



BRIDGERLAND  
TECHNICAL  
COLLEGE  
btech.edu

**BRIDGERLAND TECHNICAL COLLEGE  
BOARD OF DIRECTORS' MEETING  
OCTOBER 23, 2017, 4 P.M.  
MAIN CAMPUS BOARDROOM  
1301 NORTH 600 WEST, LOGAN, UTAH**

**MINUTES**

**Board Members Present**

Ann Geary, Chair – Logan School District, Logan  
Taylor Adams – Utah State University, Logan  
Nini Anderson – Box Elder School District, Brigham City  
Dave Brown – Western AgCredit, South Jordan via phone  
Sue Luman – GBS Benefits, Logan  
Michael Madsen, Past Chair – Michael J. Madsen Construction, Garden City  
Roger Pulsipher – Cache School District, Avon  
Eric Wamsley – Rich School District, Laketown

**Board Members Excused**

Karen Hess, Vice Chair – Employment Specialist (Retired), Providence  
Brian Hyde – Autoliv, Smithfield  
Jeffrey Packer – All Pro Real Estate, Brigham City  
Neil Perkes – Logan Regional Hospital, Logan

**Bridgerland Technical College Present**

K. Chad Campbell, President  
Troy Christensen, Vice President for Brigham City  
John Davidson, Vice President for Instruction  
Emily Hobbs, Assistant to the President  
Lisa Rock, Controller  
Jim White, Vice President for Student Services

**Bridgerland Technical College Absent**

Wendy Carter, Vice President for Instruction

***Item 1***

**Pledge of Allegiance & Welcome**

Ann Geary conducted the meeting and welcomed those in attendance. The meeting was called to order at 4 p.m. The Pledge of Allegiance was recited.

**Item 2**

**Approval of Minutes**

Motion was made by Mike Madsen for the approval of minutes from the August 28, 2017, Board meeting; seconded by Roger Pulsipher. Motion carried.

**Item 3**

**Program and Certificate (Exit Point) Changes**

Bridgerland Technical College received initial accreditation in 2005. Prior to that time, program design included embedded exit points (similar to Occupational Completion Points in Florida). This design was initially submitted to the Council on Occupational Education (COE) and subsequently approved with the highest level credential approved as the program length. Program level changes were provided as required to COE annually.

In 2017, as a result of Department of Education direction, pages 8-9 of the *Policies Rules of the Commission* manual provided direction and clarification to **Exit Points**.

Bridgerland wishes to comply with the new direction provided by the Commission and ultimately the US Department of Education by eliminating all exit points so program offerings can be advertised in marketing materials. The College wishes to convert popular exit points into stand-alone programs and make clock-hour changes to programs where Advisory Committee input and student demand dictate.

Once approved by the BTECH Board of Directors, application will be forwarded to COE with an effective implementation date of November 1, 2017.

Chad Campbell reviewed the following program changes, which are also detailed on the attached spreadsheet. Board members engaged in a question and answer session. They were pleased to know that Advisory Committee input is important in this decision making process.

**Exit Points Removed**

Accounting Technician	Electronics Assembly Technician
Advanced Composite Fabrication & Repair I	Emergency Medical Technician (EMT)
Advanced Emergency Medical Technician	Engineering Technician
Advanced Information Technology	Esthetics Instructor
Appenticeship Plumbing	Fashion Merchandising
Apprenticeship Electrician	Firefighter Recruit Candidate Academy
Apprenticeship HVAC	Heavy Duty Diesel
Apprenticeship Other	Heavy Equipment Operator
Architectural Drafting	Heavy Equipment Operator/CDL
Auto Collision Repair and Refinishing	Heavy Equipment Operator/CDL Advanced
Automated Manufacturing Advanced	Interior Design Advanced
Automated Manufacturing Basic	Interior Design Basic
Automated Manufacturing Operator	Introductory Drafting
Automotive Technician	Law Enforcement Officer
Basic & Master Esthetician	Master Esthetician

Basic Corrections Officer Basic Esthetician Basic Information Technology Basic IT and Web Development Basic Restaurant and Catering Basic Web & Mobile Development Business Administrative Support Business Basic Cabinetmaking and Millwork Carpentry CDL – Commercial Driver’s License Certified Firefighter CNC Machining Computer Aided Drafting & Design Computer Graphics Controls Engineering Technician Conventional Machining Cosmetology/Barbering (ID) Cosmetology/Barbering (UT) Cosmetology/Barbering Instructor Dental Assisting Electronic Basic Electronics Advanced	Mechanical Drafting Media Design Technology Medical Assisting Medical Coding Medical Office Administration Nail Technician Nail Technician Instructor Nursing Assistant Training (CNA) Pharmacy Technician Phlebotomy Pipe Welding Technology Practical Nursing Professional Retail Meat Cutting Real Estate Broker Pre-Licensing Real Estate Pre-Licensing Restaurant and Catering Retail Sales and Management Robotics STEM Academy Salesmanship Special Function Officer Veterinarian Assistant / Pre-Vet Tech Web & Mobile Development Welding
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COE Approved Program Name	CHANGE	CIP	Old Hours	New Hours	Location
<b>Non-Substantive Changes</b>					
Business Technology	Hour Change	52.0401	1200 hrs	1050 hrs	Main #240800 Branch #240801
Cosmetology	Name Change: Cosmetology/Barbering Hour Change	12.0401	2000 hrs	1600 hrs	Branch #240801
Dental Assisting	Hour Change	51.0601	1350 hrs	1080 hrs	Main #240800
Electronic Engineering Technology	DROP from Brigham City Branch, no students enrolled	47.0105	1410 hrs	0 hrs	Branch #240801
Emergency Medical Services	Name Change: Emergency Medical Technician	51.0810	140 hrs	140 hrs	Main #240800
Fashion Merchandising	Name Change: Fashion Merchandising and Development	52.1902	1050 hrs	1050 hrs	Main #240800

Health Sciences	Exit Point Now New Program, Name Change: Medical Assisting	51.0801	1200 hrs	1200 hrs	Main #240800
<b>Substantive Changes (New Program)</b>					
Controls Engineering Technology	Exit Point Now New Program	47.0303	600 hrs	600 hrs	Main #240800
Master Esthetics	Exit Point Now New Program	12.0409	1200 hrs	1200 hrs	Branch #240801
Heavy Equipment Operator	Exit Point Now New Program	49.0202	300 hrs	300 hrs	Main #240800
Commercial Driver's License (CDL)	Exit Point Now New Program	49.0205	300 hrs	300 hrs	Main #240800
IT/Web Technology	Exit Point Now New Program	11.0101	900 hrs	900 hrs	Main #240800
Pharmacy Technician	Exit Point Now New Program	51.0805	630 hrs	630 hrs	Main #240800
Nursing Assistant	Exit Point Now New Program	51.3902	100 hrs	100 hrs	Main #240800 Branch #240801
Real Estate	Exit Point Now New Program	52.1501	120 hrs	120 hrs	Main #240800
<b>Substantive Changes (&gt;25%)</b>					
Automated Manufacturing & Robotics	Name Change: Automated Manufacturing	47.0303	1410 hrs	900 hrs	Main #240800 Branch #240801
Culinary Arts	Hour Change	12.0505	1620 hrs	900 hrs	Main #240800
Heavy Equipment Operator/CDL	Hour Change	49.0202	900 hrs	600 hrs	Main #240800
Electronic Engineering Technology	Hour Change	47.0105	1410 hrs	900 hrs	Main #240800
Information Technology	Hour Change	11.0101	1200 hrs	900 hrs	Main #240800

Nursing is approved with COE at 1500 hours (930 hours core Nursing Curriculum). This includes preadmission and prerequisite courses and is reported as such in requirements dictated by Accreditation Commission for Education in Nursing (ACEN). *"ACEN Accreditation Manual Glossary page 9: Nursing Program Length – total number of credit/quarter/clock hours required to complete the defined nursing program of study allocated over a specific number of academic terms (semester/trimester/quarter); the nursing program of study is inclusive of all prerequisite courses, general education courses, and nursing courses required."*

**ACTION:** Motion was made by Nini Anderson to approve the Program and Certificate (Exit Point) Changes. Eric Wamsley seconded. Motion carried.

**Item 4**

**Report on Governor's Education Summit**

The Governor's Education Summit was held October 13, 2017, at UVU. At this event, Governor Gary Herbert declared 2018 the "Year of Technical Education" in the state of Utah. Statewide Vision, Student Perspectives, Industry Engagement, and Education Delivery were among the panels presented with experts discussing related topics. Bridgerland's Automated Manufacturing & Robotics graduate, John Robinson, represented the College on the 'Student Perspectives' panel as an excellent example of stackable credentials. He is continuing his education at Utah State University in Technology Systems.

As a result of the Governor's Education Summit, Jeff Packer requested a white paper or talking sheet on technical education as a resource for Board Members to use while talking to friends and neighbors. Troy drafted a talking sheet and provided it as a link on the web site. He reviewed the sheet and asked for input. Suggestions can be submitted to Emily Hobbs. Board members engaged in discussion regarding technical education and pondered on how to better inform potential students, parents, and counselors. Career Days and/or open house for parents, Rich County awareness, reaching out at younger ages, and knowledge of affordability, were among the ideas discussed.

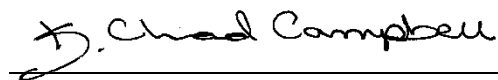
**Item 5**

**BTECH Updates & Calendar Items**

*Chad Campbell, President*

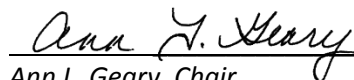
- Email changed to [btech.edu](mailto:info@btech.edu)
- Calendar available at [btech.edu/event-calendars](http://btech.edu/event-calendars)
  - Brigham City Branch Campus Open House – November 1, 11 a.m. – 2 p.m. (11:30 a.m. ribbon cutting)
  - Board Leadership Meeting – November 13, 4 p.m.
  - Fall Fashion Show – November 16 & 17, 7:30 p.m.
  - Pathways Conference – December 6 (Kim Giles will be the keynote speaker) 8 a.m.
  - General Graduation – December 6, 6:30 p.m.
  - Nursing Graduation – December 7, 5:30 p.m.
- 2017-2018 Board Meeting Dates
  - November 20, 2017
  - January 22, 2018
  - April 23, 2018
  - June 18, 2018

The meeting adjourned at 5:34 p.m. The next Board meeting is scheduled for Monday, November 20, 2017, at 4 p.m.



*Minutes submitted by K. Chad Campbell, President*

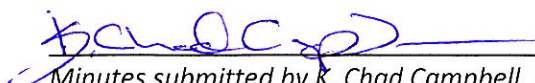
*Prepared by Emily Hobbs, Assistant to the President*

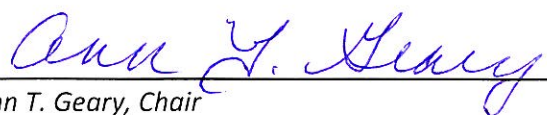


*Ann L. Geary, Chair*

The following are two amendments to the minutes made on December 14, 2017 (change indicated with highlight). IT/Web Technology was approved for not only Main Campus, but the Brigham City Branch Campus as well. Also, the hours for Information Technology were approved to change from 1200 hours to 900 hours for both Main Campus and the Brigham City Branch Campus. Both of these changes were included in the handout on October 23, 2017, were reviewed, and approved (see attachment). The items were inadvertently missed on the minutes.

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 Minutes submitted by K. Chad Campbell, President  
 Prepared by Emily Hobbs, Assistant to the President

  
 Ann T. Geary, Chair