



**BRIDGERLAND
TECHNICAL
COLLEGE**
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**BRIDGERLAND TECHNICAL COLLEGE
BOARD OF DIRECTORS' MEETING
JUNE 18, 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
Monica Holdaway – Box Elder Chamber of Commerce, Brigham City
Brian Hyde – Autoliv, Smithfield
Nancy Kennedy – Box Elder School District, Brigham City
Jeffrey Packer – All Pro Real Estate, Brigham City
Neil Perkes, Vice Chair – Logan Regional Hospital, Logan
Michael Madsen, Past Chair – Michael J. Madsen Construction, Garden City
Roger Pulsipher – Cache School District, Avon

Board Members Excused

Taylor Adams – Utah State University, Logan
Dave Brown – Western AgCredit, South Jordan
Sue Luman – GBS Benefits, Logan
Eric Wamsley – Rich School District, Laketown

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

Item 1

Ann Geary conducted the meeting and welcomed those in attendance. The meeting was called to order at 4:03 p.m. The Pledge of Allegiance was recited.

Item 2

Program Highlight – Electronic Engineering Technology

Nuts, Bolts, & Thingamajigs – Summer Manufacturing Camp

Ed Ball and Lauri Sorenson presented on the Nuts, Bolts, & Thingamajigs summer camp offered to middle school students June 4 – 9, 2018, at the BTECH Logan Campus – West. This camp was made possible through the Foundation of the Fabricators & Manufacturers Association International. During this camp, students had the opportunity to get real-world insights from professionals like Mel Torrie of Autonomous Solutions; go on a field trip to Campbell Scientific; and wire, solder, and program their own lamp. Lauri displayed sample student projects and provided a slide show of camp highlights. The Board expressed interest in continuation of the camp with additional sessions if needed. Securing sponsors to assist with funding in the future was discussed.

Item 3

New Board Member Introduction

The Board of Directors and Administration were pleased to welcome Monica Holdaway, Executive Director of the Box Elder Chamber of Commerce, as a new Board member serving for business and industry in the region. Monica was selected and appointed by the education representatives on the Board following the April 23, 2017, Board Meeting in accordance with Utah Code. Introductions were completed.

Item 4

ACTION: Motion was made by Nancy Kennedy for approval of Minutes from the April 23, 2018, Board meeting. Mike Madsen seconded. Motion carried.

Item 5

Election of Vice-Chair

The election of a new vice-chair (to replace Karen Hess), in accordance with Bridgerland Policy 103.4.2 Election of Officers was conducted.

ACTION: Mike Madsen, on behalf of the nominating committee, motioned by nomination to elect Neil Perkes for vice-chair of the BTECH Board of Directors. No additional nominations were made. The election was conducted by hand vote with all members present (eight) in favor of Neil Perkes to fill the position of vice-chair. Motion carried.

Neil graciously accepted the invitation to serve in this capacity and expressed his commitment to the College.

Item 6

Fiscal Year (FY) 2018-2019 Strategic Planning and Mission-Driven Operating Budget

Included for information and review was the FY 2018-2019 Operating Budget. The spreadsheet provides a comparison of the changes among fiscal years 2016, 2017, 2018 and 2019. During the April 23, 2018, Board Meeting, a brief update and implementation plan for new programs and equipment funding was provided and discussed.

President Campbell provided a summary of the following legislative appropriations used to develop this budget:

Appropriated directly to Bridgerland

- SB01 – \$(199,900) 1.5% Budget Reduction
- SB01 – \$(165,400) Elimination of FY17-18 One-Time Equipment
- SB08 – \$349,500 for Compensation and Benefits
- HB08 – \$7,100 for Internal Service Fund Adjustments
- HB02 – \$576,000 Market-Driven New or Expanded Programs

Direct Appropriation Subtotal – \$567,300

Appropriated to Bridgerland through the Utah System of Technical Colleges (UTech)

- SB01 – \$199,900 Restoration of 1.5% Budget Reduction (see above)
- HB02 – \$366,200 Equipment (ongoing funding)

Appropriation through UTech Subtotal – \$566,100

The Board of Directors recommended a \$.05/hour tuition increase that was subsequently approved by the Board of Trustees that results in an estimated increase in tuition revenue of \$39,100.

Implementation of the new funds appropriated by the Legislature include a 2.5 percent Cost of Living increase, along with the associated salary-driven and non-salary-driven benefit increases.

In addition, Bridgerland received funding for a new Paramedic Program (\$299,300) and expansion of the existing Information Technology and Web & Mobile Development Programs (\$276,700). The net increase in ongoing equipment funds is \$200,800, which has been prioritized by Bridgerland Administration from equipment requests submitted by the respective department heads.

This budget also includes the repurposing of existing funds as a result of internal efficiencies and natural attrition. In addition to the discussion and subsequent approval of the proposed “appropriated” budget, a brief discussion of the other sources and uses of revenue at Bridgerland will also be provided.

The Board engaged in a question and answer session.

ACTION: Motion was made by Roger Pulsipher for approval of the FY2018-19 Operating Budget. Brian Hyde seconded. Motion carried.

Item 7

2018-2023 Strategic Plan

Emily Hobbs presented the proposed changes to the 2018-2023 Strategic Plan, which included a review of the Mission Statement. To review the Strategic Plan for the next year, a questionnaire was sent to faculty, staff, students, and Board members to gather input. Administration, with the direction of the President, evaluated all input and suggested the additions as outlined. Items no longer applicable have been removed and will be reported at the November Board Meeting. These changes were designed for continual improvement and to fulfill the mission of the College.

The Board engaged in a question and answer session, which included topics related to lock down procedures, safety, efficiency, and data analytics.

ACTION: Motion was made by Mike Madsen to approve the 2018-2023 Strategic Plan as outlined. Nancy Kennedy seconded. Motion carried.

Item 8

Policy Manual Updates

Administration identified the following policies/plans for review and updates. The policies/plans were included as links and proposed changes were indicated with red and strike out.

Wendy Carter, Vice President for Instruction

Plan 100.106 – College Councils, Committee, & Boards

Plan 500.500a – Media Services and Maintaining, Replacing, and Disposing of Equipment

Jim White, Vice President for Student Services

Policy 600.604 – Admissions, Enrollment, and Registration

ACTION: Motion was made by Jeff Packer to approve the changes to policies/plans 100.106, 500.500a, and 600.604 as outlined above in Policy Manual Updates. Seconded by Neil Perkes. Motion carried.

Item 9

BTECH Updates & Calendar Items

- BTECH Updates & Celebration Items
President Campbell reported that Mitt Romney visited Bridgerland June 4, 2018, to talk about the value of technical education. He participated in activities such as driving a loader in Heavy Equipment Operator and holding a 150 pound python.

The Health Sciences Building is now the first priority for the Utah System of Technical Colleges and the Cache Chamber of Commerce. The College is working on developing additional partnerships and sponsors. Nancy Kennedy noted the cost of the building is very reasonable as you compare it to elementary and high schools.

- Stand-Alone Courses
 - 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 was included as a link and is always available online at btech.edu/ce.
- Custom Fit
 - Trainees (4,078), Training Hours (57,348), Total Companies (171), New Companies (29)
- Calendar available at btech.edu/event-calendars
- Upcoming Board Meeting Dates
 - August 27, 2018
 - November 19, 2018
 - January 28, 2019

Item 10

Board of Trustees Report

Scott Theurer reported that the Utah System of Technical Colleges fully supports the new BTECH Health Sciences Building. He encouraged Board members to reach out to the community and legislators for continued support for the high ranking of the building.

Item 11

The next Board meeting will be Monday, August 27, 2018, at 4 p.m. The meeting adjourned at 5:39 p.m.