

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

June 23, 2022
Student Services Building
Harold W Ritchey Board Room
4:00 p.m.

MINUTES

MEMBERS PRESENT

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| Cori Anderson | Business Industry |
| Christine Jacobson-Ware | Business/Industry |
| Mark Jenkins (telephone) | Business/Industry |
| Slade Opheikens (Zoom) | Business Industry |
| Don Salazar (Zoom) | Business/Industry |
| Matt Wardle, Chair | Business/Industry |
| Paul Widdison | Weber School District Board of Education |

MEMBERS EXCUSED

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| Nancy Blair | Ogden School District Board of Education |
| Cameron Cook | Business/Industry |
| Kori Ann Edwards, Vice Chair | Business/Industry |
| William Shafer | Business/Industry |

EX-OFFICIO MEMBERS

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

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| Chad Burchell | Ogden-Weber Technical College |
| Tyler Call | Ogden-Weber Technical College |
| Lilly Martinez | Ogden-Weber Technical College |
| Diane Sorenson | Ogden-Weber Technical College |
| Maria Milligan | Ogden-Weber Technical College |
| Jared Haines | Utah System of Higher Education |
| Tina Smith | Recording Secretary |

The Board of Directors of the Ogden-Weber Technical College met on Thursday, June 23, 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 Maria Milligan, director for college advancement; Diane Sorenson, CNA coordinator/instructor; and Lilly Martinez, CNA student.

Guest participating via Zoom: Jared Haines, Utah System of Higher Education.

Mr. Wardle reviewed the food items prepared by the students in the Culinary Arts program.

1. APPROVAL OF THE MINUTES OF THE MEETING HELD APRIL 28, 2022

A motion to approve the minutes of the meeting held April 28, 2022, was made by Paul Widdison, seconded by Christine Jacobson-Ware, and carried unanimously.

2. STUDENT SPOTLIGHT: LILLY MARTINEZ, NURSING ASSISTANT PROGRAM

Diane Sorensen, CNA program coordinator, related Ms. Martinez is an Ogden native and also Northwestern Shoshone. She attends the college and Utah State University (USU) and is completing clinicals for the Nursing Assistant program. She started on April 19 and will take her certification exam in the next week. She has accepted a teaching assistant position in the Nursing Assistant program and will start in July.

Ms. Martinez said she is studying biology at USU and is a research assistant for the Learning Sciences Program which works with her tribe to study native education and how science works in the native culture. She would eventually like to become a physician.

3. APPROVAL OF FY23 BUSINESS PLAN

The board approved the college's Strategic Plan in April, and the plan's initiatives were used to develop the FY23 Business Plan (annual plan of work). The status of the college's initiatives are reviewed with the board on a quarterly basis.

The college is addressing six key measures this year:

1. Clock to credit hour transition in preparation for FY24. The college has been a clock-hour institution for 51 years, so this is a significant change. A decision was made for all Utah System of Higher Education (USHE) institutions to move to the credit hour model. The college will continue to provide competency-based education and focus on short-term training. Will ensure the transition process does not negatively impact students. The change will help the college streamline processes, including those in financial aid. Will allow for a seamless transition for students on a pathway.

2. Increase new admissions by five percent. The college must increase enrollments and retain students in order to meet economic demand.

Mr. Widdison asked if the college could increase admissions by more than five percent. President Taggart indicated five percent is a stretch goal. Growth is limited by the college's wait lists.

3. Increase underrepresented population by one percent. Salt Lake Community College (SLCC) and OTECH have the highest percentage of students coming from historically underrepresented populations. The college is close to matching Ogden City's numbers, so the goal to "move the needle" gets smaller.
4. Creating a comprehensive Student Wellness Plan. Student wellness is a priority for the system. It includes mental health and eliminating barriers to completion.
5. Develop credit hour tuition and fee implementation plan for FY24. The college will create a new tuition and fee plan as it moves to credit hour. Students will pay by credit hour rather than by seat time. This initiative impacts all eight technical colleges and technical colleges housed at SLCC, College of Eastern Utah, and Snow College. Board members will be involved in developing tuition and fees, communicating it to students, establishing a student tuition committee, and ensuring tuition increases cover the college's costs.
6. Increase certificate completion. Estimating certificate completions will increase by 7.5 percent.

Ms. Jacobson-Ware asked if the college has a team that helps students complete. President Taggart explained the college has a campus-wide process that involves student services staff, instructors, counselors, and vice presidents. If a completer lists a low number on their exit survey and expresses interest in being contacted, they receive a call from Vice President Burchell or Vice President Schwenk.

A motion to approve the college's FY23 Business Plan was made by Christine Jacobson-Ware, seconded by Paul Widdison, and carried unanimously.

4. APPROVAL OF FY23 OPERATING BUDGET

Mr. Call reviewed highlights of the FY23 budget:

- Tuition and fees were increased in the budget; however, the tuition students pay was not. The college has budgeted tuition very conservatively over the past several years, and revenues were coming in higher than expected. As a result, tuition is being increased to more accurately reflect revenues and decrease the variance at the end of the year.
- Under Non-operating Revenues, State Appropriations is increasing \$2.3 million—slightly under a 10 percent increase. The budget shows where the funds will be allocated, including \$1.3 million for enrollment growth and capacity.

Mr. Widdison asked if the college is finding it difficult to retain employees. President Taggart related the college has lost employees to industry and sister institutions. The college revised its entire salary structure and ranges to ensure it provides a competitive wage. The salary structure project has been a three-year process, and the college made incremental adjustments over time.

A portion of the 10 percent increase in the budget is due to the 5.7 percent increase the state provided to state employees. However, the college did not give a 5.7 percent increase across the board—some employees received less/more based on performance.

A motion to adopt the college's FY23 operating budget was made by Christine Jacobson-Ware, seconded by Paul Widdison, and carried unanimously.

5. APPROVAL OF OTECH MASTER PLAN AND PATHWAYS BUILDING FEASIBILITY STUDY

The college's master plan has not been updated in over 25 years. In order to request a new building, USHE policy requires institutions to maintain a capital facilities master plan and conduct a feasibility study.

The college decided to request funding for a new building (Pathways Building) a year ago, and the feasibility study was included in the board meeting booklet.

Administration met with Method Studio, an architectural firm, on a regular basis for several months to discuss the college's mission and plans for the future. The updated master plan shows buildings being replaced (average age of buildings is 55-60). The master plan is phased in for 5, 10, 15, 20, and 20-plus years.

Mr. Wardle stated it would be beneficial to have a structure visible from Washington Boulevard. President Taggart indicated visibility is one of the issues discussed with Method Studio because the Industrial School was purposely hidden. The new building will open up the campus. The average useful life of a state building 40 years, and the college has some over 60 years old, and they are costlier to maintain.

The feasibility study plans for a 120,000 square foot building with an estimated cost of \$62 million. The college has data to show there is demand in order to meet the needs of the community.

The college is starting the request process, and once approved, the building will be ranked by the UBHE. If ranked high enough, it will go to the legislature for approval.

A motion to approve the college's Master Plan and Pathways Building Feasibility Study was made by Christine Jacobson-Ware, seconded by Don Salazar, and carried unanimously.

6. APPROVAL OF PROPOSED GROUND LEASE WITH OGDEN SCHOOL DISTRICT

At the February 2022 board meeting, trustees approved a joint proposal with the Ogden School District (OSD) to remodel the former O&A Building and locate a technical high school in the facility. The plan was also approved by the OSD board.

OSD researched the cost to remodel vs. demoing the building and constructing a new facility. This is a different use of space than initially discussed and would need approval from the OTECH board.

If the college's Pathways Building were approved by the legislature in 2023, the facility wouldn't be available for use for two or three years, and demand is high now. During the master plan process, administration suggested retaining the O&A Building for college use and providing OSD with a ground lease agreement. This would allow the district to construct a new facility on the inner loop road, moving students closer to the main campus. Per state statute and UBHE policy, the college would maintain ownership of the land, and the building should be available for mutual use (college given space in the facility).

Will have an instructional agreement that says ownership of the building reverts back to the college if OSD changes the intended use.

Administration met with Superintendent Luke Rasmussen and his team, and they feel the new space is more flexible. The instructional agreement will give the college a say in how the building will look, and the district is looking at xeriscaping to reduce maintenance costs.

Will co-enroll high school students so they can complete high school requirements and a college program at the same time. Anticipate serving 300 students—150 on A Day and 150 on B Day.

If the OTECH board approves the proposal, Mr. Call will present it to the UBHE Facilities and Finance Committee on July 15. Also requires approval from state legal.

The new facility will be funded by the school district using state and local funds. Received approval from the State Board of Education to move forward.

A motion to approve the proposed ground lease with Ogden School District was made by Christine Jacobson-Ware, seconded by Paul Widdison, and carried unanimously.

7. APPROVAL OF TELECOMMUTING POLICY

Due, in part, to the epidemic and as a way to increase flexibility for evening students and students in virtual courses, the college created a (new) Telecommuting policy. Telecommuting will allow the college to expand its service hours. Employees will be available remotely. In addition, the current job market is increasing demand for telecommuting options.

The policy outlines when and how an employee can telecommute. Employees must use college equipment and work in an area that maintains the security of college data.

A motion to approve college policy #524.34 – Telecommuting was made by Paul Widdison, seconded by Christine Jacobson-Ware, and carried unanimously.

8. INFORMATION/DISCUSSION

President Taggart reported on the following:

- The college's State SkillsUSA gold medalists are in Georgia competing in the national competition. The awards program is scheduled for Friday.
- A report from University of Utah's Kem C. Gardner Policy Institute shows OTECH has the highest percentage of economically disadvantaged students in the USHE System, while SLCC and Snow College have the highest percentage of the degree-granting institutions.
- Georgetown University's Center on Education and the Workforce created an ROI tool with data from 4,500 colleges from across the nation. The results showed that an average of 60 percent of college students earned more than a high school graduate after 10 years. However, in 30 percent of the post-secondary institutions, more than half their students are earning less than a high school graduate 10 years after enrolling.

When looking at Net Price Value after 10 years, of the institutions listed, Weber State is ranked #1 and the college is #2 (out of the USHE system) in the nation. OTECH's students complete their education and go to work, earning money faster. At 15-20 years, the college is still ahead. It takes 30 years for other institutions to catch up.

The study also looked at Earning Price Return (cost of education to get a credential minus financial aid/scholarship; out-of-pocket cost vs. what they'll earn). The college is 65th at 1,291 percent.

Graduation rates for the college's historically underrepresented and economically disadvantaged groups are close to other students but still aren't where they need to be.

- Wages in the county are higher due, in part, to advanced industries in the area. Manufacturing industries pay higher at every degree level—certificate, associates, bachelors, and masters. Tech certificate students can earn as much or greater than a non-advanced industry bachelor's degree.
- The board approved the Manufacturing Technician program in April 2022. At that time, just under 12 employers indicated they would hire graduates from the program. They are telling potential applicants they must complete the tech program; the employer will then pay for them to complete the full program. Employers are also telling potential hires that completing the program is a

condition of employment, and they will cover the cost. Custom Fit has been promoting the program, and 30 employers are now interested in the training.

The board will be seeing more shorter-term, employer-validated certificates that help students find an entry-level job. Employers will have a partnership with the college to help employees complete longer certificates.

The college anticipates it will modify the traditional apprenticeship model. The college offers hybrid training which includes on-campus and virtual education. However, some of the best learning occurs in the workplace. The new model will include the employer so that skills students learn on the worksite will be validated as part of course competencies.

- The college's golf tournament is scheduled for Tuesday, August 23, 2022, at The Barn Golf Course.

9. NEXT MEETING

The Board of Directors is scheduled to meet on Thursday, August 25, 2022, at 4:00 p.m. in the C. Brent Wallis Student Services Building, Harold W Ritchey Board Room.

Meeting adjourned at 5:06 p.m.