

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

October 27, 2022
Student Services Building
Harold W Ritchey Board Room
4:00 p.m.

MINUTES

MEMBERS PRESENT

Cori Anderson	Business Industry
Nancy Blair	Ogden School District Board of Education
Cameron Cook	Business/Industry
Christine Jacobson-Ware	Business/Industry
Mark Jenkins	Business/Industry
Don Salazar	Business/Industry
William Shafer	Business/Industry
Matt Wardle, Chair	Business/Industry
Paul Widdison	Weber School District Board of Education

MEMBERS EXCUSED

Kori Ann Edwards, Vice Chair	Business/Industry
Slade Opheikens	Business Industry

EX-OFFICIO MEMBERS

James R. Taggart (Zoom)	Ogden-Weber Technical College
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GUESTS

Kassidy Black	
Chad Burchell	Ogden-Weber Technical College
Tyler Call	Ogden-Weber Technical College
Eric Rassi	Ogden-Weber Technical College
Monica Schwenk	Ogden-Weber Technical College
Amberlee Stewart	Ogden-Weber Technical College
Jason Werner	Ogden-Weber Technical College
Hope Eccles (Zoom)	Utah Board of Higher Education (UBHE)
Geoffrey Landward	Utah System of Higher Education (USHE)
Tina Smith	Recording Secretary

The Board of Directors of the Ogden-Weber Technical College met on Thursday, October 27, 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.

Kori Ann Edwards asked to be excused from the meeting.

Guests present included: Geoffrey Landward, USHE; Kassidy Black, development coordinator; Eric Rassi, Automotive program instructor; Amberlee Stewart, Automotive program student; and Jason Werner, program director.

Employees guests joining via Zoom: Jim Taggart, OTECH president; Hope Eccles, UBHE.

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

1. APPROVAL OF THE MINUTES OF THE MEETING HELD AUGUST 25, 2022

A motion to approve the minutes of the meeting held August 25, 2022, was made by Christine Jacobson-Ware; seconded by Paul Widdison; and carried unanimously.

2. STUDENT SPOTLIGHT: AMBERLEE STEWART, AUTOMOTIVE PROGRAM

Mr. Rassi, automotive instructor, introduced Amberlee Stewart who has been in the program for three months.

Ms. Stewart related she is a senior at NAUMES, A member of the National Technical Honor Society, and will graduate with early college credit. Before she started at the college, she had no experience with cars. Within a short two-and-a-half months, she learned to change her own oil, replaced brakes, and diagnosed problems with the program's cars. She enjoys the instructional style—instructors provide her with the tools, and she works to resolve issues using what she knows. She hopes to apprentice with her uncles in their shop when she graduates. She plans to serve a mission and enroll at Weber State upon her return.

When asked why she chose the Automotive program, Ms. Stewart said she looked for what interested her. She felt the program would provide her with skills she could use in her daily life. She's attended SheTECh conferences and finds it exciting to learn non-traditional skills

3. APPROVAL OF FY22 AUDIT

Mr. Widdison, Audit Committee chair, reported the committee had meet with the state auditors prior to the start of the board meeting. The college received a clean report.

Mr. Call indicated the college has had two audits within the past seven months and had no findings. The auditors proposes a couple of journal entries as they relate to capital assets, and they were implemented. They did not rise to the level of a material weakness.

A new governmental accounting standard for leases was implemented this year and impacts how leases are accounted for; didn't impact the college this year. The college

doesn't typically have leases but does have a couple with partners related to facilities on campus.

A motion to approve the college's Fiscal Year 2022 audit report was made by Christine Jacobson-Ware, seconded by Will Shafer, and carried unanimously.

4. APPROVAL TO SUNSET POLICY: EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

Mr. Call explained HR Director Sharyn Lobato recommended eliminating the Equal Opportunity/Affirmative Action policy as it was not needed. Issues in the policy are covered in the college's Non-discrimination policy. The college has additional EEO policies (religious and disability accommodations) that will be reviewed to see if they are needed.

Ms. Anderson noted federal grant applications will often ask if the institution has EEO policies and asked if eliminating the policy will hurt the college. Mr. Call said it is Ms. Lobato's understanding that an affirmative action policy is only required if the entity is a contractor with the federal government. The college is not.

A motion to eliminate the college's Equal Opportunity/Affirmative Action policy #520.2 was made by Nancy Blair, seconded by Cameron Cook, and carried unanimously.

5. CLOCK HOUR TO CREDIT HOUR TUITION AND FEE REPORT

Over the course of the last six months, the college has been working with an internal committee as well as USHE and other technical colleges, to map out a conversion from clock hour to credit hour for tuition and fees.

Technical colleges have been asked to make the conversion to credit hour tuition by the beginning of fiscal year 2025 but have the option to convert sooner if preferred. OTECH plans to make the conversion effective for fiscal year 2024. This will require communicating the changes to students and approval of a new tuition rate by spring 2023. The expectation is that all general fees will be rolled into the new credit tuition amount, and tuition will be comprised of a standard tuition rate and a differential tuition rate for a few select programs.

OTECH is proposing a \$95 standard tuition rate with no differential tuition rates. Course fees will be allowed and approved at the local board of trustees level; however, OTECH is proposing no course fees.

During the next 18 to 24 months, OTECH will have to offer two tuition models—one for credit and one for clock hour—during the transition.

A committee of college staff has been meeting to coordinate processes that may impact students. How students will be billed, policy revisions, publications, and website updates are among some of the items that must be revised by spring 2023. The college will establish a committee that includes students so they can provide feedback on tuition and fees. The college will hold a "Truth in Tuition" hearing next year.

Ms. Jacobson asked if the committee has been established, and Mr. Call said it will be established within the next couple of months. The college is committed to helping

students understand the transition from clock to credit hour. As the process is implemented, some students may pay a little more; others a little less. The college is attempting to remain revenue neutral.

6. COUNCIL ON OCCUPATIONAL EDUCATION (COE) REAFFIRMATION OF ACCREDITATION SELF-STUDY REPORT

Mr. Burchell indicated the college is preparing for accreditation reaffirmation, and the site visit has been scheduled for October 2023. COE will send a team to evaluate the college on standards needed to retain accreditation. Employees are collecting documentation and will help prepare the self-study. The college will keep the board apprised as the process continues during the next several months.

7. TIME OF GIVING CAMPAIGN

President Taggart introduced Kassidy Black, new development coordinator. She is responsible for grant writing and is part of the Office for Advancement. Ms. Black has a strong background in policy and has relationships with state and local government leaders. She is a graduate of Weber State and is in the process of completing her MBA.

Ms. Black provided information about the college's annual Giving Campaign. She shared a student's story, noting Ashtyn was able to pursue a career in Nursing because of funds raised through the campaign. Ms. Black noted grantees often ask if the college's board provides financial support, so member donations are important and valued. Last year, board members and employees combined contributed approximately \$31,000 for student support. The board can donate using the QR code included in the board booklet or can visit otech.edu/givenow.

8. INFORMATION/DISCUSSION

Board members did not have any questions on the materials.

9. NEXT MEETING

President Taggart welcomed UBHE member Hope Eccles who was participating via Zoom. She is one of two members assigned to the college and WSU as part of the USHE Resource and Review Team.

The UBHE is scheduled to hold a joint dinner meeting with the OTECH Board on November 17, 6:00 p.m., Barker Health Tech Building, Cross Hall West. President Taggart will provide a state of the college address, and Mr. Wardle will talk about his perspective as a board member. The UBHE will meet at WSU the next day in the morning. An OTECH and WSU student will speak at the meeting.

Ms. Eccles said opportunities at tech colleges are essential for the state and students. She appreciated the update on the clock hour to credit hour transition—it's important for UBHE members to understand the challenges and how they can help.

Fall Graduation is scheduled for Tuesday, November 1, 2022, 6:00 p.m. at the Eccles Conference Center, Grand Ballroom A. Parking is free in the events parking lot.

The Board of Directors is scheduled to meet on Thursday, December 15, 2022, at 4:00 p.m. in the C. Brent Wallis Student Services Building, Harold W Ritchey Board Room. The board may cancel the meeting if there are no items requiring action in December.
UPDATE: The board elected to cancel the December 15 meeting.

Meeting adjourned at 4:38 p.m.