

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

April 27, 2023
Student Services Building
Harold W Ritchey Board Room
4:00 p.m.

MINUTES

MEMBERS PRESENT

Nancy Blair	Ogden School District Board of Education
Cameron Cook	Business/Industry
Don Salazar	Business/Industry
Christine Jacobson-Ware	Business/Industry
William Shafer	Business/Industry
Matt Wardle, Chair	Business/Industry
Cori Anderson	Business/Industry
Kori Ann Edwards (Zoom)	Business/Industry
Mark Jenkins	Business/Industry
Paul Widdison	Weber School District Board of Education

MEMBERS EXCUSED

Slade Opheikens	Business/Industry
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EX-OFFICIO MEMBERS

James R. Taggart	Ogden-Weber Technical College
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GUESTS

Kim Ziebarth (Zoom)	USHE
Maria Milligan	Ogden-Weber Technical College
Chad Burchell	Ogden-Weber Technical College
Tyler Call	Ogden-Weber Technical College
Johna Howard	Ogden-Weber Technical College
Anita Ruiz	Recording Secretary

The Board of Directors of the Ogden-Weber Technical College met on Thursday, April 27, 2023, 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.

Employee guests joining via Zoom: Kim Ziebarth, Associate Commissioner USHE

Mr. Wardle shared information on the food items prepared by the students in the Culinary Arts program.

1. APPROVAL OF THE MINUTES OF THE MEETING HELD FEBRUARY 23, 2023.

A motion to approve the minutes of the meeting held February 23, 2023, was made by William Shafer; seconded by Cameron Cook; and carried unanimously.

2. INTRODUCTION OF STATE SKILLS USA COMPETITION MEDALISTS

Marilyn Brown, cosmetology instructor and Tyler Kelbert, Barbering Instructor introduced winners of the State Skills USA competitions.

Winners that were introduced were:

Brooklyn Winn - Barbering Gold Post-Secondary
Arturo Nava - Barbering Silver, Post-Secondary
Amber Owen - Barbering Bronze, Post-Secondary
Kenzey Hadley - Barbering Gold, Secondary Weber High school
Cassidy Black - Cosmetology Gold, Post-Secondary
Lupita Ramirez - Cosmetology Bronze, Post-Secondary
Kallee Stephens - Cosmetology Gold, Secondary Fremont High School
Carly Green - Job Skill Demo Silver, Secondary Fremont High School
Ryen Bailey - Job Skill Demo Gold, Secondary Weber High School

3. INTRODUCTION OF NEW EMPLOYEES

The following new employees were introduced to the Board of Trustees:

Carlos Orellana - Program Coordinator, Natalie Wilson - Program Coordinator, Regina Carver - Financial Aid Manager, and Robert Higgs - Bookstore Manager.

4. HIGH SCHOOL GRADUATE SUMMER SCHOOL SCHOLARSHIP UPDATE

Ms. Howard explained that the Summer Bridge Scholarship has been used in the past to help high school students bridge the gap between high school graduation and completion of their program. It has been very successful in facilitating hundreds of students to complete their programs. To support the USHE initiative to increase access to post-secondary programs, the college decided to shift how we think about this scholarship.

This year OTECH has made the Summer Bridge Scholarship available to all graduating high school seniors. Graduating High School seniors in Ogden and Weber School districts were each mailed a personalized letter informing them that they had been granted a summer scholarship that funds tuition until September. Multiple charter schools were invited to share this exciting news with their students so their students could utilize the scholarship as well. All students were given a QR code to complete an intake form and activate their scholarship.

To date, 450 intake forms have been submitted. We have awarded almost 200 scholarships to students. There have been 189 current students apply for the scholarship and 204 new students that are actively working through the enrollment process.

We are thrilled at the overwhelming response to this inaugural effort to increase access to technical training. The scholarship closes on April 28, 2023, and we are excited to see the positive impact this will have in our programs and our community.

5. FY24 STRATEGIC PLAN APPROVAL

President Taggart explained that the strategic planning team meets, and entire college make recommendations on changes to the strategic plan for the upcoming year.

Updates are made annually but there are minimal changes this year due to preparation of our reaffirmation visit.

We will be developing a new strategic plan and give employees and employer partners the opportunity to provide input on changes for the next five years.

President Taggart reviewed the minimal changes outlined in the plan. Strategies were removed that are complete. After reviewing he asked board members if they had any questions.

Mr. Cook asked where funding comes from. Mr. Call explained that appropriations have increased and there are federal grants and state funds that are included in the financial resources.

A motion to approve the FY24 Strategic Plan was made by Christine Jacobson-Ware, seconded by Nancy Blair, and carried unanimously.

6. APPROVAL OF THE BUDGET MODIFICATIONS

Mr. Call reviewed the proposed changes for all FY23 budgets.

Operating Revenues

- Tuition and Fees will increase by \$31,000 to increase student fees and align with income that is estimated for the remainder of the year.
- The YouthBuild and AmeriCorps Grants needed to be increased by \$116,261 to adjust the revenue to what we have already spent on the grant.
- State grants are being reduced by \$44,899 to reduce the budget for the George Washington High School construction agreement and SWI Construction Grant. Neither of them is being utilized. SEOG (Supplemental Educational Opportunity Grant) state match funds were added at the beginning of the year but is non-operating revenue and is being moved.
- Sales and services of education departments will increase by \$22,000 for Custom Fit private training that was not expected at the beginning of the year.
- Auxiliary enterprise revenue is estimated to increase overall by \$39,500 to adjust the bookstore revenue and recognize revenue that was received for SkillsUSA that was not expected.

Operating Expenses

- Cost of goods sold is increasing by \$60,000 to adjust for bookstore inventory needs.
- Salary and employee benefits are decreasing by a total of \$303,250 to reduce

unfilled positions and shift funds within the budgets.

- General and travel budgets are increasing by a total of \$937,024 to accommodate shifts within the budgets.

Non-operating Revenues

- Grants-Federal will increase \$552,000 to adjust the Pell revenue to reflect a more accurate amount.
- Grants-State will increase \$323,935 to move the SEOG (Supplemental Educational Opportunity Grant) state match amount from operating to non-operating and to recognize the Learn & Work carry over grant for nursing assistant and the new round of re-engagement funds. Both grants were not available at the beginning of the year.
- Investment income is being increased by \$463,000 to adjust for the higher yield being received from our investment in the Utah Public Treasurers' Investment Fund.
- Capital expenditures are being increased by \$753,960 to include the amount from last fiscal year. This was carried over for construction in progress for items that were paid in FY22 and were not completed until FY23.

A motion to approve the Budget Modifications was made by Christine Jacobson-Ware, seconded by William Shafer, and carried unanimously.

7. INFORMATION/DISCUSSION

Board members did not have any questions on the materials presented.

President Taggart thanked the Board of Trustees members and the input and support that they provide to the Ogden-Weber Technical College.

8. NEXT MEETING

The Board of Directors is scheduled to meet on Thursday, June 22, 2023, at 4:00 p.m. in the C. Brent Wallis Student Services Building, Harold W Ritchey Board Room.

Meeting adjourned at 4:50 p.m.