



Board of Trustees Meeting – June 26, 2025, 4:00 p.m.

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

Board Members in Attendance:

William Shafer, Vice Chair

Lori Belnap Pehrson

Paul Widdison (remote)

Christine Jacobson-Ware

Cori Anderson

Sara Toliver

Jennifer Zundel

Jan Burrell

Slade Opheikens (remote)

Board Members not in Attendance:

Jennifer Zundel

Cameron Cook

Kori Ann Edwards

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:

Kim Ziebarth, Associate Commissioner (remote)

Jeremy Shaw, Assistant Attorney General

1. APPROVAL OF MEETING MINUTES

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

Approval of the Board of Trustees Meeting Minutes from June 26, 2025

Motion to approve: Jan Burrell and seconded by Sara Toliver

Final approval: Motion carried unanimously.

2. BOARD LEADERSHIP ELECTIONS

Anita Ruiz provided background on the election process for the Chair and Vice Chair of the Board of Trustees, opening nominations for these positions.

Nomination for Board Leadership Chair

Nomination for chair position: Sara Toliver nominated Kori Ann Edwards. With no additional nominations the nomination was carried unanimously.

Nomination for Board Leadership Vice Chair

Nomination for vice chair position: Cori Anderson nominated William Shafer. With no additional nominations the nomination was carried unanimously.

3. APPROVAL OF FY26 OPERATING BUDGET

Vice President Tyler Call presented the proposed FY26 operating budget, highlighting similarities to the current year's budget.

- The budget includes additional revenue from state appropriations, compensation and benefit increases, and shifts in funds from general expenses to capital expenses.
- Specific capital projects include revamping the Event Center and completing a sky bridge off the manufacturing and technology building.
- Tyler Call explains the impact of reduced grants and a \$1.5 million decrease in DFCM appropriations, noting that some projects will be funded through fund balance or discretionary funds.

Approval of the FY26 Operating Budget

Motion to approve: Lori Belnap Pehrson and seconded by Jan Burrell

Final approval: Motion carried unanimously.

4. APPROVAL OF FY26 STRATEGIC PLAN OBJECTIVES AND STRATEGIES

President Taggart outlined the five-year strategic plan, including vision, mission, values, and objectives. The plan is updated annually to reflect progress and new strategies, aligning with the Utah Board of Higher Education and performance funding.

Strategic Plan and Objectives

- Key objectives include increasing new enrollments, certificate completions, and graduation rates, as well as developing an expanded college economic impact statement.
- President Taggart emphasized the importance of community engagement and the need for a new college website optimized for mobile access.
- The strategic plan also focuses on improving the enrollment and admissions process, with plans to adopt a new enrollment management system in fiscal year 27.

Community Engagement and Strategic Initiatives

- Trustee Anderson questioned the community engagement strategy, suggesting it might need to be reviewed to be a stand-alone strategy. Possibly including measurable goals and surveys to track community awareness.
- Vice President Howard clarified that the goal is to increase community awareness and enrollment, not necessarily tied to graduation rates or certificate completions.
- Section 1B, FY26 Strategies will be reviewed and we will seek approval in the August 28, 2025 board meeting.

Approval of the FY26 Strategic Plan Objectives and Strategies

Motion to approve the FY26 Strategic Plan Objective and Strategies with the provision that we will update section 1B and seek approval in the August 28, 2025, board meeting:

Motion to Approve: Christine Jacobson-Ware and seconded by Sara Toliver

Final approval: Motion carried unanimously.

5. GOVERNORS APPOINTMENT OF TRUSTEES

President Taggart shared that Trustee Opheikens second term has concluded, and a new board member will be appointed. President Taggart thanked Slade for his service and contributions to the college.

- President Taggart highlighted the strong performance of the college in terms of graduation ROI and certificate completions.
- The college's impact on the community is important because we are focusing on building prosperity and providing valuable resources.
- The recent graduation ceremony was a success, and we have received positive feedback from attendees. President Taggart thanked the trustees for their participation and support.

6. 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.

7. EXECUTIVE SESSION: *The board may elect to go into a closed session which will not be open to the public, pursuant to Utah Code Title 52, Chapter 4, sections 204, 205, and 206.*

8. OPEN DISCUSSION

There were no further items of discussion.

9. NEXT MEETING

August 28, 2025, 4:00 p.m.

10. ADJOURN

With no further discussion items, the meeting adjourned at 5:00 p.m.