



Board of Trustees Meeting – February 27, 2025, 4:00 p.m.

Student Services Building, Harold W. Ritchey Board Room/Zoom

Board Members in Attendance:

Kori Ann Edwards, Chair

William Shafer, Vice Chair (remote)

Lori Belnap Pehrson

Paul Widdison

Sara Toliver

Jennifer Zundel

Jan Burrell

Board Members not in Attendance:

Slade Opheikens

Cameron Cook

Christine Jacobson – Ware

Cori Anderson

OTECH Administration:

James R. Taggart, President

Johna Howard, Vice President for Student Services

Tyler Call, Vice President for College Services (remote)

Maria Milligan, Associate Vice President for College Advancement

Anita Ruiz, Senior Executive Assistant Board Secretary

Guests:

Jeremy Shaw, Assistant Attorney General

1. STUDENT SPOTLIGHT: STUDENT OF THE YEAR REPRESENTATIVES

The Student of the Year Representatives were introduced to the Board of Trustees Members.

Lance Allen, Machinist student and graduate of the Composites and Computer Aided Design programs. Lance is also a National Technical Honor Society member.

Katie Craven, graduate of the Business program and a National Technical Honor Society member.

Adilen Gil, Cosmetology and Weber State University student and graduate of the Nail Technician and Nursing Assistant programs.

Jessi Guzman, graduate of the Medical Assistant program and currently working as a full-time medical assistant at Tanner clinic.

2. APPROVAL OF MEETING MINUTES

The meeting minutes from the board of trustees meeting held October 24, 2024, were reviewed and approved as written.

Approval of the Board of Trustees Meeting Minutes from October 24, 2024

Motion to approve: Jan Burrell and seconded by Paul Widdison

Final approval: Motion carried unanimously.

3. APPROVAL OF POLICIES

Management of College Investments Policy

The Utah Board of Higher Education Policy R541 *Managing and Reporting of Institutional Investments* requires that each institution board of trustees adopt an institutional policy and procedure regarding investments. The policy was reviewed and approved as written.

Approval of the Management of College Investments Policy

Motion to approve: Lori Belnap Pehrson and seconded by Sara Toliver

Final approval: Motion carried unanimously.

APPROVAL TO REPEAL POLICIES

Reduction in Force Policy

A separate severance pay policy is no longer needed. The information on severance pay has been included in the *Reduction in Force Policy – 520.43* and only applies when a benefit eligible college employee is subject to a “reduction in force.”

9 to 11-Month Positions and Benefits Eligibility Policy

There are no current employees on a 9 to 11-month employment agreement. The college has not hired anyone in this category for the past several years. College staffing needs are best met with 12-month salaried and part-time employees.

Approval of Repeal the following policies: Reduction in Force and 9 to 11-Month Positions and Benefits Eligibility

Motion to approve: Jan Burrell and seconded by Lori Belnap Pehrson

Final approval: Motion carried unanimously.

4. APPROVAL OF FY26 STUDENT TUITION AND FEES

Vice President Howard met with the Student Services Board of Trustees Committee and the Student Advisory Council as the Student/Trustee Tuition and Fee board to discuss tuition and fees.

- After a review of the tuition received for FY25 and enrollment trends, college administration is not recommending any changes in tuition for FY26.
- In FY26, college administration is proposing an increase in the Official Transcript Fee from \$5.40 to \$10. This will only apply to students requesting an official transcript.
- Students that cannot pay for an official transcript can access basic needs funding through the college foundation.
- This increase will make certificate and transcript services self-sustaining and save the college \$58,000 by the end of FY27 and will give students one location to get their certificate and transcript.

Chair Edwards asked if there are any technical colleges raising fees this year? President Taggart shared that the Utah Board of Higher Education has the final approval for change in tuition by recommendation of the Board of Trustees. As a college we were not aware of any technical colleges that were going to increase tuition. We are consistent with Bridgerland and Davis Technical colleges at \$95 per credit hour.

General fees must be reviewed by the Board of Higher Education and other fees reviewed by the local board of trustees. Ogden-Weber Technical College is the only institution that does not have any course fees. There may be some colleges that are looking to raise course fees or change their fee structure, but the college tries to keep our fees limited.

Approval of the FY26 Student Tuition and Fees

Motion to approve: Sara Toliver and seconded by Paul Widdison

Final approval: Motion carried unanimously.

5. APPROVAL OF COLLEGE FUNDED CAPITAL IMPROVEMENT PROJECTS

President Taggart shared that at the end of last fiscal year, the college had 12.5 million dollars in our fund balance savings account. The state auditor suggests that we keep between 5% to 7% of our total operating costs in fund balance in case of an emergency.

The college proposes to initiate the design phase in this fiscal year at an estimated cost of \$300,000.00 for repurposing the gymnasium into an event center and reconfiguring cosmetology, barbering, and Nail technician spaces.

The college receives funds from the Division of Facilities and Construction Management for improvements, however, the needs of the college exceed what we receive annually for capital improvements.

The college is requesting approval of releasing \$300,000.00 for the design phase and an estimated \$3 million for repurposing of the gymnasium and \$1.5 million for the reconfiguring of cosmetology, barbering, and the nail technician space. This has been approved by the Finance Audit Facilities Board of Trustees Committee.

Approval of the College Funded Capital Improvement Projects

Motion to approve: Lori Belnap Pehrson and seconded by Jan Burrell

Final approval: Motion carried unanimously.

6. LEGISLATIVE UPDATE

President Taggart shared the following highlights for this legislative session:

- He shared the college centerpiece created by a former CAD instructor and then built by the Machinist program for Higher Education Day on the Hill. Student Advisory Council and Student of the Year members were able to attend.
- Ogden Weber Technical College has exceeded its performance metrics for the past two years: With an increase of 20% in high school graduates, 32% increase in timely completion, and a 60% increase in high yield awards.
- 83% of our students are part-time, which means we are meeting students where they are at.
- The college had such great growth that Ogden Weber Technical College qualified for growth funding. The college was fully funded in two areas for ongoing growth funding.
- Ogden ranked #2 in the nation for economic growth.
- 25% of our students are secondary students and we are proud of our high school partnerships.

7. INFORMATION/DISCUSSION

Chair Edwards thanked the college for the detailed reports and information shared monthly with all members of the board of trustees. Every month, board leadership reviews these in detail with President Taggart and Vice President Call. Chair Edwards encouraged trustees to review the monthly college reports and information highlighting student outcomes, budget, and metrics towards meeting strategic plan objectives.

8. EXECUTIVE SESSION: *The board may elect to go into a closed session which will not be open to the public, pursuant to Utah Code Title 52, Chapter 4, sections 204, 205, and 206.*

9. OPEN DISCUSSION
There were no further items of discussion.

10. NEXT MEETING
April 24, 2025, 4:00 p.m.

11. ADJOURN
With no further discussion items, the meeting adjourned at 5:15 p.m.