

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

October 24, 2019  
Collette Mercier BDO Campus, Bay 2, Room 203  
4:00 p.m.

**MINUTES**

**MEMBERS PRESENT**

Cameron Cook  
Kearston Cutruba  
Mark Jenkins  
Slade Opheikens  
William Shafer  
Matt Wardle, Chair  
Paul Widdison  
Joyce Wilson, Vice Chair

Business/Industry  
WSU Board of Trustees  
Business/Industry  
Business/Industry  
Business/Industry  
Business/Industry  
Weber School Board  
Ogden School Board

**MEMBERS EXCUSED**

Kori Ann Edwards  
Richard Taylor  
Toni Ure

Business/Industry  
Business/Industry  
Business/Industry

**EX-OFFICIO MEMBERS**

James R. Taggart

Ogden-Weber Technical College

**GUESTS**

Chad Burchell  
Tyler Call  
Steve Moore  
Monica Schwenk  
Roger Snow

Ogden-Weber Technical College  
Ogden-Weber Technical College  
Utah System for Technical Colleges  
Ogden-Weber Technical College  
Ogden-Weber Technical College

Tina Smith

Recording Secretary

The Board of Directors of the Ogden-Weber Technical College met on Thursday, October 24, 2019, at 4:00 p.m. at the Collette Mercier BDO Campus, Bay 2, room 203. Chair Matt Wardle conducted the meeting, and the agenda proceeded as follows:

Mr. Wardle noted that Richard Taylor, Kori Ann Edwards, and Toni Ure were excused from the meeting.

### **1. APPROVAL OF THE MINUTES OF THE MEETING HELD AUGUST 22, 2019**

A motion to approve the minutes of the meeting held August 22, 2019, was made by Paul Widdison, seconded by Slade Opheikens, and carried unanimously.

### **2. APPROVAL TO SUNSET POLICIES: 457 PLAN AND PRE-EMPLOYMENT DRUG SCREENING**

Mr. Call indicated that the board is responsible for approving policies, so administration felt the board should also take action when policies need to be sunset.

**457 Plan:** The current policy was developed for employees who were retiring and entitled to a lump sum payout. The policy allowed them to invest the payout in the college's 457 plan administered through Utah Retirement Systems (URS). Effective July 1, 2019, all employees are eligible to open a 457 or IRA through URS. As a result, the policy is no longer needed and should be sunset.

**Pre-employment Drug Screening:** Current policy states the college will conduct drug screening on finalists applying for safety sensitive positions. The college has been conducting screenings for all positions. No other tech colleges have this requirement. The tests take time and money. The college recommended discontinuing the practice and sunsetting the policy. Human Resources will continue to conduct background checks through BCI, and college policy allows drug screenings if supervisors have concerns about employees.

Mr. Opheikens asked if the college has ever had a positive screening. It has not.

President Taggart reiterated the college has conducted testing as needed, e.g., employee has an accident on company time. Mr. Wardle asked if the college uses testing for behavioral concerns, and President Taggart indicated the college has not used it for that purpose.

A motion to sunset the 457 Plan and Pre-employment Drug Screening policies was made by Mark Jenkins, seconded by Cameron Cook, and carried unanimously.

### **3. ANNUAL GIVING CAMPAIGN**

Ms. Schwenk sent emails regarding the college's annual Giving Campaign kick-off which began October 1. She asked employees, Board of Directors, and Foundation members to contribute and thanked the board for its support.

Have met the revenue goal of \$18,000 (pledge total of \$20,000). Have an employee participation goal of 120; 84 employees have pledged to date. The campaign ends October 31, and participation generally increases during the last week.

The Giving Campaign team created an “Investor Circle” for individuals who make sustaining gifts. Sustainers receive a special pair of socks (same ones provided as tee prizes at the golf tournament).

Ms. Schwenk asked members to consider making a contribution of \$100.

**Student Services Building Flood:** President Taggart reported that a pressurized water main broke on Thursday, October 17 at 3:30 a.m. and flooded 80 percent of the building. The college shut the water off to the entire campus until it could isolate the building. As a result, administration closed the campus, though graduation was held later that evening after the water was turned back on. Classes resumed on Friday. Relocated several departments to the Barker Family Health Tech Building, and the administrative team is spread out across campus.

ServPro is on site and cleaning up debris, tearing into walls, and running fans to mitigate mold. Risk Management reps and an insurance adjuster will be on campus tomorrow. Risk Management will cover all costs up to the first \$1 million excluding repairs of anything underground. The Division of Facilities Construction and Management (DFCM) will more than likely cover those costs. Currently seeking a contractor for the building and hope to be back in the facility within three months.

Mr. Moore asked about the cause of the problem, and President Taggart indicated the plumbing is old.

Ms. Wilson asked if the college is requesting bids for the building. President Taggart explained the state has contracts with contractors for these types of situations. Will be using an architect to help plan and organize the paint, carpet, etc. Have an engineer who is looking at the building since the water caused some brick to separate.

#### **4. REPORT ON FINDINGS AND RECOMMENDATIONS TO THE HIGHER EDUCATION STRATEGIC PLANNING COMMISSION**

President Taggart emailed members a copy of a PowerPoint presentation entitled, “Draft Findings & Recommendations to the Utah Higher Education Strategic Planning Commission” prior to the board meeting and reviewed the highlights.

- The Higher Education Strategic Planning Commission hired the National Center for Higher Education Management Systems (NCHEMS) to compile data and make recommendations about higher education. NCHEMS held feedback sessions across the state, including northern Utah and presented its draft recommendations to the commission on September 24.
- Overall, the recommendations were complimentary of the role of technical education and technical education accomplishments in the state.

- The commission is focused on aligning higher education to ensure it meets the economic and workforce needs of the state. President Taggart feels that all technical education should be competency-based, regardless of where it is offered, so more people can access it and quickly.
- Most data indicates that people with a bachelor's (BS) degree will make more money. However, Utah has large number of individuals who possess a BS and are underemployed. NCHEMS indicated BS degrees need to be workforce-related. The biggest areas of growth are programs that are career and technical education or certificate-related.
- NCHEMS noted the Governors 66 percent by 2020 initiative was not aligned with the needs of employers.
- President Taggart had sent an email to the board, sharing the tech college's and UTech Board's responses to the NCHEMS report. Senator Ann Millner and Rep. Brad Wilson met with Utah System of Higher Education (USHE) and tech college presidents to discuss their feedback.
- NCHEMS recommended several governance options, including merging the UTech Board and the Board of Regents into a single board--the Utah Postsecondary Education Commission. The commission would govern all 16 post-secondary institutions (8 technical colleges/8 USHE institutions). The report does not recommend merging the institutions but says that efficiencies might be realized by merging the two boards.
- The tech colleges' response made it clear the governance model ultimately implemented must drive positive change and not detract from the tech colleges' successes.
- OTech's Board Leadership and administrative team feel strongly that the state's employer base should have input into the direction of post-secondary institutions to ensure their needs are being met.
- NCHEMS commented that "institutions are the means, not the ends." Employers are the "ends," and as such, must maintain a strong voice in the system.
- President Taggart stated there is good collaboration between the tech colleges, USHE, and the secondary institutions, but there are opportunities for better alignment.

## **5. UTECH BOARD LEADERSHIP STRATEGIC VISION AND OBJECTIVES**

Mr. Moore reported on the following:

- The Board of Regents, UTech Board of Trustees, higher ed presidents, and Higher Education Strategic Planning Commission provided Senator Millner and Rep. Wilson with 40 pages of feedback on the NCHEMS report. Also provided information on common themes and areas for discussion.

- The commission members, Senator Millner, and Rep. Wilson met yesterday to discuss the feedback. Concentrated on the common themes and areas for discussion. Senator Millner and Rep. Wilson will take the information and provide it to NCHEMS for review. NCHEMS will take the information under consideration and provide final recommendations at the end of November.
- NCHEMS provided recommendations for governance, with the trend leaning toward establishing a single board. If this occurs, there is concern UTech will be taken over by the Regents. Need to ensure statutorily that this does not happen. Mr. Wardle related that the tech colleges were under the Regents in the past, and if they wanted to change a program, they had to follow the same processes the Regents used to grant a degree. Did not allow for much flexibility.
- Mr. Moore and Aaron Osmond were elected to the positions of chair and vice chair and met with Acting Commissioner Jared Haines to discuss what they wanted to accomplish during their tenure.
- The pace of technology and innovation mandate that the educational system must transform and move beyond “this is the way we’ve always done it.”
- The future of career and technical education (CTE) has to focus on a system that:
  - Leads to high-demand, high-wage, high-skill jobs.
  - Prepares students with work and life skills.
  - Responds to employer and economic needs.
  - Adds value to CTE.
  - Is flexible, innovative, and competency-based.
  - Expands pathways and stackable credentials (high school to bachelors).
  - Promotes operational efficiencies and economies of scale.
  - Unifies and aligns CTE with USHE and Utah State Board of Education (USBE).
  - Knocks down silos.
  - Leans out bureaucracy in processes.
  - Mitigates/eliminates non-value added controls and functions.
  - Eliminates waste and duplication.
- UTech must be the vision and voice of CTE.

- **Goals and objectives of UTech Board Leadership**
  - Build and approve 10-year UTech strategic framework. A framework is in place but needs to be revised.
    - Develop framework in partnership with commissioner, presidents, and trustees.
    - Use the framework as a guideline for UTech presidents' strategic planning.
    - Use framework to structure long-term CTE and academia opportunities in Utah's higher education system.
    - Long-term system student outcomes, placements, budgeting, facilities, plans/strategy.
  - Define and oversee program criteria for all state CTE offerings.
    - Require all state-funded CTE programs to lead to high-wage/high-demand/high-skills job outcomes in Utah as defined and approved by Utah's technical college governing body. Utah's technical college governing body shall define, approve, and audit statewide CTE program criteria.
    - Statewide CTE program criteria will apply statutorily to all Utah education system offering CTE program (UTech, USBE, USHE). Will have to change statute to make this happen.

Mr. Wardle noted this would be a change from the current process where program changes are approved at the local level. He asked why the process would be removed from local boards and pushed to the UTech level. Mr. Moore stated the autonomy of the local campuses would not be removed.

Mr. Snow related that duplication and competition between USBE, UTech, and USHE diminishes the quality of education for students. USBE has a series of endorsed CTE pathways, and high schools receive bonus points if students complete those pathways. However, the course could be a duplication of what is offered at the college. This creates an either/or scenario for the districts—complete the USBE pathway? Complete a technical certificate? A change would help unify the systems and decrease duplication.

President Taggart noted the current process can be confusing for employers, as three different systems independently attempt to determine what they feel should be offered to meet employer needs. Must maintain employer input.

Mr. Wardle asked if the UTech Board will continue to exist. Mr. Moore indicated UTech will have equal representation on the new board if the state decides to move in that direction. Still discussing the makeup of such a board.

- Establish new CTE program advisory committee.
  - Statutorily create a new CTE program advisory committee.
    - Consists of regionally-selected large- and medium-sized employers and reps from USHE and USBE.
    - Committee to review and recommend approved high-wage/high-demand/high-skill CTE program criteria and offerings.
    - Committee to help establish a consistent statewide employer-driven CTE curriculum.
    - Utah's technical college governing body shall provide final approval of CTE committee program criteria and offer recommendations. The committee would define, approve, and audit all CTE offerings across UTech, USBE, and USHE to ensure it is coordinated and employer-driven.

Mr. Wardle asked if the tech colleges would have to coordinate their programs; yes. Mr. Wardle asked if the colleges would still have local boards; yes. Mr. Moore noted NCHEMS also recommended the tech college and universities retain their local boards. Noted the tech colleges would still need to seek approval of programs at the next level. President Taggart explained that under the current process, UTech approves new programs; however, the process is very quick, generally 90 days. Mr. Moore related the NCHEMS report mentions the importance of UTech's flexibility and responsiveness.

- Establish industry credential requirement for high school graduation.
  - All graduating students must earn at least one industry credential or technical college certificate as part of their graduation requirements.
  - Credentials and related test(s) to be paid/funded for/by the public education system for all K-12 students.

Some schools expressed concern about adding more requirements for secondary students. The intent is to provide students leaving high school with an awareness of their options at a tech college or university.

Ms. Wilson would like high school students attending classes at tech colleges to receive high school credit toward graduation as part of their electives. President Taggart explained that secondary students enrolled at a tech college receive CTE credit. However, students only need 1.5 CTE credits to graduate, and most receive the credit in 9<sup>th</sup> grade by taking Principles of Technology.

President Taggart noted the districts, tech college, and university are working on these initiatives, and do not want to add graduation requirements. The focus is on aligning competencies.

- ***UTech Board Leadership Engagement with Colleges***
  - Attend two or more President's Cabinet meetings.
  - Attend graduation exercises of each college as feasible.
  - One-on-ones with each president (outside of evaluation).
  - Understand and support college strategic plans.
  - Promote standardization of UTech policy(s) administration among all eight colleges.
  - In addition to existing committees, establish new committees to support college planning strategy:
    - Compensation Committee
    - Capital Facilities Committee
    - Student Education and Workforce Alignment Committee
    - 10-year Strategic Plan Committee
  - Attend a national CTE conference to gather best practices.
  - More engagement with legislature.
  - More engagement with USHE and USBE.
  - How will leadership accomplish these goals?
    - Meet with the stakeholders of CTE.
    - Share strategic vision and objectives for CTE in Utah.
      - Have met with the following individuals to discuss vision/objectives: Speaker Brad Wilson, Senator Ann Millner, Senator Keith Grover, Interim Commissioner Dave Woolstenhulme, Harris Simons (Regents chair), Nine Barnes (Regents vice chair), USBE Supt. Sydney Dickson, Rep. Mike McKell, DWS Director Jon Pierpont.
    - Present vision, goals, and objectives to college presidents.
      - Presented information to presidents on August 14.
    - Apprise NCHEMS of vision, goals, and objectives to consider in their recommendations to the commission. Completed.



- Present vision and objectives to the UTech Board of Trustees for their comments, buy-in, and engagement. Completed.
- Establish combined trustee/staff/president committees to further CTE impact in the Utah educational system. Completed.
- Align combined efforts to make this happen.
- The four goals of improvement must be to make things easier, better, faster, and cheaper. If the goals have not been achieved, the system has not improved.

Mr. Wardle asked about the next steps. Mr. Moore indicated that statute would have to be changed, and he reiterated that statute must preserve and protect UTech. President Taggart explained the commission will make a recommendation to the legislature, and the legislature will have to make statutory changes before anything can be enacted. Mr. Moore stated the group has developed a list of statutes that would need to be changed.

## **6. INFORMATION**

Members did not have any questions about the information items.

## **7. PRESIDENT'S REPORT**

President Taggart shared photos and reported on the following items:

- Provided members with a copy of the college's *Annual Report*. New tagline: "I am OTech." The college will mail the report to county and state leaders and partners. All people highlighted in the document are students.
- Highlighted Jake Mathis, a 2020 "Student of the Year" (SOTY) finalist, on the front cover of the *Annual Report*. He was born deaf and was relinquished to a Chinese orphanage at age four. He was adopted by an American family (parents are also deaf). He is a high school student who attends the Utah School for the Deaf and Blind and is enrolled in the Culinary Arts program.
- Increased new enrollments by 20 percent during the first quarter of the fiscal year. Held a campus-wide BBQ to celebrate. Closed classes for two hours and invited employees and students for lunch at the new pavilion.
- Held the college's annual golf tournament on August 27; raised over \$57,000.
- The college held its fall National Technical Honor Society (NTHS) Induction Ceremony on September 18. Recognized Superintendent Rich Nye as an honorary member. Secondary enrollments have increased under his leadership. He asked his principals to set enrollment and completion goals because he knows that high school students who enroll at the tech college have a higher graduation rate. Supt. Nye was also the first college partner to receive the OTech "Medal of Excellence."

- Held fall graduation on October 17. Rep. Steve Waldrip was the keynote speaker.
- The college's Hispanic/Latino population continues to increase. The Utah Hispanic Chamber (UHCCC) and Latinos United Promoting Education (LUPEC) both recently recognized the college for its efforts.
- To increase the number of students in the "pipeline," Mr. Burchell estimated that enrollments needed to grow 5-10 percent each year. To achieve that goal, new enrollments needed to increase 20 percent in the first quarter of the fiscal year. The college set a target, and new enrollments increased almost 22 percent.
- The Marketing Department implemented "Tech Tuesday" five weeks ago. The department highlights a program each week, and employees and students star in short "how-two" videos shared on social media.
- The college started a new ad campaign with the tagline, "Technically, we run the world," and #iamOTECH. Will highlight all programs. Posting ads on social media, buses, Pandora, digital billboards. The campaign will run through the end of June 2020.
- The SOTY reception is scheduled for November 21, 6:00 p.m.
- WSU now allows all college employees and students to attend WSU athletic events free of charge with their student ID card.
- The college sponsored "Manufacturing Day" on campus on October 3.
- UTech, Utah Manufacturer's Association, Governor's Office of Economic Development, Northern Utah Chapter of the National Tooling and Machining Association, and the Department of Workforce Services are sponsoring a free "Machinist and Welding Workforce Summit" on November 19 at Salt Lake Community College.

## 8. NEXT MEETING

The Board of Directors is tentatively scheduled to meet on Thursday, December 19, 2019, at 4:00 p.m. at the Collette Mercier Campus – BDO, Bay 2, room 203. Will cancel if there are no items requiring action. **UPDATE: Meeting was canceled.**

Meeting adjourned at 5:22 p.m.