certificate graduate on time because they already know what they want to do, have experience, and know how to apply it.

President Taggart related board member Slade Opheikens had shared information from a Zion's Bank presentation. One slide showed all the age groups exiting the work force. However, one group is entering the workforce at a high rate--16-19-year-olds. More work is needed to increase the number of secondary students who graduate. The Utah Board of Higher Education (UBHE) sets goals for the system in terms of the number of secondary students graduating with a tech college certificate or who complete one within a year of graduation.

Superintendent Rasmussen indicated the building design will include space for industry partners to provide demonstrations and presentations to students.

Ms. Edwards encouraged Superintendent Rasmussen to sign the school up for the Adopt-A-School program (geared toward K-12) which matches schools with employers. Employers help schools with their needs. Governor Cox has set a goal of 1,000 industry partnerships in a year's time.

Employer partners drove the creation and implementation of the college's AM STEM program which focuses on Industrial Automation. Students at Ben Lomond and Ogden High Schools attend the class at 7:00 a.m., five days a week, and learn advanced automation skills. When they complete, they meet with five of the area's largest manufacturing employers to discuss possible employment.

The Ogden School Board approved finances to remodel the facility so it can be used as educational space. The college will provide the building and land as part of the agreement, and both parties will sign a 25-year lease.

A motion to proceed with the proposal for the partnership between the Ogden-Weber Technical College and the Ogden School District Pathways High School where district

students will attend pathways on the main campus of OTECH was made by Nancy Blair, seconded by Kori Ann Edwards, and carried unanimously.

6. APPROVAL TO SUNSET HIPAA PRIVACY REQUIREMENTS AND NEW EMPLOYEE ORIENTATION POLICIES

Ms. Milligan explained the Policy Team reviewed the HIPAA Privacy Requirements and New Employee Orientation policies as part of its regular review process.

HIPAA Privacy Requirements: The policy was created to ensure the college followed federal law. Upon review, the team found the college is not considered a covered entity under the law; therefore, the team suggested sunseting the policy.

New Employee Orientation: The policy was created to meet Council on Occupational Education (C.O.E.) requirements. The Human Resources Department updated and posted the orientation process online. The process will be easy to document; therefore, the team suggested sunseting the policy.

A motion to sunset the HIPAA Privacy Requirements and New Employee Orientation policies was made by Paul Widdison, seconded by Christine Jacobson-Ware, and carried unanimously.

President Taggart explained Ms. Milligan is the college's marketing manager and Policy Team chair. Mr. Call used to report to the board on policies, but administration felt this responsibility should be assumed by the team chair.

7. APPROVAL OF FY21 AUDIT

The Audit Committee met prior to the start of the board meeting to review the audit report with the state auditors. Ms. Smith will email a copy of the report to the board.

The college's audit is usually conducted in July with results reported to the board in August. However, the accounting director retired during the last week of June 2021, and the payroll specialist retired soon after, leaving one person in the Fiscal Department. A new accounting director and two new employees were subsequently hired. The audit was postponed until January to allow time to onboard the new employees.

The college received an unmodified opinion. The auditors issued four audit adjustments (which the college will make), three of which pertain to capital assets. Due to the previous year's finding along with the adjustments and the dollar amounts involved, the auditors identified a material weakness of internal controls.

When the college purchased the former O&A Building (facility on Monroe Blvd.), the college booked it as a building. The auditor indicated it should have been booked as land. Buildings depreciate, but land doesn't.

As a result of the report, the college is implementing new processes, procedures, and policies.

The college intends to return to its regular July audit timeline. Will provide a good opportunity to view progress made on the changes being implemented.

Ms. Anderson recommended writing the findings up in an easy-to-read format. When Ms. Murdock applies for grants, donors will want an explanation.

A motion to approve the FY21 audit was made by Kori Ann Edwards, seconded by Will Shafer, and carried unanimously.

8. APPROVAL OF FY23 TUITION AND FEES

The college is not requesting increases to FY23 tuition (currently \$2 per clock hour) or fees.

The Utah System of Higher Education has proposed the technical colleges change tuition from clock hour to credit hour. As a result, the colleges will need to account for tuition differently in the future. The state auditors conducted a study on fees and recommended the degree-granting institutions charge general fees to tuition. The tech colleges may have to do the same.

On a side note, Ms. Blair noted motions are written out for Ogden School District Board of Education members. President Taggart indicated the Utah Board of Higher Education follows the same process. The college will look at this practice and consider instituting it at the next meeting.

A motion to not increase tuition and fees for FY23 was made by Nancy Blair, seconded by Paul Widdison, and carried unanimously.

9. STUDENT SATISFACTION SURVEY RESULTS

Ms. Schwenk reported the college surveys students on a regular basis during their educational journey (no more than six times) to see how they're doing and whether the institution is meeting their needs.

First quarter results:

- Sent over 3,100 surveys; 11.4 percent response rate.
- The survey uses a scale of 1 to 10.
 - Scores of 9 and 10 are the highest; indicate the student would recommend the college to friends and family.
 - Scores of 7 to 8 are passive; indicate students feel okay with how they are being served.
 - Scores of 6 or lower are considered detractors and need to be addressed.
 - The overall net promoter was an 8.6 (yellow zone). The surveys provide information on how each Student Services department is performing.

- Certificate leavers continue to have the lowest scores, and there were 21 respondents in this category. Ms. Schwenk or Mr. Burchell will personally call them if they indicate they would like to be contacted. There are a range of reasons for leaving the college—didn't have enough time; schedule wasn't flexible enough; not what they wanted to do; family obligations.

The surveys provide good information and help the college comply with accreditation standards. The data is provided in real time, and all employees can view it.

Passive scores are reviewed in Student Services staff meetings on a monthly basis. Employees brainstorm ideas to increase the positivity of the student experience.

10. LEGISLATIVE UPDATE

President Taggart reported on the following:

- Tax revenues are coming in higher than anticipated, though caution is advised. A large portion of funding is coming from federal dollars; treat them as one time rather than ongoing.
- OTECH requested \$1.37 million to be used for Apprenticeship; offering Business courses in Spanish; hiring instructional coaches; creating new programming controls operations training (a subset of the Industrial Automation program); providing better access to mental health services for students; hiring a grant writer; strengthening IT infrastructure; opening a cybersecurity position; providing wraparound services for students; purchasing HR applicant tracking software; and transitioning the Automotive program to electric and hybrid. Requested \$623,000 of one-time equipment funds.
- The number one priority for all USHE institutions is compensation. The legislature passed a base bill at the beginning of the session which included a 3.5 increase for state employees with a discussion about additional funding across the board or for targeted areas.
- A bill for higher education performance funding goals for the next five years has passed the House and Senate. This is the last year the tech colleges will request market demand and programmatic expansion funding. Beginning in FY24, the tech colleges are under a performance structure like the degree-granting institutions.
- Jesselie Anderson's father, Haven Barlow, passed away a few weeks ago. He championed ongoing funding for the tech colleges at a time when three of the tech colleges were being funded month to month through block grants. He recognized the value of technical education. Mr. Barlow was highlighted on the OTECH's Wall of Fame; helped DTECH obtain land for its campus; and helped ensure Weber State could become a university.

11. INFORMATION/DISCUSSION

Members did not have any questions about the information items.

12. NEXT MEETING

The Board of Directors is scheduled to meet on Thursday, April 28, 2022, at 4:00 p.m. in the C. Brent Wallis Student Services Building, Harold W Ritchey Board Room.

Meeting adjourned at 5:13 p.m.