

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

June 22, 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
Christine Jacobson-Ware (Zoom)	Business/Industry
William Shafer	Business/Industry
Matt Wardle, Chair	Business/Industry
Cori Anderson	Business/Industry
Paul Widdison	Weber School District Board of Education

MEMBERS EXCUSED

Slade Opheikens	Business/Industry
Don Salazar	Business/Industry
Kori Ann Edwards	Business/Industry
Mark Jenkins	Business/Industry

EX-OFFICIO MEMBERS

James R. Taggart	Ogden-Weber Technical College
------------------	-------------------------------

GUESTS

Kim Ziebarth (Zoom)	USHE
Eric Petersen (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
Julianne Wessman	Ogden-Weber Technical College
Anita Ruiz	Recording Secretary

The Board of Trustees 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 and Eric Petersen.

Ms. Howard shared information on the food items prepared by the students in the Culinary Arts program.

1. STUDENT SPOTLIGHT – JEREMY HERNANDEZ, COMPOSITES PROGRAM AND ELIJAH WHITNEY, BUSINESS AND COMPUTER AIDED DESIGN PROGRAM

Jeremy Hernandez

Mr. Burchell explained that Jeremy started his composites adventure at Ben Lomond High School where he finished composites I and composites II before enrolling into the Composites Program at the Ogden-Weber Technical College.

Jeremy is the ideal student always coming to class ready to learn and try new ideas to improve his projects. He wishes to one day have his own composites shop customizing people's cars. He and another student took their first attempt at skinning car parts, developing a process, and later refining their process to produce professional looking parts.

While attending class at the college, Jeremy was a lab aid at Ben Lomond High School, was awarded student of the month, externed at Northrop Grumman via UAP, and graduated from the UAP program. Just before graduating from high school this spring, he received a job working for Panhwar Jet, making \$27 dollars per hour, an outstanding wage for someone just graduating out of high school. A prime example of how technical education can elevate someone's life.

Elijah Whitney

Mr. Thornock explained that the opportunity to attend the Ogden-Weber Technical College was presented in Elijah's sophomore year and he began the Computer Aided Design Program.

Elijah said that CAD gave him the hard skills to begin his career while Business showed him how he could one day start working for himself. Having the idea of gaining freedom in the back of his mind is what really started motivating him to try his best and still does today.

Elijah powered through manufacturing design very quickly attending school both during the school year and in the summer months. He received his CAD certificate at the end of his junior year in June. He continued his training here enrolling in the Business Program and received that certificate in December. Elijah enrolled in CAD again taking extra courses in surface modeling, mold design, and freeform modeling just to enhance his skills.

Elijah graduated early from DaVinci Academy in February 2023 and in April 2023 after interviewing him and seeing his knowledge and potential, Northrup Grumman hired him as a contract Designer paying him \$50 per hour. Elijah is 19 years old.

2. APPROVAL OF THE MINUTES OF THE MEETING HELD APRIL 27, 2023.

A motion to approve the minutes of the meeting held April 27, 2023, was made by Cori Anderson; seconded by Paul Widdison; and carried unanimously.

3. APPROVAL OF FY24 BUSINESS PLAN

President Taggart explained that the Strategic Plan was approved at the last meeting. The Business Plan identifies the specific objectives, plans and outcomes tied to the college Strategic Plan. The Business Plan also includes the funding priorities within the budget to accomplish the objectives in FY24.

Business Plan Goals:

Increase graduation rate among historically underrepresented groups (HUGS) to mirror the overall graduation rate within 2 percentage points.

Increase underrepresented student support with implementation of the following:

- Augment student support positions in counseling, financial aid, and admissions.
- Expand service hours to include more evening and Saturday hours.
- Develop Spanish outreach materials, including virtual tour.
- Offer monthly bus passes to students.

Increase the number of college certificates awarded to better meet workforce demands.

- Increase certificate completion by 9% for a total of 1,200 certificates awarded.
- Increase opportunities for on-the-job skills demonstration (hybrid apprenticeship model).
- Increase opportunities for high school students to complete full college programs before high school graduation, or within 3 months post-high school graduation.

Reduce number of students who enroll but do not complete certificate programs.

- Increase college graduation rate – target 45%.
- Increase student/faculty engagement in all programs.
- Utilize instructional coach to support faculty development.
- Increase student retention through first week orientations and ongoing weekly reviews with program coordinators.

Create 2025 – 2030 OTECH Strategic Plan

- Engage with employees, students, board of trustees, school district and university partners, and business, industry and community leaders in the creation and validation of:
 - Vision and Mission
 - Core Values
 - Objectives (goals)

- Strategies (long-term plan to achieve goals)
- Approval by Board of Trustees by April 2024

Obtain legislative appropriation for OTECH Pathway Building

- Work with DFCM and Office of Commissioner of Higher Education to update all capital facility request materials
- Develop materials emphasizing importance, need, value and impact of Pathway Building
- Work with Ogden-Weber Chamber of Commerce and Northern Utah Chamber Coalition (NUCC) legislative affairs committees to have OTECH Pathway Building identified as the top capital facilities priority for Weber County and Northern Utah.
- Meet with area legislators and key members of the Infrastructure and General Government (IGG) Appropriations Subcommittee and Executive Appropriations Subcommittee.
- Present funding request during the 2024 legislative session
- Commit primary donor(s) and prepare all materials and systems to launch supplementary capital campaign.

Maintain student retention and budgeted tuition revenue through clock-hour to credit implementation.

- Monitor variances in expected and historical enrollment numbers
- Work closely with instructional program directors, admissions office, and financial aid office staff to ensure student retention is not negatively affected.
- Monitor tuition and fee revenue with current budget and historical data
- Evaluate and reduce the costs of required course materials at the College Bookstore when possible.

Funding Priorities and Budget

During the FY24 legislative session, the college received the following new appropriations:

- \$1,140,100 to fund an 8.75 percent compensation increase and a 7.2 percent health benefit increase. The college is in its fifth year of the Select Health Share program and incurred a 2.5 percent increase.
- \$50,200 of ongoing funds for property insurance and college vehicle fleet increases, and the addition of cybersecurity liability coverage.
- \$1,246,500 of ongoing funds for market-driven program expansion. These funds will be used to aid with growth and capacity limitations in the college's high demand/wage programs. Additionally, support services for first-generation, economically disadvantaged, and underrepresented populations will be added to better serve students and ensure better outcomes. A full-time security position will also be added at our BDO campus.
- \$385,800 of one-time funds for equipment. This will help instructional programs maintain and purchase industry-standard equipment used by employer partners.

A motion to approve the FY24 Business Plan, was made by Nancy Blair; seconded

by Will Shafer; and carried unanimously.

4. APPROVAL OF FY24 OPERATING BUDGET

Mr. Call explained that the FY24 Operating Budget includes all funds, and the following items of change were reviewed:

- Student tuition and fee revenue is increasing by \$189,000. In FY24 there will be a mixture of previous year students who will continue to be charged tuition and fees at a clock hour rate and new students that will be charged tuition and no fees at a credit hour rate.
- Federal Grants and Contracts revenue is decreasing by \$46,775 due to Youth Build and AmeriCorps awards cycle grants closing.
- Auxiliary Enterprise revenue is decreasing by \$419,074. This is a result of planned reduction of prices for required student textbooks and supplies. In previous years, profits from bookstore sales were used to pay for the salaries and benefits of college bookstore personnel. In FY24, salaries and benefits for college bookstore personnel have been moved to the general operating fund. The college has closed operation of a self-supported driver's education program. The budget decrease reflects elimination of revenue generated by the driver's education program.

Operating Expenses

- Federal Grants are decreasing by \$1,863,026 due to the ending of the Higher Education Emergency Relief Funds (HEERF) in FY23.
- State Grants are decreasing by \$38,091 due to reallocation of Strategic Workforce funding shifting to the general fund.
- Capital expenditures will decrease by \$724,008. This is also a result of the elimination of HEERF appropriations that were used for pandemic related capital improvements.

A motion to approve the FY24 Operating Budget, was made by Paul Widdison; seconded by Will Shafer; and carried unanimously.

5. REAPPOINTMENT OF TRUSTEES

President Taggart said that Governor Cox has appointed and approved Cameron Cook and Will Shafer to serve an additional term as members of the college's board of trustees. As outlined in state statute, Trustees Cook and Shafer represent "business, industry or labor" in the college's service region.

In addition, the governor appointed Paul Widdison to serve on the board also representing business and industry. Trustee Widdison had previously served on the board representing the Weber District Board of Education.

All three trustees were confirmed by the Utah State Senate on June 14, 2023. Their

new 4-year terms will begin on July 1, 2023.

The college is fortunate to have dedicated community leaders who volunteer their time and expertise in helping direct the college in meeting its mission.

6. RECOGNITION OF BOARD CHAIR MATT WARDLE

President Taggart said that Matt Wardle was first appointed to the Ogden-Weber Applied Technology College Board of Directors on October 23, 2014. Prior to serving on the board, Matt had been a key member of the college's machining program employer advisory team. On June 22, 2017, Matt was elected to serve his first 2-year term as chair of the board. He was re-elected as chair in 2019, and again in 2021.

Since 2014, Matt has helped shape initiatives, policies and practices that have resulted in expanded access for students, increased enrollment for both secondary and adult students, innovations in instructional delivery, increased student completion and job placement, and stronger alignment of college certificates with business and industry. His leadership has helped the college expand instructional and student services while maintaining low tuition costs to students.

As board chair, Matt helped guide the College through the challenges of a pandemic without losing focus on the institution's mission. He figured out Zoom and quickly learned to master conducting meetings remotely. Matt helped the College take lessons learned from the pandemic that have resulted in even greater efficiencies for employees and students.

In the past nine years, Ogden-Weber Technical College has grown to be one of the largest technical colleges, serving the most diverse student population, resulting in exceptional ROI for both students and employers. It was only fitting that Matt's last commencement ceremony as chair of the board had the largest attendance in the history of the institution.

The entire college community is grateful for Matt Wardle's service to employees, students, school district and university partners, and the business community. He is an example of the college's mission to build a prosperous community, by creating a technically skilled workforce, one student at a time.

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. PRESIDENT'S REPORT

President Taggart invited Julianne Wessman, Marketing Manager to share a presentation on the following graduations that the college recently celebrated.

- The Summer graduation was our biggest graduation ever with 187 total graduates in attendance.
- The Practical Nursing Pinning Ceremony was an exciting family event with a mother and daughter graduating from the program together.
- YouthBuild graduation is an event where students complete their GED, complete their program certificate, and complete 10,000 of community service. This is an amazing accomplishment for these students.
- AM STEM graduation was also one of the biggest graduations the college has had. Students attend classed in the early morning prior to attending high school classes.

President Taggart presented additional highlights from the Ogden-Weber Technical College.

- The college has recently purchased a food trailer for the Culinary Arts program, where we will provide food at our BDO campus.
- SkillsUSA students are competing this week.
- The college horse is now placed out in the community and this year it is right in front of Lucky Slice.
- The new high school that is being built is going to be named OTECH High school.

9. EXECUTIVE SESSION

Executive 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.*

10. OPEN DISCUSSION

There were no further items of discussion.

11. NEXT MEETING

The Board of Trustees is scheduled to meet on Thursday, August 24, 2023, at 4:00 p.m. in the C. Brent Wallis Student Services Building, Harold W Ritchey Board Room.

12. ADJOURN

Meeting adjourned at 5:00 p.m.