



**BRIDGERLAND
TECHNICAL
COLLEGE**
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**BRIDGERLAND TECHNICAL COLLEGE
BOARD OF DIRECTORS' MEETING
NOVEMBER 20, 2017, 4 P.M.
MAIN CAMPUS BOARDROOM
1301 NORTH 600 WEST, LOGAN, UTAH**

**MINUTES
~ DRAFT ~**

Board Members Present

Ann Geary, Chair – Logan School District, Logan
Nini Anderson – Box Elder School District, Brigham City
Sue Luman – GBS Benefits, Logan
Jeffrey Packer – All Pro Real Estate, Brigham City
Neil Perkes – Logan Regional Hospital, 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

Taylor Adams – Utah State University, Logan
Dave Brown – Western AgCredit, South Jordan
Karen Hess, Vice Chair – Employment Specialist (Retired), Providence
Brian Hyde – Autoliv, Smithfield

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
Frank Stewart, Chief Development Officer
Jim White, Vice President for Student Services

Guest(s)

Colette Pulsipher, Fashion Merchandising
Hailey Ropelator, Fashion Merchandising
Dr. Scott Theurer, Trustee Representative – Dentist, Logan

Item 1

Welcome & Pledge of Allegiance

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

Motion was made by Mike Madsen for approval of the minutes from the October 23, 2017, Board Meeting; seconded by Roger Pulsipher. Motion carried.

ACTION: Motion was made by Nini Anderson to move Item 3 to Item 4; seconded by Mike Madsen. Motion carried.

Item 4 ~ Order Amended ~

Fashion Merchandising Program Highlight

Colette Pulsipher and Hailey Ropelato highlighted the Fashion Merchandising Program. This program includes fashion business, marketing, promotion, textile fibers and construction, fashion styling, visual merchandising, and sales. Students have the opportunity to plan, direct, and produce full-scale, semi-annual fashion shows. A report on the Fashion Show was included with a video. Board members engaged in a question and answer session.

ACTION: Motion was made by Roger Pulsipher to cover Item 8 while awaiting for the arrival of the Student of the Year; seconded by Eric Wamsley. Motion carried.

Item 8 ~ Order Amended ~

BTECH Updates & Calendar Items

President Campbell reviewed the following items:

- Stand-Alone Courses
 - In accordance with USTC Policy 200, Section 5.1.2, courses not part of an approved certificate shall be approved by the Chief Instructional Officer and reported to the College Board of Directors as an information item. The current schedule was included as a link and available online at btech.edu. New courses that have been approved, but not included in the Technically Speaking Class Schedule, was available online as a link.
- Cache Makers is using the Bridgerland Logan Campus – West facility near the STEM training areas.
- Calendar available at btech.edu/event-calendars
 - Pathways Conference – December 6, 7:30 a.m. – 2 p.m.
 - General Graduation – December 6, 6:30 p.m.
 - Nursing Graduation – December 7, 5:30 p.m.
- 2017-2018 Board Meeting Dates
 - January 22, 2018
 - April 23, 2018
 - June 18, 2018

Item 3

Recognition and Honor of the Bridgerland Technical College/Utah System of Technical Colleges (USTC) Student of the Year

Jim White announced and introduced MaKayla Gibson as the 2017-2018 Student of the Year. The Student of the Year was selected from a group of excellent candidates who were required to submit an application and agree to represent Bridgerland and USTC during the upcoming year including legislative and other public relations events. MaKayla is a graduate of the Business Technology Program where she completed both the Accounting and Administrative Support certificates. Ann Geary presented her a Certificate of Accomplishment and Board members congratulated MaKayla and her family.

Item 5

Training on Open and Public Meeting Laws

Ann Geary provided a presentation on Open and Public Meeting laws – Utah Code Title 52 – Chapter 04 – Open and Public Meetings Act. These requirements are to be reviewed annually. It is the Board Chair's responsibility to ensure the laws are followed. Ann's term as Board Chair will end in June 2018.

Item 6

Notification of FY 2018-2019 Secondary Student Fees to Education Providers

The High School Course Offerings booklet, which includes the Secondary Student Fee Schedule for FY 2017-2018 was provided for review as a link online. This schedule is given to all secondary education providers in the Bear River Region and is also available on Bridgerland's Web site at btech.edu/students/high-school-students. Each school district representative on the College Board of Directors is required by USTC policy to provide written notification of this fee schedule to the Board of Education President of their respective districts.

Jim White informed the Board of the new high school registration system and provided a demonstration of the individual high school pages. The registration system will assist in spreading students throughout a broader range of programs on the front end to prevent overcrowding in select classes.

ACTION: Roger Pulsipher made a motion to approve the Secondary Student Fee Schedule and agreement (where applicable) to notify the Board of Education of their respective districts and secondary education providers; seconded by Nini Anderson. Motion carried.

Item 7

FY 2016-2017 Strategic Plan Summary Report

The FY 2016-2017 Strategic Plan Summary Report was provided to Board members. This report is designed to provide a brief summary and evaluation of accomplishments toward the objectives of the 2016 through 2021 Strategic Plan. Standard Four "Strategic Planning" of the Council on Occupational Education (COE) Accreditation Standards requires the Strategic Plan to (1) be reviewed and revised annually (at least), and (2) the results of the evaluation of progress documented annually. This report is designed to satisfy these requirements and provide an opportunity for discussion related to the strategic planning process. Emily Hobbs reviewed the report and spoke of the successes throughout the year. Board members engaged in discussion.

Jeff Packer suggested a future agenda item of safety protocols for the College.

ACTION: Jeff Packer made a motion to approve the FY 2016-2017 Strategic Plan Report; seconded by Mike Madsen. Motion carried.

Item 9

Board of Trustees Report

The following brief update from the USTC Board of Trustees was provided by Scott Theurer:

- Dixie Tech is now occupying their new building.
- Paul Hacking was named the new President for Tooele Tech.
- Davis Tech and Mountainland Tech are pursuing new buildings and have been highly ranked by the Building Board.
- College outcome data will be finalized and reported for 2017. Scott Theurer encouraged Board members to exercise their fiduciary responsibility to ensure outcomes are represented accurately and funding is used productively.

Next Meeting Date & Adjournment

The next Board meeting will be Monday, January 22, 2018, at 4 p.m. The meeting adjourned at 6:12 p.m.