



**BRIDGERLAND
TECHNICAL
COLLEGE**
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**BRIDGERLAND TECHNICAL COLLEGE
BOARD OF DIRECTORS' MEETING
APRIL 23, 2018, 4 P.M.
LOGAN CAMPUS - MAIN BOARDROOM
1301 NORTH 600 WEST, LOGAN, UTAH**

**MINUTES
~DRAFT~**

Board Members Present

Ann Geary, Chair – Logan School District, Logan
Taylor Adams – Utah State University, Logan
Nancy Kennedy – Box Elder School District, Brigham City
Jeffrey Packer – All Pro Real Estate, Brigham City
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

Dave Brown – Western AgCredit, South Jordan
Brian Hyde – Autoliv, Smithfield
Sue Luman – GBS Benefits, Logan
Neil Perkes – Logan Regional Hospital, Logan

Bridgerland Technical College Present

K. Chad Campbell, President
Wendy Carter, Vice President for Instruction
Troy Christensen, Vice President for Brigham City
John Davidson, Vice President for Instruction
Emily Hobbs, Chief of Staff
Lisa Rock, Controller
Jim White, Vice President for Student Services

Guest(s)

Dr. Scott Theurer, Trustee Representative – Dentist, Logan
Rex Davidsavor, Culinary Arts
Scott Elliott, Meat Services
Scholarship recipient students and parents

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

Approval of Minutes

Motion was made by Roger Pulsipher for the approval of minutes from the January 22, 2018, Board meeting. Taylor Adams seconded. Motion carried.

Item 3

Board Member Resignation Announcement & Thank You

Karen Hess, who has been a member of the Board of Directors since 2013 and is currently serving as Vice-Chair of the Board, recently informed the College of her desire to withdraw from the Board. Ann Geary, on behalf of the Board, and Chad Campbell, on behalf of the College, presented Karen with a plaque and thanked her for her great service.

Item 4

Program/Department Highlight – Culinary Arts

The Culinary Arts and Meat Services programs put their skills to the test at the Eccles Ice Arena's Spice on Ice fundraising event on March 20, 2018. The BTECH team served Roasted Red Potatoes Stuffed with Gorgonzola, Cream Cheese and Bacon as the appetizer. The entrée was Pepper Crusted Flank Steak, served with fried Polenta, Roasted Carrots with Garlic, and garnished with micro greens (grown right in the Culinary Arts kitchen). President Campbell announced Bridgerland Technical College as the 1st place winners of the event. Students and instructors were present and congratulated on a job well done. In addition, Rex Davidsavor briefly highlighted the Culinary Arts Program.

Item 5

Presidential Scholarship Recipient Recognition

The Bridgerland Technical College (BTECH) Presidential Scholarship is a prestigious award recognizing high school seniors from across the intermountain west who will graduate in 2018 and were nominated by an instructor of career and technical education endorsing merit, accomplishments, and future plans. Recipients of this scholarship demonstrate exceptional ability and accomplishment in a technical training area and have a sincere desire to enroll and complete training at BTECH. The following five students were selected as recipients. Ethan, Braxton, Krystina, and Parker attended the meeting with their parent(s) and/or nominating instructors and were presented with an awarding certificate.

- Ethan Egbert from Logan, UT – Automated Manufacturing
- Brittany Hardy from Oakley, UT – Machining Technology
- Braxton Hysell from Mountain View, WY – Diesel
- Krystina Kiser from Bear River, UT – Interior Design
- Parker Murray from Wellsville, UT – Machining Technology

President Campbell provided the following update on 2017 recipients:

- Brook Berg from Garland, Utah – Animal Sciences
 - Graduated September 2017, Continuing education at USU
- Trevor Buttars from Clarkston, Utah – Diesel
 - Current student
- Wyatt Gross from Mountain View, Wyoming – Welding Technology
 - Current student
- Alyssa Jones from Riverside, Utah – Dental Assisting
 - Current Student
- Whitney Morgan from Brigham City, Utah – Cosmetology/Barbering
 - Graduated December 2017, found related employment at Sublime Salon, Perry, UT

Item 6

Introduction of New Board Member

The Bridgerland Board of Directors and Administration welcomed Nancy Kennedy as a new Board member. In accordance with Utah Code, all new Board members representing education are to be appointed by their respective appointing authorities. (Title 53B, 2a, 109 (2) "The original appointing authority shall fill any vacancies that occur on the College Board of Directors.") Nancy represents Box Elder School District and replaces Nini Anderson on the Board as an educational representative. Nancy introduced herself and introductions of the other Board members along with the Administrative staff were completed.

Item 7

Legislative Update

A brief update, as presented to the Utah System of Technical Colleges (UTech) Board of Trustees, regarding the 2018 General Session of the Legislature was provided. Also included was a spreadsheet outlining, in general terms, the funding allocation across the system. President Campbell provided a brief report about how this information applies specifically to Bridgerland.

Capital Development Request

President Campbell requested permission and support from the Board of Directors to submit a request to the UTech Board of Trustees for the Health Sciences Building as a Capital Development project. BTECH will likely have the only building request from the Utah System of Technical Colleges.

Ongoing Budget

The Governor positively recognized UTech for the Year of Technical Education by funding the System \$80 million, which includes the new Davis Tech and Mountainland Tech buildings. President Campbell reviewed the ongoing funds of the 2018 General Session of the Utah Legislature document (see attached for details). Notably, BTECH was funded for program expansion for Paramedic and Web & Mobile Development, ongoing equipment, two SWI Grants, and scholarships.

For the ongoing budget items, President Campbell requested permission and support from the Board of Directors to utilize the funding in accordance with the the budget request

documentation provided to UTech and the Legislature before the session. This would also include direction to prepare the FY18-19 budget with a 2.5 percent Cost of Living Adjustment (COLA). Merit will be applied through natural attrition and/or internal efficiencies if applicable.

Jeff Packer made a motion to approve the Capital Development Request and the Ongoing Budget strategies as outlined and discussed. Mike Madsen seconded. Motion carried.

In addition to the budget, President Campbell reviewed the following governance changes:

- **HB300 – Higher Education Modifications**
 - Permits the Governor to remove, for cause, certain members of the State Board of Regents; the Utah System of Technical Colleges Board of Trustees; an institution of higher education board of trustees; and a technical college board of directors;
 - Defines “UTech” to mean the Utah System of Technical Colleges;
 - Amends provisions related to the role of a technical college board of directors in relation to a technical college president;
 - Amends the membership of a technical college board of directors; creates a term limit for a member of a technical college board of directors; and makes technical and conforming changes; and
 - Creates, funds, and enacts provisions related to the Higher Education Strategic Planning Commission.

President Campbell noted the Board of Directors will increase from 12 to 13 and members will be rotating off as term limits are reached. Board members engaged in discussion.

- **HB437 – Career and Technical Education Scholarships**
 - Creates an \$800,000 ongoing scholarship to fund attendance at a technical college for individuals who meet certain conditions.
- **HB116 – Student Civil Liberties Protection Act**
 - Requires a state institution of higher education to initiate rulemaking proceedings for a policy under certain circumstances;
 - Requires each state institution of higher education to:
 - review each current policy for direct effects on the civil liberties of students; and
 - repeal or initiate rulemaking proceedings for each policy that directly affects a student's civil liberty.
 - Permits a student at a state institution of higher education to submit a complaint about a school policy to the State Board of Regents or to the Utah System of Technical Colleges Board of Trustees;

- Requires the State Board of Regents and the Utah System of Technical Colleges Board of Trustees to:
 - establish a complaint process; and
 - report annually to the Administrative Rules Review Committee.

Item 8

Policy Manual Updates – Policy 103 Governing Authority

As a result of the changes dictated in HB300 “Higher Education Modifications,” and the withdrawal of Karen Hess from the Board of Directors, Policy 103 – Governing Authority needed to be updated. The changes required by Legislation were incorporated by updating links to the Utah Code. Mike Madsen and Ann Geary lead the Board in discussion regarding proposed changes.

Taylor Adams made a motion to approve changes to Policy 103 – Governing Authority as proposed. Roger Pulsipher seconded. Motion carried.

Under suspension of the rules, Jeff Packer made a motion to retain the current chair, Ann Geary, and past chair, Mike Madsen, in their leadership positions for another year. Roger Pulsipher seconded. Motion carried.

Jeff Packer, who would be eligible for election of an officer, withdrew his name from the June 2018 election of vice-chair.

Item 9

Other Policy Manual Updates

Administration reviewed proposed changes to the following policies and plans. Changes were provided and indicated with red and strike out (attached). These updates were a result of a careful review of all policies and plans by Administration with input from faculty and staff. Additional policies and plans will be brought to the Board as changes are finalized.

Chad Campbell, President

Policy 300.345 – Benefits – Benefits-Eligible Employees

Policy 500.507 – School Closure

Policy 500.520 – Open and Public Meetings – College Board of Directors

Lisa Rock, Controller

Policy 300.341 – Smoking

Policy 300.347 – Continuation of Insurance Coverage (COBRA)

Policy 300.359 – Military Leave

Policy 300.364 – Workers Compensation

Wendy Carter, Vice President for Instruction

Plan 400.450 – Faculty/Staff Professional Growth and Development Plan

Plan 500.537 – Health and Safety Plan

NEW Plan 600.617 – Limited English Proficiency Plan

No Proposed Changes – Annual Review

Plan 500.591 – Strategic Plan Supplement (actual Strategic Plan will be reviewed in June)
Plan 600.693 – Student Personnel
Plan 600.695 – Work-Based

Jim White, Vice President for Student Services

Policy 500.566 – Hazardous Materials
Plan 600.691 – Student Follow-Up & Placement Plan
Plan 500.575 – Privacy/Security
NEW Plan 600.625 – Retention

Eric Wamsley made a motion to approve changes to the policies and plans as outlined above in Other Policy Manual Updates. Jeff Packer seconded. Motion carried.

Item 10

High School Award Assemblies

Each year the College awards, on average, 35 scholarships to deserving graduating high school seniors. This year, BTECH had the opportunity to award 45. In May, the high schools in the region will be recognizing their students that have been awarded scholarships. The following Board members volunteered to represent BTECH at participating schools:

- Green Canyon HS – Roger Pulsipher
- InTech Collegiate HS – Taylor Adams
- Mountain Crest HS – Roger Pulsipher
- Rich HS – Eric Wamsley
- Ridgeline HS (just sit on stage, no volunteer needed)
- Sky View HS – Scott Theurer

Item 11

BTECH Updates & Calendar Items

Chad Campbell, President

- Stand-Alone Courses (No new courses to review)
 - In accordance with Utah System of Technical Colleges 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 is included as a link and is always available online at btech.edu. New courses that have been approved, but not included in the Technically Speaking Class Schedule, is available online as a link.
- Custom Fit
- Calendar available at btech.edu/event-calendars
 - May 1, 2018 – Free Start Summer Scholarship Applications Due
 - May 2 & 3, 2018 – Career Days, 8:15 a.m.-11 a.m. and 11:30 a.m.-2:15 p.m. each day
 - Mayor Daines will be coming on Thursday.
 - May 31, 2018 – BTECH Nursing Graduation, 5:30 p.m., at BTECH
 - June 6, 2018 – BTECH General Graduation, 6:30 p.m., at Ridgeline High School

- Upcoming Board Meeting Dates
 - June 18, 2018
 - August 27, 2018
 - November 19, 2018

Item 12

Board of Trustees Report

Scott Theurer provided a brief update from the Utah System of Technical Colleges Board of Trustees. Dixie Technical College is currently in a search for a new president. The new president will likely be appointed in June. Uintah-Basin Technical College had a ground breaking on March 15, 2018, for their new Welding Technology building.

Scott expressed his sincere appreciation for the Board members' service and for President Campbell's continued mentoring for other colleges.

Item 13

Other Items of Business

- A short discussion with the education representatives on the Board to fill the unexpired term of Karen Hess was held.

Item 14

Adjournment and Next Meeting Date: The Board meeting adjourned at 5:58 p.m. The next Board meeting will be Monday, June 18, 2018, at 4 p.m.