



Board of Trustees Meeting – August 28, 2025, 4:00 p.m.

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

Board Members in Attendance:

William Shafer, Vice Chair

Paul Widdison

Cori Anderson

Sara Toliver

Jennifer Zundel

Jan Burrell (remote)

Cameron Cook

Board Members not in Attendance:

Kori Ann Edwards

Christine Jacobson-Ware

OTECH Administration:

James R. Taggart, President

Johna Howard, Vice President for Student Services

Tyler Call, Vice President for College Services

Chad Burchell, Vice President for Instructional Services

Maria Milligan, Associate Vice President for College Advancement

Anita Ruiz, Senior Executive Assistant Board Secretary

Guests:

Geoffrey Landward, Commissioner of Higher Education

Jeremy Shaw, Assistant Attorney General

1. INTRODCUTION OF NATIONAL SKILLS USA WINNERS

The National Skills USA winners were introduced to board members.

Holden Matthews, Gold winner in Cosmetology and Elizabeth Canales, Bronze winner in Barbering.

- Holden shared his experience and his ability to maintain focus with many distractions as he was competing. Overall, he enjoyed the competition and will encourage other students to do the same next year.
- Elizabeth enjoyed the physical and mental challenges of competing while pregnant and the support received from instructors and peers. She liked traveling to a new place and the competition itself.

2. INTRODUCTION OF PRESIDENT'S AWARD RECIPIENTS

President Taggart introduced the winners of the President's Awards that were recognized at the employee kick-off event.

President's Community Award – Emily Goddard, High School Liaison:

- Emily Goddard was recognized for her extensive work with high schools, junior high schools, charter schools, and her role in organizing events like Manufacturing Days and the Ninth Grade Exploration Event.

President's Learning Award - Angel Zamora-Lemus, Automotive Instructor:

- Angel Zamora was honored for his dedication to teaching and his impact on students, including his completion of an associate degree and enrollment in a bachelor's degree program.

President's Integrity Award – Sharyn Lobato, Human Resources Director:

- Sharyn Lobato was recognized for her leadership in handling significant changes in her department, including the transition to a new payroll system and healthcare insurance provider.

President's Outstanding Employee Award – Kelsee Grow, Medical Assistant and Phlebotomy Program Coordinator:

- Kelsee Grow was recognized for the implementation of the Phlebotomy Program while continuing to lead the Medical Assistant Program. Kelsee is not only a champion for these two programs but for all programs at the college.

3. APPROVAL OF MINUTES OF THE MEETING HELD JUNE 26, 2025

Meeting minutes from the board of trustees meeting held on June 26, 2025, were reviewed and approved as written.

Approval of the minutes of the meeting held June 26, 2025

Motion to approve: Paul Widdison and seconded by Jennifer Zundel

Final approval: Motion carried unanimously.

4. APPROVAL OF THE FY26 STRATEGIC PLAN OBJECTIVES AND STRATEGIES

President Taggart shared that we reviewed the strategic plan in our June meeting, but the board requested that we review Section 1B, FY26 Strategies.

- The updated strategic plan shows that we have removed this objective related to community engagement and will continue to work in this area.
- We also increased our certificate goal to 1,850 due to us surpassing the goal presented in June of 1,750. We ended FY25 with 1,811 certificates.

Approval of the Updated FY26 Strategic Plan Objectives and Strategies

Motion to approve: Sara Toliver and seconded by Paul Widdison

Final approval: Motion carried unanimously.

5. APPROVAL OF FY27 CAPITAL IMPROVEMENT PROJECTS

Vice President Call presented the FY27 capital improvement project list, highlighting the top priorities, such as downsizing boilers and replacing roofs on various buildings.

He shared challenges of maintaining state buildings with limited funding and the need for support for road maintenance.

Approval of the FY27 Capital Improvement Projects

Motion to approve: Sara Toliver and seconded by Cameron Cook

Final approval: Motion carried unanimously.

6. PRESIDENT'S REPORT

President Taggart shared the following information and highlights from the Ogden-Weber Technical College.

- The foundation's golf tournament raised over \$60,000 for scholarships.
- The college's growth information was shared with a 14% increase in headcount and a 35% increase in certificates awarded.
- The pathway building project is on track for completion. Groundbreaking will take place in The Spring of 2026.
- Ogden-Weber Technical College will be celebrating our 55th anniversary in 2026.
- President Taggart shared that the t-shirts ordered for the pioneer days rodeo were a success. We will keep the same design and order the shirts in a different color for next year's education night at rodeo.

7. INFORMATION/DISCUSSION

Vice Chair Shafer encouraged trustees to review the monthly college reports and information highlighting student outcomes, budget, and metrics towards meeting strategic plan objectives.

8. EXECUTIVE SESSION:

No Executive Session was held.

9. OPEN DISCUSSION

There were no further items of discussion.

10. NEXT MEETING

October 23, 2025, 4:00 p.m.

11. ADJOURN

With no further discussion items, the meeting adjourned at 5:30 p.m.