



**BRIDGERLAND APPLIED TECHNOLOGY COLLEGE  
BOARD OF DIRECTORS' MEETING  
NOVEMBER 21, 2016, 4 P.M.  
MAIN CAMPUS BOARDROOM  
1301 NORTH 600 WEST, LOGAN, UTAH**

**MINUTES**

**Board Members Present**

Ann Geary, Chair – Logan School District  
Nini Anderson – Box Elder School District  
Dave Brown – Business and Industry  
Karen Hess, Vice Chair – Business and Industry  
Michael J. Madsen, Past Chair – Business and Industry  
Neil Perkes – Business and Industry  
Roger D. Pulsipher – Cache School District  
Dr. Scott L. Theurer – Business and Industry  
Eric Wamsley – Rich School District

**Board Members Excused**

Brian T. Leishman – Business and Industry  
Jeffrey S. Packer – Business and Industry

**Bridgerland Applied Technology College**

K. Chad Campbell, Campus President  
Wendy Brog, Vice President for Instruction  
Troy Christensen, Vice President for Brigham City  
John Davidson, Vice President for Instruction  
Emily Hobbs, Assistant to the President  
Lisa Rock, Controller

**Bridgerland Applied Technology College Excused**

Jim White, Vice President for Student Services

***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 August 29, 2016, Board meeting; seconded by Karen Hess. Motion carried.

***Item 3***

**Recognition and Honor of the Bridgerland Applied Technology College (BATC) Student of the Year and Candidate for the Utah College of Applied Technology (UCAT) Student of the Year**

In conjunction with the UCAT Student of the Year campaign, Ann Geary was pleased to present the Fiscal Year (FY) 2016-2017 Student of the Year certificate and check for \$1,000 to Benjamin Olsen. Board members took the opportunity to congratulate him. The BATC Student of the Year at BATC was selected from a group of excellent candidates who were required to submit an application, go through an interview

with the selection committee, and agree to represent BATC and UCAT during the upcoming year including legislative and other public relations events.

**Item 4**

**Introduction of New Utah College of Applied Technology Commissioner  
Commissioner Report**

Dave Woolstenhulme was unable to attend, so this item was tabled for a future meeting.

**Item 5**

**Notification of FY 2017-2018 Secondary Student Fees to Education Providers**

Chad Campbell provided an overview of the High School Course Offerings booklet, which includes the BATC Secondary Student Fee Schedule for FY 2017-2018. This schedule will be provided to all secondary education providers in the Bear River Region and is also available on BATC's Web site at [batc.edu/students/high-school-students](http://batc.edu/students/high-school-students). Chad encouraged everyone to refer to the Web site for the most up-to-date information. Each school district representative on BATC's College Board of Directors is required by UCAT policy to provide written notification of this fee schedule to the Board of Education President of their respective districts. The Board engaged in discussion regarding the courses and fees associated.

**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 districts and secondary education providers. Seconded by Eric Wamsley. Motion carried.

**Item 6**

**FY 2015-2016 Strategic Plan Summary Report**

Wendy Brog displayed and reviewed the FY 2015-2016 Strategic Plan Summary Report. This report is designed to provide a brief summary of accomplishments toward the objectives of the 2016 through 2021 Strategic Plan. The Board engaged in discussion. No revision recommendations were made.

**ACTION:** Motion was made by Eric Wamsley to approve the FY 2015-2016 Strategic Plan Report. Seconded by Neil Perkes. Motion carried.

**Item 7**

**UCAT Policy Development – ATC President Search Committee and ATC President Evaluation and Compensation Committee**

Senate Bill (SB) 131, passed in the 2016 General Session of the Utah State Legislature, modified provisions for the selection, compensation, and evaluation of applied technology college presidents. Under previous statute, president appointments and compensation were by the UCAT President (Commissioner) with approval of the Board of Trustees. Evaluations were also by the UCAT President (Commissioner) in accordance with UCAT Policy 104. The new SB131 provisions require the Board of Trustees to directly select, evaluate, and set compensation for college presidents.

The Board of Trustees, in its September 14, 2016, meeting approved a recommendation from the Executive Committee to appoint the following two committees to develop and/or change the policies required by SB131:

- (1) Applied Technology College President Evaluation and Compensation
- (2) Applied Technology College President Selection

The committees are each comprised of three trustees, a college president, and a member of the commissioner's staff. Both committees requested input from all of the college presidents and have developed draft policies and procedures with the input received so far. As part of the process, the committees also want to receive input from the Board of Directors at each ATC. Accordingly, Scott Theurer, representing BATC as the Trustee on the College President Selection Committee, reviewed and opened discussion on the two items.

**ACTION:** The Board would like to confirm that the selection discussion be conducted privately, in a closed session, and then announcement of the selection would be done in an open meeting.

### *Item 8*

#### **Policy 604 and Policy 609 Updates**

BATC Administration has identified two existing policies that need to be updated. A brief summary of each policy and the proposed changes are listed below and were reviewed by Chad Campbell.

##### **Policy 604 – Admissions, Enrollment, and Registration**

In response to a student request, BATC administrative staff reviewed the current policy along with authoritative guidance from the U.S. Department of Education regarding BATC's admissions policy and process. Following the review, BATC Administration would like to propose a minor change and clarification of the terminology. The current policy uses the term "high school diploma or GED" and this proposal would change that language to "high school diploma or its recognized equivalent."

The other minor change to this policy would change the terminology used to describe assessment testing from "diagnostic admission exams" to "academic assessments."

##### **Policy 609 – Student Rights and Responsibilities**

In the procedures section of the policy, BATC Administration would like to propose adding a bullet point of "falsification of the time clock" to the list of student behaviors that would be considered inappropriate and subject to potential disciplinary action.

**ACTION:** Motion was made by Roger Pulsipher to approve Policy 604 and Policy 609 changes. Seconded by Karen Hess, Motion carried.

### *Item 9*

#### **Audit Committee Selection**

The BATC Board of Directors developed, approved, and implemented substantial revisions to Policy 103 – BATC Governing Authority during the June 20, 2016, and the August 29, 2016, Board meetings. As a result of those policy changes and the restructuring of BATC's Board officers, new appointments to the Audit Committee become imperative. Policy 103.4.7.1 reads, "The Audit Committee shall be comprised of a chair, three board members, and one member from a local CPA firm who is chosen and appointed by the other four members of the Audit Committee."

Ann Geary described the current structure of the Audit Committee and the duties expected. She invited members interested in serving on this committee to let a Board officer know so appointments can be made.

**Item 10**

**BATC Updates & Calendar Items**

Chad Campbell provided updates on the following information items:

- UCAT Performance Measure Funding Model
- Strategic Workforce Initiative (SWI) Grant(s)
- BATC calendar available at [batc.edu/community/event-calendar](http://batc.edu/community/event-calendar)
  - Pathways Conference – December 7, 2016, 8 a.m., BATC Main Campus Room 171
  - Nursing Graduation – December 8, 2016, 5:30 p.m., BATC Main Campus Room 171
  - General Graduation – December 8, 2016, 7:30 p.m., BATC Main Campus Room 171
  - Council on Occupational Education (COE) Reaffirmation Visit – September 18-21, 2017

**Item 11**

**Board of Trustees Report**

Scott Theurer provided updates on the following information items:

- Cache School District easement was approved.
- The term 'Occupational Upgrade' was changed to 'Continuing Education' to be consistent with the Council on Occupational Education.
- The FY18 Budget Request was approved.
- Some president compensations were adjusted and approved.

**Item 12**

**Other Items of Business**

No other items were discussed.

**Item 13**

**Next Meeting Date & Adjournment**

The next Board meeting will be Monday, November 23, 2015, at 4 p.m. The meeting adjourned at 6:02 p.m.