



**BRIDGERLAND TECHNICAL COLLEGE
BOARD OF DIRECTORS' MEETING
NOVEMBER 25, 2019, 4 P.M.
LOGAN CAMPUS – MAIN BOARDROOM
1301 NORTH 600 WEST, LOGAN, UTAH**

AGENDA

WIFI PASSWORD: redtwizzlers

Item 1

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

Item 2

Consent Calendar Approval

- A. **Minutes from the August 26, 2019, Board meeting** are available online for review and subsequent approval.
- B. **2018-2019 Strategic Planning Summary**
Provided as a link for your information and review is the FY 2018-2019 Strategic Plan Summary Report, designed to provide a summary and evaluation of accomplishments toward the objectives of the Strategic Plan and satisfy accreditation requirements. 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.
- C. **2019-2020 Strategic Planning Tri-Annual Highlights**
To provide a more timely evaluation of objectives toward the Strategic Plan, the College has decided to provide highlights more often throughout the year. The College experimented with this process for the last three months and found it to be very positive. Recording progress of various departments more often will keep objectives and strategies current and at the forefront of our minds.

Item 3

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

Jim White, Vice President for Student Services

Neil Perkes, Board of Directors Chair

In conjunction with the UTech Student of the Year campaign, Bridgerland will be pleased to present the 2019 Student of the Year selection. The Student of the Year has been selected by a committee from a group of excellent candidates who were required to submit an application and represent Bridgerland and UTech during the upcoming year including legislative and other

public relations events. The Board Chair and Board Leadership members will present the Student of the Year award and will congratulate the winner.

ACTION: Information item/pleasure of the Board.

Item 4

Training on Open and Public Meeting Laws

Eric Petersen, UTech Legal Counsel

Every state has open meeting laws for accountability and transparency. These requirements are to be reviewed annually. Eric Petersen, UTech Legal Counsel, will provide the training. For more information, see Utah Code Title 52 – Chapter 04 – Open and Public Meetings Act.

ACTION: Information item/pleasure of the Board.

Item 5

Notification of FY 2020-2021 Secondary Student Fees to Education Providers

Jim White, Vice President for Student Services

Provided as a link for your information and review is the High School Course Offerings booklet, which includes the current secondary student fees schedule. This booklet will be provided to all secondary education providers in the Bear River Region and, once approved, will be available on Bridgerland's Web site at www.btech.edu/students/high-school-students. Each school district representative on the College Board of Directors is required by UTech policy #204.8.2.2 to provide written notification of the approved fee schedule to the Board of Education President of their respective districts.

ACTION: Recommend approval of the Secondary Student Fee Schedule and agreement (where applicable) to notify the Board of Education of their respective.

Item 6

Policy Updates

Chad Campbell, President

Policy 820 – Acquisition of Capital Assets

Provided as a link is the proposed new Policy 820 – Acquisition of Capital Assets for your review. Bridgerland Technical College has published its Capitalization practices in the Audited Annual Financial Report for many years. Based on a finding and recommendation by the Office of the Utah State Auditor at one of the other Technical Colleges this year, formalizing this long-standing practice into an official policy is recommended.

Policy 630 – Americans with Disabilities Act (ADA)

Provided as a link are proposed changes to Policy 630 – Americans with Disabilities Act (ADA). An update to Bridgerland's current ADA policy, as it relates to students, is needed to provide additional clarifying language. Key words in this additional clarifying language include... "equal access to participants in all programs, services, and activities sponsored by the College." In addition, definitions for "a person with a disability" and "otherwise qualified" are added to the policy. The final change to the policy is in the procedure section because State Risk Management rules require the College to consult with them before ever denying an accommodation request. These policy changes have been reviewed by State Risk Management.

Administration will be present at the meeting to discuss this new policy and address any questions or comments from the Board.

ACTION: Recommend approval of Policy 820 – Acquisition of Capital Assets and Policy 630 – Americans with Disabilities Act (ADA).

Item 7

UTech Board of Trustees Strategic Vision, Goals, and Objectives

Steven Moore, Board of Trustees Chair

Chair Moore will be present to introduce the new UTech Board of Trustees Strategic Vision, Goals, and Objectives. This strategic vision was approved during the Sept. 19, 2019, Board of Trustees meeting that was held at Bridgerland Technical College. Chair Moore is systematically working with each of the Technical College Board of Directors to introduce these strategic vision, goals, and objectives along with having an open, two-way dialog on how they can be improved and implemented.

ACTION: Information item/pleasure of the Board.

Item 8

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 9

Information Items

A. Custom Fit Training Department – Year to Date

Fiscal Year	Trainees	Training Hours	Total Companies	New Companies
16-17	4,762	62,014	167	30
17-18	4,856	67,118	182	34
18-19	4,653	72,989	221	52
19-20 Qtr 1	1,488	11,802	140	18

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. No new courses need approved at this time.

C. Calendar/Happenings

- Calendar available at btech.edu/event-calendars
 - December 4 – Pathways Conference, 7 a.m. – 3 p.m.
 - December 4 – BTECH General Graduation, 6:30 p.m., Ridgeline High School
 - December 5 – Practical Nursing Graduation, 5:30 p.m., BTECH Rm 171
 - December 6 – North Pole Extravaganza, BTECH Logan Campus – Main, 4-8 p.m.
- Board Meeting Dates
 - January 27, 2020
 - April 27, 2020
 - June 22, 2020
 - August 24, 2020
 - November 16, 2020

ACTION: Information item/pleasure of the Board.

Item 10

Adjournment