

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

June 24, 2021
Student Services Building
Harold W Ritchey Board Room
4:00 p.m.

MINUTES

MEMBERS PRESENT

Kearston Cutrubus	WSU Board of Trustees
Mark Jenkins	Business/Industry
Slade Opheikens	Business/Industry
William Shafer	Business/Industry
Toni Ure (via Zoom)	Business/Industry
Matt Wardle, Chair	Business/Industry
Paul Widdison	Weber School Board
Joyce Wilson, Vice Chair	Ogden School Board

MEMBERS EXCUSED

Cameron Cook	Business/Industry
Kori Ann Edwards	Business/Industry
Richard Taylor	Business/Industry

EX-OFFICIO MEMBERS

James R. Taggart	Ogden-Weber Technical College
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GUESTS

Jessellie Anderson (via Zoom)	Utah Board of Higher Education
Chad Burchell	Ogden-Weber Technical College
Tyler Call	Ogden-Weber Technical College
Citlalli Hernandez	Ogden-Weber Technical College Student
Johna Howard	Ogden-Weber Technical College
Brynn Murdock	Ogden-Weber Technical College
Monica Schwenk	Ogden-Weber Technical College
Tina Smith	Recording Secretary

The Board of Directors of the Ogden-Weber Technical College met on Thursday, June 24, 2021, 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 who could not attend in person. Chair Matt Wardle conducted the meeting, and the agenda proceeded as follows:

Mr. Wardle noted Cameron Cook, Richard Taylor, and Kori Ann Edwards were excused from the meeting.

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

1. APPROVAL OF THE MINUTES OF THE MEETING HELD APRIL 22, 2021

A motion to approve the minutes of the meeting held April 22, 2021, was made by Kearston Cutrubus, seconded by Will Shafer, and carried unanimously.

2. STUDENT SPOTLIGHT: GARRET WAITE, CULINARY ARTS, AND CITLALLI HERNANDEZ, DENTAL ASSISTING

Johna Howard, dental assisting coordinator/instructor, introduced Citlalli “Cici” Hernandez. Ms. Hernandez was born in California, but her family moved to Mexico when she was three after her mother passed away. She returned to the United States for a better education. She lived in Washington state for a time before moving to Utah. She works nights and attends classes during the day. Ms. Howard indicated Ms. Hernandez is an outstanding student who has overcome many obstacles so she could come to school to better her life and help her community.

Garret Waite, Culinary Arts, is doing well in his program. He is currently employed as a baker at Aspen Mills and was unable to attend the meeting.

3. RECOGNITION OF JOYCE WILSON, RICHARD TAYLOR, AND TONI URE

When the tech colleges and degree-granting institutions were combined, the updated state statute instituted term limits for board members.

Joyce Wilson’s term is up, after serving on the Board of Trustees for 14 years, representing the Ogden School District. President Taggart thanked her for many years of service and expertise and presented her with an acrylic award for her service. The district has named her replacement, and he will announce it at the next board meeting.

Richard Taylor’s and Toni Ure’s terms are also up. Ms. Ure asked to step down because she has a new position in Salt Lake City. Mr. Taylor is on vacation and was unable to attend the meeting. President Taggart will present them with their awards in the near future.

The college is in the process of filling Mr. Taylor’s and Ms. Ure’s openings. They will continue to serve on the board until the Governor approves and the Senate affirms the new members in September.

The college normally holds board leadership elections in June. Elections have been postponed until all positions have been filled.

Members were provided with 50th anniversary clothing items.

4. APPROVAL OF FY22 BUSINESS PLAN

College administrative reviewed draft Business Plan initiatives at the April meeting. The initiatives are the college's plan of work for the new fiscal year. Administration provides quarterly reports on how well it is meeting college goals.

The growth goal was increased to 11 percent from the information presented in April.

Student Services is focusing on increasing welcome week enrollments by 10 percent—individuals who have never enrolled or have not been a student during the past year. Seeking to increase minority student by two percent.

Ms. Wilson asked if there are programs that are experiencing a larger number of students who don't return more than others. President Taggart indicated it's usually the longer programs.

A question was raised on whether the two percent growth in minority students is high enough. President Taggart explained 35 percent of the college's population are students of color. The goal is to match Ogden City, and it's harder to show growth as the college gets closer to the 38-39 percent range. Feel two percent is a stretch goal.

The college will continue to invest in employees by providing relevant professional development opportunities.

A motion to approve the FY22 Business Plan was made by Paul Widdison, seconded by Mark Jenkins, and carried unanimously.

5. APPROVAL OF FY22 OPERATING BUDGET

The college received \$5 million, with \$3 million from the federal government in the form of Higher Education Emergency Relief Funds (HERRF). This funding will not be provided every year. The college received \$2 million of state appropriations, with \$688,000 allocated to Custom Fit. This is a shift—the funds used to flow from the Utah System of Higher Education (USHE) and is now directly allocated to the tech colleges.

The remaining \$1.5 million is new state appropriations comprised of the following:

- \$441,000 – compensation and benefits
- Three percent merit-based increase
- \$480,000 – employer-driven programs; growth/capacity issues
- \$306,000 – equipment
- \$256,000 for Strategic Workforce Initiative
- \$140,000 in one-time money for articulation project with WSU

Ms. Wilson asked how the student HERRF (\$1.6 million) is to be spent. Ms. Schwenk explained it's earmarked only for students. The college cannot dictate how or where they spend the monies. The priority is for low-income, first-generation students, and the funding goes to them directly. Statute states that monies must go directly to students impacted by the pandemic. The funding must be spent by May 2022.

The legislature has carved a portion of its federal dollars to create a \$15 million pool for higher education. They want to the tech colleges and degree-granting institutions to use the funds for special populations and high demand programs, providing education tuition fee or at a reduced tuition rate. The institutions had to apply for the funding and have been asked to match it with the federal dollars they received. If the \$15 million is spent, can request more during the next session.

The college's overall message has been one of helping students remove barriers. The college has created a marketing and communication plan to promote the funding. The college will report to the board on how it has expended its allocation. The college has other funding available to help currently enrolled students with tuition.

Ms. Cutrubus asked about reporting requirements. President Taggart stated the college is required to provide periodic reports on the how the funding has been used and has already been audited by the state (no findings).

The college has spent \$600,000, half of which has gone to students. The other half (institutional funding) has been spent on COVID mitigation, e.g., PPE.

A motion to approve the FY22 budget was made by Joyce Wilson, seconded by Will Shafer, and carried unanimously.

6. APPROVAL OF POLICY: ABUSIVE CONDUCT PREVENTION

The Abusive Conduct Prevention policy (new) was created in response to Utah House Bill 12. The policy outlines what is considered abusive behavior and provides a process for reporting/investigation and training. The document was based on one developed by the Utah Department of Human Resource management and has been reviewed by the college's employees and legal counsel.

A motion to approve the Abusive Conduct Prevention policy was made by Slade Opheikens, seconded by Kearston Cutrubus, and carried unanimously.

7. APPROVAL OF FY22 PROGRAMS

The Instructional Services Division made many changes in FY21, and because of the time and effort needed to change curriculum outlines, employees were asked to make minimal (necessary) program changes in FY22.

Two programs are being discontinued: Construction Trades Prep and Machinist II. The college will no longer enroll students and the program and will extend training time, if needed, for current students so they can complete.

A motion to approve the FY22 programs was made by Kearston Cutrbus, seconded by Paul Widdison, and carried unanimously.

8. INFORMATION/DISCUSSION

The college held its summer graduation on June 17—the first in-person graduation since February 2020. The even took place on the Ben Lomond High School athletic field, with the school generously providing the location free of charge. Students who were included in the February 2021 virtual graduation were invited to walk in the June event, and 10 graduates participated.

9. NEXT MEETING

The Board of Directors is scheduled to meet on Thursday, August 26, 2021, at 4:00 p.m. in the C. Brent Wallis Student Services Building, Harold W Ritchey Board Room. Will still offer Zoom option for members unable to attend in person. The college is installing equipment in the Board Room to better support virtual meetings.

Meeting adjourned at 4:56 p.m.