



**BRIDGERLAND  
TECHNICAL  
COLLEGE**

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

**MINUTES**

**~ DRAFT ~**

**Board Members Present**

Neil Perkes, Chair – Logan Regional Hospital, Logan  
Taylor Adams – Utah State University, Logan  
Jack Draxler – Draxler Appraisal Services, Inc., North Logan  
Ann Geary, Past Chair – Logan School District, Logan  
Monica Holdaway – Box Elder Chamber of Commerce, Brigham City  
Brian Hyde – Autoliv, Smithfield  
Nancy Kennedy, Vice Chair – Box Elder School District, 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**

Dave Brown – Western AgCredit, South Jordan  
Jeffrey Packer – All Pro Real Estate, Brigham City

**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)**

Mike Liechty, Cache School District  
Dr. Scott Theurer, Trustee Representative – Dentist, Logan  
Glen Rivera, Adrienne O'Brien, DeLayne Locke, Scottie Elliott, and Jason Rindlisbacher

### **Item 1**

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

Neil Perkes 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**

#### **Consent Calendar Approval**

A. **Minutes from the August 26, 2019, Board meeting** were available online for review and subsequent approval.

B. **2018-2019 Strategic Planning Summary**

Provided as a link was 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 more timely evaluation of objectives toward the Strategic Plan, the College 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 keeps objectives and strategies current. The 2019-2020 Strategic Planning Tri-Annual Highlights was provided as an online link for review.

**ACTION:** Ann made a motion to approve the Consent Calendar items as listed above. Nancy seconded. Motion carried.

### **Item 3**

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

In conjunction with the UTech Student of the Year campaign, Bridgerland was pleased to announce Glen Rivera as the 2019 Student of the Year. Glen was present to accept a check for \$1,000 and a congratulations certificate on behalf of the Board. Throughout the year, instructors nominate 'Platinum Performers' who are the top performers in their program. These winners are then forwarded to the Promotions Committee to select the Student of the Year. This person represents Bridgerland and UTech during the upcoming year including legislative and other public relations events. Jason Rindlisbacher and Scottie Elliott, instructors in Meat Services, were present to congratulate Glen and talked about his experience in the program.

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

#### **Item 4**

##### **Training on Open and Public Meeting Laws**

Eric Petersen was unable to attend the meeting to provide training.

**ACTION:** Neil Perkes tabled the Training on Open and Public Meeting Laws item.

#### **Item 5**

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

*Jim White, Vice President for Student Services*

The High School Course Offerings booklet was provided as a link, which included the current secondary student fees schedule. This booklet will be provided to all secondary education providers in the Bear River Region and is now available on Bridgerland's Web site at [www.btech.edu/students/high-school-students](http://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.

President Campbell challenged the Instruction team to reduce fees. After a thorough examination, the College administrators were able to eliminate several fees and reduce barriers to enrollment. The school districts are also analyzing fees, so the Board spoke favorably of this effort. The suggestion was made to get this information to the counselors and parents.

**ACTION:** Motion was made by Mike Madsen to approve the Secondary Student Fee Schedule and agreement (where applicable) to notify the Board of Education of their respective district. Brian Hyde seconded. Motion carried.

#### **Item 6**

##### **Policy Updates**

President Campbell explained the following policy changes and additions, which were provided for review:

###### **Policy 820 – Acquisition of Capital Assets**

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 was recommended.

###### **Policy 630 – Americans with Disabilities Act (ADA)**

An update to Bridgerland's current ADA policy, as it relates to students, was 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" were added to the policy. The final change to the policy was 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 were reviewed by State Risk Management.

**ACTION:** Motion was made by Eric Wamsley to approve Policy 820 – Acquisition of Capital Assets and Policy 630 – Americans with Disabilities Act (ADA). Brian Hyde seconded. Motion carried.

### *Item 7*

#### **UTech Board of Trustees Strategic Vision, Goals, and Objectives**

Board of Trustees Chair Steven Moore was 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 has systematically worked with each of the technical college's 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.

Chair Moore provided a presentation covering the following accomplishments and goals for the Board of Trustees leadership and Board members:

- Engagement with colleges, legislation, and USHE/USBE
- Building and approving a 10-year UTech strategic framework
- Lead and align program criteria for all state CTE offerings
- Establish and implement a new CTE Program Advisory Committee
- Establish industry credential attainment for high school graduation

In addition, Chair Moore talked about the Higher Education Strategic Planning Commission and the NCHEMS recommendations. The Board of Trustees has taken a strong position in clearly defining UTech's role in being a statewide leader in technical education, aligning CTE programs, and protecting stackable credentials. The Board briefly discussed the possibility of a higher education board merger. More information will be given as it becomes available. Ann Geary pointed out that secondary students should not be overlooked as changes are proposed.

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

### *Item 8*

#### **Board of Trustees Report**

##### *Dr. Scott Theurer, Trustee Representative*

Trustee Theurer thanked everyone for taking good care of the students and helping them become successful in their careers. He talked about the K-20 Summit and how the governing boards are working better together than ever before. Education leaders are working to remove barriers and inefficiencies, which includes the addition of college access advisors.

All four districts should receive an advisor by fall of 2020, who is prepared to inform students of education opportunities post-high school.

**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 was included as a link and is always available online at [btech.edu](http://btech.edu). No new courses needed approved at this time.

**C. Calendar/Happenings**

- Calendar available at [btech.edu/event-calendars](http://btech.edu/event-calendars)
  - December 4 – Pathways Conference, 7 a.m. – 3 p.m., BTECH Rm 171
  - 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

Jack Draxler recommended learning more about the LatinX LEAP programs to see what connections can be made for BTECH to help Latino students. Resources and scholarships are often provided for students who may not otherwise have opportunities. Frank verified that the College is working with Rigo Chapiro to setup possible scholarships and other resources to help the Latino population. Ann Geary suggested having Glen Rivera, Student of the Year, speak at the Latino Fair to help bridge the language barrier that may exist. It was suggested the College work with Chris Gonzalez at USU to learn more.

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

***Item 10***

**Next Meeting Date & Adjournment**

The next Board meeting will be Monday, January 27, at 4 p.m. The meeting adjourned at 6:05 p.m.