

**Minutes of the Davis Applied Technology College
Board of Directors' Meeting held at 3:30 p.m. on the
DATC Campus – Haven J. Barlow Board Room**

March 23, 2017

Conducting: Michael Jensen Board Chair

Board Members Present

Michael Jensen	Business/Industry, UCAT Board Member
Louenda Downs	Board Member
Steve Earl	Business/Industry
Brigit Gerrard	Davis School District
Adam Toone	Morgan School District
Brad Walters	Business/Industry
Bart Warner	Business/Industry
David Hansen	Hill Air Force Base Representative, Ex-Officio

Administration

Michael J. Bouwhuis	President
Kim Ziebarth	Vice President of Instruction
Russell Galt	Vice President of Administrative Services
Will Pierce	Vice President of Quality & Development
Ginger Chinn	Vice President of External Engagement & Economic Development
Wendee Cole	Recording Secretary

Guests

Dina Nielsen	Director of Student Services
Jeff Lund	Controller
Kelley Rhoe-Collins	Director of Service Professions and Academic Development Programs
Kevin Cummings	Director of Institutional Effectiveness
Lance Eastman	Director of Technical Programs
Leslie Mock	Director of Nursing & Health Professions
Marcie Valdez	Foundation Director and Grants Administrator
Mark Hadley	Director of Technical and Apprenticeship Programs
Melanie Hall	Director of Marketing and Community Relations
Ric Higbee	Director of Human Resources
Chanel Flores	Employer and Continuing Education Manager
Gentry Phillips	Pharmacy Technician Instructor
Madison Butler	Pharmacy Technician Student
Reid Newey	Davis School District Superintendent
Anna Burleson	Ogden Standard Examiner Education Reporter



Excused

Michael Blair	Business/Industry
K.O. Murdock	Business/Industry
Stuart Eyring	Business/Industry

Invocation

Brigit Gerrard

Pledge of Allegiance

Madison Butler, Pharmacy Technician Student

Introduction of New Davis School District Superintendent

Reid Newey, Davis School District Superintendent was introduced to the Board. Newey holds a bachelor's degree in health education and a master's degree in physical education and recreation from Utah State University. Newey was instrumental in developing the Weber Innovation High School.

Consent Calendar

Michael Jensen, DATC Board Chair, called for a motion to approve items listed under the Consent Calendar which consisted of the following:

- a. Minutes of February 23, 2017
- b. Budget and Accounting Report
- c. Personnel Report
- d. Enrollment & Student Outcomes Summary
- e. Employer & Continuing Education Report
- f. Marketing Activity Report
- g. Foundation Activity Report
- h. Campus Development Update
- i. Scholarship Issuance
- j. Career Path High School Report
- k. 2017-2018 College Calendar

The items listed under the Consent Calendar were approved on a motion made by Louenda Downs, seconded by Brigit Gerrard. Motion passed.

FY 2018 High School Student and Adult Student Program Fees Schedule

The proposed FY 2018 High School Student Fees Schedule and Adult Student Program and Lab Fee Schedules were distributed to the board for review and approval.

High School Student Fees

High school students are charged an annual secondary student fee of \$40.00. This fee has remained constant from the prior year and applies to students who have not paid the fee for another course or program during the current school year. The College provides textbooks and reference materials to secondary students in each classroom. Noted changes:

- High School Student Fee for Emergency Medical Technician, Esthetician and Advanced Esthetician have been modified to reflect the change in adult student fees for those programs.



- High School Fee for Nurse Assistant has been changed to be consistent with the High School fee charged for other programs.

Adult Students Program and Lab Fees

The adult student fee schedule calls for modest increases in ten programs and decreases in two programs.

The institution also provides financial support to adult students in the way of need-based scholarships, tuition waivers, scholarships, donor assistance, etc.

The FY 2018 High School Student and Adult Program Fees Schedule was approved on a motion made by Bart Warner, seconded by Louenda Downs. Motion passed.

FY 2018 Institutional Fees

Institutional fees are charged to adult students, in addition to tuition. No changes from the prior year are proposed to the Institutional Fees.

Bart Warner made the motion to approve the FY 2018 Institutional Fee Schedule. The motion was seconded by Louenda Downs. Motion passed.

FY 2018 Tuition Proposal/Tuition Policy Change

The DATC administration has discussed a \$0.05 (5 cent) per hour, or 2.44% tuition rate increase for FY 2018. In anticipation of that increase, the DATC held a Tuition Rate Increase Hearing on March 21, 2017. The tuition hearing received the following recommendation from an attendee: the tuition rate was too low and fees too high. They would recommend combining tuition and institutional fees and just have one item to pay.

In prior years, UCAT set a tier-one tuition rate which was the same at all UCAT Colleges. Each college was then allowed to request approval from UCAT from an additional second-tier tuition. Under new UCAT policy, there will be no first and second-tier tuition. Instead, each College will request authorization from the UCAT Board of Trustees for a tuition rate as requested by each local College's Board. UCAT will have the final approval for all tuition rates.

In FY 2017, the DATC tuition rate consists of \$1.80 per hour first-tier tuition and \$0.25 per hour for second-tier tuition, for a total rate of \$2.05 per hour. If UCAT approves the proposed 5 cent increase, the tuition rate for FY 2018 will be \$2.10 per hour. DATC is also requesting a \$1.00 per hour differential tuition rate for Academic Learning Services, consistent with the current year.

A question was asked regarding student loans. The College does not offer student loans because the programs are short-term and low cost. Pell grants



and scholarships are offered to assist students without student loans. College Foundation is very active and have a goal to never turn a student away because they can't afford tuition.

The \$0.05 cent increase in tuition and the differential tuition rate was approved on a motion made by Bart Warner, seconded by Louenda Downs. Motion passed.

Institutional Budget Planning

The recent Utah Legislative session ended at midnight on March 9, 2017. The Utah Legislature was very good to us this year.

For Fiscal Year 2017, the current budget year, DATC received supplemental appropriations of \$450,000 related to Strategic Workforce Initiatives. This funding is for two difference initiatives.

- \$420,000 is related to a Composite Materials Technology initiative with Davis School District. \$70,000 of that amount is for DATC expenses and \$350,000 will be flow-through funds to Davis School District for this initiative.
- \$30,000 is related to an Automation proposal in conjunction with WSU, BATC, and OWATC.

For Fiscal Year 2018, the budget year that begins on July 1, 2017 and ends on June 30, 2018, the Utah System of Technical Colleges received an overall 10.25% budget increase. Direct appropriations for the Davis Technical College increased 10.53%. Davis Technical College will also receive a portion of Custom Fit funds which were appropriated directly to the System Administration.

Davis Tech received \$15,405,100 or 19.25% of the amounts appropriated directly to technical colleges.

A Summary of the increases/decreases in State funding for Davis Tech for Fiscal Year 2018 is as follows:

FY 2017 one-time Strategic Workforce Initiative funds	(\$450,000)
FY 2018 Strategic Workforce Initiative – Composites	180,000
FY 2018 Strategic Workforce Initiative – Automation	30,000
Direct Equipment Allocation – formerly flowed thru UCAT	221,600
Compensation Increase	344,100
Market Demand Program Expansion	507,700
On-going Equipment Funds	193,800
One-time Equipment Funds	193,800
Reduction in Risk Management Costs	<u>(12,900)</u>
Total Increase	<u>\$1,208,100</u>



The \$344,100 funding for a compensation increase is intended to provide funding for a 2% Labor Market Adjustment (Not a COLA) and an 8% increase in health insurance rates for employees. These increases were fully funded through the increases in State appropriations.

S.B. 238 Report/Institutional Name Change

Higher Education Governance Revisions – Senator Millner’s bill that was promoted as a clean-up bill after last year’s UCAT governance bill was passed. This bill included numerous changes to the Board of Regents and the authority of the Regents. It renames UCAT to the Utah System of Technical Colleges and changes the names of the UCAT Colleges to Technical Colleges. It makes each individual Technical College a body corporate. The bill also requires coordination between state entities involved in education.

The Board recommends that information is included on the website to share information on why the name of the college is being changed.

Utah System of Technical Colleges Discussion

The following policies were approved in the April UCAT Board of Trustees meeting and shared with the Board:

Policy 113 Technical College Presidents-Compensation

The policy is to establish protocol and procedures pertaining to compensation of college presidents. A committee at UCAT is going to be established to review compensation for college presidents.

Policy 304 Capital Facilities Requests and Development

The policy is to ensure current and future capital development projects originate and proceed with collaboration, transparency, integrity and operational clarity.

Governor’s Strategic Plan

Governor’s Strategic Plan for 2016-2020 was shared. It includes a vision that Utah will lead the nation as the best performing economy and will be recognized as the premier business environment and tourist destination. The plan includes the following pillars: Grow and Support, Engage Industry, Expand the Experience, and Advance Partnerships.

Utah System of Technical Colleges Strategic Plan

Utah System of Technical Colleges Strategic Plan for 2017-2025 was shared. It will be aligned with the Governor’s plan. The following anchors are included:

1. Increase content proficiency and achievement for every student
2. Expand access, participation, and completion
3. Enhance educator preparation and professional practice
4. Identify and target resources to maximize outcomes
5. Meet critical economic and employer needs
6. Enhance partnerships



7. Adopt innovative and evidence-based practices
8. Enhance Outcome Reporting

Legislative Update

The following Appropriations Bills were reviewed:

- HB 1 Higher Education Base Budget
- HB 8 State Agency and High Education Compensation Appropriations
- SB 2 New Year Fiscal Year Supplemental Appropriations Act
- SB 3 Appropriations Adjustments
- SB 8 State Agency Fees and Internal Service Fund Rate Authorization and Appropriations
- SB 9 Revenue Bond and Capital Facilities Amendments

Other Approved Bills reviewed:

- HB 54 Campus Free Speech Amendments
- HB 251 Campus Advocate Confidentiality Amendments
- HB 265 Safety Inspection Amendments
- HB 287 Cosmetology Licensing Act Amendments
- SB 117 Higher Education Performance Funding
- SB 145 Nail Salon Amendments

New Board Member Orientation

A new Board Member Orientation will be planned to provide history information on the college and responsibilities of the Board. Wendee Cole will establish a time for Board members who have not received an orientation to attend the scheduled training. Board members invited:

- Louenda Downs
- Steve Earl
- Adam Toone
- Brigit Gerrard

Adjournment

A motion to adjourn the meeting was made by Brigit Gerrard.
The meeting adjourned at 5:04 p.m.