



**BRIDGERLAND  
TECHNICAL  
COLLEGE**  
btech.edu

**BRIDGERLAND TECHNICAL COLLEGE  
BOARD OF DIRECTORS' MEETING  
JANUARY 27, 2020, 4 P.M.  
LOGAN CAMPUS – MAIN BOARDROOM  
1301 NORTH 600 WEST, LOGAN, UTAH**

**MINUTES**

**Board Members Present**

Neil Perkes, Chair – Logan Regional Hospital, Logan  
Taylor Adams – Utah State University, Logan  
Dave Brown – Western AgCredit, South Jordan, via phone call  
Jack Draxler – Draxler Appraisal Services, Inc., North Logan  
Monica Holdaway – Box Elder Chamber of Commerce, Brigham City  
Brian Hyde – Autoliv, Smithfield  
Nancy Kennedy, Vice Chair – Box Elder School District, Brigham City  
Jeffrey Packer – All Pro Real Estate, Brigham City  
Michael Madsen – Michael J. Madsen Construction, Garden City  
Roger Pulsipher – Cache School District, Avon  
Eric Wamsley – Rich School District, Laketown

**Board Members Excused**

Ann Geary, Past Chair – Logan School District, Logan

**Bridgerland Technical College Present**

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

**Guest(s)**

Dr. Scott Theurer, Trustee Representative – Dentist, Logan  
Lisa Moon, BTECH AVP for Instruction  
Bryan Davies, Department Head for Fire and Rescue Services

### **Item 1**

#### **Welcome & Pledge of Allegiance**

Neil Perkes conducted the meeting and welcomed those in attendance. The meeting was called to order at 4:05 p.m. The Pledge of Allegiance was recited.

### **Item 2**

#### **Program Highlight – Fire and Rescue Services**

*Lisa Moon, Associate Vice President for Instruction*

*Bryan Davies, Department Head*

Lisa Moon introduced Bryan Davies, Department Head for the Fire and Rescue Services program. The Standards and Training Council unanimously voted in the affirmative to continue to accredit the Fire and Rescue Services program at BTECH. Many of those doing the evaluations for accreditation made particular comments on how well run and professional the program is and said it sets the “Gold Standard for the State.” During the Council’s recent meeting on January 8, Bryan Davies was presented with a Certificate of Accreditation plaque from the council. It was truly an honor for the program.

Bryan Davies provided a presentation highlighting the Fire and Rescue Services program. On October 26, the recruits simulated what they will experience on a 24-hour shift when employed. The Facebook community enjoyed watching the recruits go on a steady stream of calls with scenarios of all kinds, including a structure fire with rescues, 11 medicals, and 21 fire calls. Recruits sat down to a cold dinner just to get called out again as they shoveled food into their mouths on the run. The instructors worked hard to organize, plan, and execute such an amazing event. They were just as tired as the persistent recruits at the end of a demanding two days.

Board members engaged in a question and answer session as they learned more about this program and the employment opportunities that exist. Bryan confirmed the outlook for employment is better now than he has ever seen.

**ACTION:** Information item/pleasure of the Board.

### **Item 3**

#### **Consent Calendar Approval**

- A. **Minutes from the November 25, 2019, Board meeting** were available online for review and subsequent approval.
  
- B. **Fiscal Year (FY) 2018-2019 Student Enrollment and Outcomes Report Final Certification**  
The FY 2018-2019 Student Enrollment and Outcomes Report, as of July 31, 2019, was reviewed by the Board of Directors in the August 26, 2019, Board meeting. As provided in the Utah System of Technical College (USTC) Policy 205.11.2, Bridgerland continued to track outcomes of FY 2018-2019 certificate-seeking students after the end of the fiscal year and provided a follow-up data submission in December. Additional non-graduate/early-hire

completers and re-enrolled students were reported. Completion rates for certificate-seeking students have been recalculated, given these updated student outcomes. The Bridgerland Technical College President along with the Vice President for Instruction and the Vice President for Student Services have certified that the submitted follow-up data comply with all applicable statutes and policies, and have verified that the updated completion rates are accurate, to the best of their knowledge. The final certification was submitted to USTC December 17, 2019, as required by USTC Policy.

**ACTION:** Roger Pulsipher made a motion to approve the Consent Calendar items. Brian Hyde seconded. Motion carried.

#### *Item 4*

##### **FY 2020-2021 Proposed General Tuition Rate**

The Bridgerland Technical College Board of Directors traditionally makes a recommendation for a tuition rate increase, if any, to the Utah System of Technical Colleges Board of Trustees on an annual basis. This recommendation is typically based on input from the College Administration as needed. However, for Fiscal Year 2020-2021, the Governor's Office recommended a "Freeze on tuition until affordability is adequately defined" for all Higher Education Institutions. Jim White said this recommendation from the Governor aligns with what the College Administration would also propose. Jack Draxler commended the BTECH Administration and Governor Herbert for taking a hard look at tuition rates and holding this year. Nancy Kennedy added that the Box Elder School District applauded the College for reducing fees.

**ACTION:** Mike Madsen made a motion to hold the FY 2020-2021 Proposed General Tuition Rate at \$2.00 per membership hour. Jack Draxler seconded. Motion carried.

#### *Item 5*

##### **FY 2020-2021 Proposed Differential Tuition Rates**

BTECH Administration is requesting the renewal of a differential tuition rate for the Farm and Ranch Management continuing education course(s) and Assessment & Learning pre-admission support course(s). Differential tuition rates for these have been in existence for many years; however, USTC Policy 204.6 (6.4) dictates that the USTC Board of Trustees approve the differential rates on an annual basis. Accordingly, with the consent and recommendation of Bridgerland's Board of Directors, a letter will be sent to the USTC Commissioner with the tuition and differential rates, which have not changed.

##### **1. Farm /Ranch Business Management:**

Beginning students: \$210/annually

Advanced students: \$240/annually

Justification: Farm/Ranch Business Management began in the early to mid-1980s in an effort to help small- and medium-sized farms and ranches become successful. For each year of its existence, it has operated with a differential tuition rate. In prior years, the process of renewing the differential rate was virtually automatic and occurred at the

same time the regular tuition rate was approved. With the development and approval of the newest version of USTC Policy Number 204.6-6.4, the College is now required to request approval of this differential rate on an annual basis.

## **2. Assessment & Learning Center:**

All students: \$20/month

Justification: The Assessment & Learning Center exists as a resource to assist students in transitioning from wherever they are academically, to a level that will ensure success in their chosen training program. The Assessment & Learning Center does not result in an occupational credential but rather prepares students for success in both their chosen training program and eventual occupation. This center has also existed since the mid-1980s and has always operated with a differential tuition rate. The rate has been established as a means of removing or at least reducing barriers to enrollment as students move through the remedial math, English, and/or reading curriculum at their own pace. Upon successful completion of the curriculum, students are then prepared to enter one of the College's training programs and will be charged the USTC approved tuition rate for their chosen occupational program.

**ACTION:** Eric Wamsley made a motion to approve the FY 2020-2021 Differential Tuition Rates. Roger Pulsipher seconded. Motion carried.

### **Item 6**

#### **Board of Directors Orientation**

Neil Perkes, Chair of the Board, asked President Campbell to provide the Board with a broad overview of the duties and responsibilities of the Board as currently defined by state law and the Utah System of Technical Colleges' policies. He also asked to have an overview of the current organizational structure of the College. President Campbell provided a presentation highlighting the following:

- Utah Code with Board of Director and President duties and responsibilities
  - <https://le.utah.gov/xcode/Title53B/53B.html>
- Utah System of Technical Colleges (USTC) Policies
  - <http://utech.edu/policies-and-procedures>
- BTECH Web Site & Policies
  - <https://btech.edu/>
- BTECH Organizational Chart
  - <https://btech.edu/wp-content/uploads/BTECH-Organizational-Chart-College-Wide.pdf>

President Campbell encouraged Board members to learn more by visiting the resources provided.

**ACTION:** Information item/pleasure of the Board.

**Item 7**

**Board of Trustees Report**

Dr. Scott Theurer provided a brief update from the Utah System of Technical Colleges Board of Trustees covering the following items:

- The Trustees will start the formal evaluation for President Campbell. A survey will be sent to various faculty, staff, students, legislators, and education/community representatives. The report will be shared during a closed session at the April Board Meeting.
- The BTECH Building is ranked No. 1 going into the Legislative Session. This request is a “Non-Dedicated” capital facility project. The Trustees will be responsible for determining how the ongoing funds of \$7 million will be spent for “Dedicated” capital facility projects. These requests will not be finalized until after the BTECH building gets funded. BTECH does not currently have a “Dedicated” capital facility request due to the high priority of the Health Sciences Building.
- The UTECH Board of Trustees' Vision and Goals have been modified in the last 45 days. Dr. Theurer provided a brief overview.
- Custom Fit will be participating in a routine audit over the next few months.
- UTECH has submitted an ongoing budget increase for \$15 million for compensation, program expansion, equipment, student support, Custom Fit, and college access advisors.
- Legislative drafters are working on a bill considering the recommendations from the Higher Education Strategic Planning Commission and the 3<sup>rd</sup> party evaluator NCHEMS. Dr. Theurer explained the proposed Board structure to the committee, which will consist of a person for technical education and a person for traditional higher education. Dr. Theurer is encouraged by the possibility of reducing inefficiencies and duplication, and creating seamless transitions for learning. Board members would like to know when the bill is available and would like to know what they can do to be helpful in the process.

**ACTION:** Information item/pleasure of the Board.

**Item 8**

**Information Items**

**A. Custom Fit Training Department – Year to Date**

Fiscal Year	Trainees	Training Hours	Total Companies	New Companies
19-20 Qtr 1	1,488	11,802	140	18
19-20 Qtr 2	2,257	25,378	176	19

**B. 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 is included as

a link and is always available online at [btech.edu](http://btech.edu). No new courses need to be approved at this time.

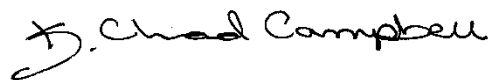
**C. Calendar/Happenings**

- Calendar available at [btech.edu/event-calendars](http://btech.edu/event-calendars)
  - February 7 – BTECH Ski Night, 5 p.m., Beaver Mountain
  - March 30 – April 3, Closed for Spring Break
- Board Meeting Dates
  - April 27, 2020
  - June 22, 2020
  - August 24, 2020
  - November 16, 2020

**Item 9**

**Adjournment**

The meeting adjourned at 5:53 p.m.



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*Minutes submitted by K. Chad Campbell, President*

*Prepared by Emily Hobbs, Chief of Staff*



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*Neil Perkes, Chair*



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**AGENDA**

WIFI PASSWORD: redtwizzlers

[BTECH.EDU/ABOUT-US/GOVERNING-BOARD/BTECH-CAMPUS-BOARD-OF-DIRECTORS-MEETINGS](http://BTECH.EDU/ABOUT-US/GOVERNING-BOARD/BTECH-CAMPUS-BOARD-OF-DIRECTORS-MEETINGS)

**Item 1**

**Start Recording: State Date, Time, Place of Meeting, and Members Present  
Pledge of Allegiance & Welcome**

**Item 2**

**Program Highlight – Fire and Rescue Services**

*Lisa Moon, Associate Vice President for Instruction*

*Bryan Davies, Department Head*

Bryan Davies will be present to highlight the Fire and Rescue Services program. The Standards and Training Council unanimously voted in the affirmative to continue to accredit the Fire and Rescue Services program at BTECH. Many of those doing the evaluations for accreditation made particular comments on how well run and professional the program is. During the Council's recent meeting on January 8, Bryan Davies was presented with a Certificate of Accreditation plaque from the council. It was truly an honor for the program.

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completers and re-enrolled students were reported. Completion rates for certificate-seeking students have been recalculated, given these updated student outcomes. The Bridgerland Technical College President along with the Vice President for Instruction and the Vice President for Student Services have certified that the submitted follow-up data comply with all applicable statutes and policies, and have verified that the updated completion rates are accurate, to the best of their knowledge. The final certification was submitted to USTC December 17, 2019, as required by USTC Policy.

**ACTION:** Recommend approval of Consent Calendar items as provided in the agenda.

#### *Item 4*

##### **FY 2020-2021 Proposed General Tuition Rate**

*Jim White, Vice President for Student Services*

The Bridgerland Technical College Board of Directors traditionally makes a recommendation for a tuition rate increase, if any, to the Utah System of Technical Colleges Board of Trustees on an annual basis. This recommendation is typically based on input from the College Administration as needed. However, for Fiscal Year 2020-2021, the Governor's Office recommended a "Freeze on tuition until affordability is adequately defined" for all Higher Education Institutions. This recommendation from the Governor aligns with what the College Administration would also propose.

**ACTION:** Recommend approval of the FY 2020-2021 Proposed Tuition Rate to hold at \$2.00 per membership hour.

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*Jim White, Vice President for Student Services*

BTECH Administration is requesting the renewal of a differential tuition rate for the Farm and Ranch Management continuing education course(s) and Assessment & Learning pre-admission support course(s). Differential tuition rates for these have been in existence for many years; however, USTC Policy 204.6 (6.4) dictates that the USTC Board of Trustees approve the differential rates on an annual basis. Accordingly, with the consent and recommendation of Bridgerland's Board of Directors, a letter will be sent to the USTC Commissioner with the tuition and differential rates, which have not changed.

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**ACTION:** Recommend approval of the FY 2020-2021 Differential Tuition Rates.

*Item 6*

**Board of Directors Orientation**

*Chad Campbell, President*

Neil Perkes, Chair of the Board, asked that Bridgerland Administration provide the Board with a broad overview of the duties and responsibilities of the Board as currently defined by state law and the Utah System of Technical Colleges' policies. He also asked to have an overview of the current organizational structure of the College. Bridgerland Administration will be present at the meeting to lead that discussion and to provide the information requested.

**ACTION:** Information item/pleasure of the Board.

*Item 7*

**Board of Trustees Report**

*Dr. Scott Theurer, Trustee Representative*

A brief update from the Utah System of Technical Colleges Board of Trustees will be provided.

**ACTION:** Information item/pleasure of the Board.

**Item 8**

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**ACTION:** Information item/pleasure of the Board.

**Item 9**

**Adjournment**

## Final Bridgerland Technical College FY 2019 Student Enrollment and Outcomes Report

12/17/19 Final

Certificate-seeking Students				
	(Program Length)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	47,370	111,975	523,330	682,675
Distinct Student Headcount				1,955
Sum of Individual Program Headcounts (allowing enrollment in multiple programs) †	389	398	1,233	2,020
Still Enrolled	49	219	536	804
Graduates	283	124	401	808
Non-graduates	57	55	296	408
Graduation Rate‡	83%	69%	58%	66%
Non-graduate Completers ("Early Hires") §	1	11	87	99
Allowable Subtractions	4	3	33	40
Withdrawn & Enrolled in Another Program	2	0	13	15
Unavailable to Earn a Credential	2	3	20	25
Completion Rate	85%	77%	73%	77%
Placed Students (includes Non-graduate Completers)	215	121	429	765
Related Employment	144	91	363	598
Military Service	0	0	1	1
Continuing Education	71	30	65	166
Allowable Subtractions	28	8	19	55
Awaiting Licensure	24	4	0	28
Unavailable for Employment	2	3	11	16
Refused Employment	2	1	8	11
Unplaced Students	41	6	40	87
Placement Rate	84%	95%	91%	90%
Graduates who Passed a Req'd Licensure Exam	170	31	78	279
Graduates who Took a Req'd Licensure Exam	189	31	80	300
Licensure Rate	90%	100%	98%	93%

Secondary Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	356,817	31,864	18,679	407,360
Distinct Student Headcount	1,968	46	17	2,031
Certificate Awardees (program length) ¶¶	79	1	18	98
% Secondary Students Earning Certificate				5%

Job Upgrade Students ¶¶				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	7,335	0	0	7,335
Distinct Student Headcount	63	0	0	63

Continuing Occupational Education Students				
	(Hours Accrued)			Total
	0-599 hours	600-899 hours	900+ hours	
Membership Hours	64,094	18,630	0	82,724
Distinct Student Headcount	1,684	27	0	1,711

Students Enrolled in Other Training	
Membership Hours	36,765
Distinct Student Headcount	716
Basic Skills Students	628
Personal Interest Students	85
Job Re-entry Students	0
Senior Citizens	3

Total Postsecondary Membership Hours	809,499
Total Distinct Postsecondary Headcount	3,793

Total Secondary Membership Hours	407,360
Total Distinct Secondary Headcount	2,031

† Certificate-seeking students are counted once in each accredited program in which they enroll. Hence, a student who completes an accredited program and enrolls in a separate program (e.g., completion of Certified Nursing Assistant and subsequent enrollment in Surgical Technology) is counted twice herein.

‡ Note that graduation rates reported to the Council on Occupational Education differ from those shown here due to methodological differences. Whereas COE instructs accredited institutions to remove allowable subtractions prior to the calculation of graduation rates, the rates presented herein are calculated prior to the removal of allowable subtractions.

§ Non-graduate completers, under direction received from the Council on Occupational Education, include those students who exit their programs of study without obtaining an accredited certificate but obtain employment in a field related to instruction received consequent to the students' studies at the technical college. This category also includes students who leave a program unsuccessfully but enroll at another institution of higher education where an articulation agreement exists, allowing students' coursework to fulfill program requirements elsewhere.

|| Students documented to be unavailable to earn a credential in their program(s), or to be placed in employment, due to situations such as pregnancy, other serious health-related issues (physical/mental/behavioral), caring for ill family members, incarceration, death, service with a foreign aid organization of the U.S. Government (e.g., Peace Corps), an official church mission, military relocation, etc.

¶ All Job Upgrade students are currently employed in a field related to the instruction received, enrolling in (a) course(s) belonging to an accredited program with the intent to advance in the workplace. Because these students enroll in portions of accredited programs, they are included in annual completion and placement figures reported to the Council on Occupational Education. These students generally enroll in only small portions of programs, and thus are typically reported to COE as non-graduate completers due to their employment. Herein they are held separate from certificate-seeking students, or those students intending to complete a full program and earn a postsecondary credential. Because they are held separate from certificate-seekers, completion and placement rates displayed above are not equal to those reported to the college's accrediting body.

¶¶ Note that secondary headcounts displayed are stratified by the total hours accrued by students within FY 2019. Secondary certificate awardees, conversely, are stratified by the length of program completed, irrespective of when the required hours were completed. Some students began their certificate programs and accrued most of the required hours prior to FY 2019, but completed their certificate programs during the fiscal year. Hence, the number of secondary certificate awardees in a particular program length stratification may be greater than the headcount of students accruing the specified amount of hours during the fiscal year.