

## MINUTES

### Davis Technical College Board of Trustees Meeting

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Thursday, March 13, 2025 | 3:30 p.m. | Haven J. Barlow Board Room

Meeting conducted in-person/electronically.

Meeting started at 3:30 p.m.

Conducting: Troy Wood, Board Chair

(r) = remote

#### **Board Trustees Present**

Troy Wood	Business/Industry, Chair
Tami Tran	Business/Industry, Vice Chair
Justin Atkinson (r)	Business/Industry
Andrea Brooks	Morgan County School Board
Brigit Gerrard	Davis School Board
Brandon Howard	Business/Industry
Scot Merrihew (r)	Business/Industry
Tucker Morgan (r)	Business/Industry
Morgan Sutherland (r)	Business/Industry

#### **Administration**

Darin Brush	President/CEO
Kelly Simerick	Vice President of Instruction and Student Success
Jeff Lund	Vice President and Chief Financial Officer
Wendee Cole	Chief of Staff/Recording Secretary

#### **Guests**

Alison Anderson	College Associate Vice President of Instruction
Amanda Hollingsworth (r)	College Director of Service Professions and Academic Development Programs
Brittney Maynard	College Director of Student Services
Bryce Fox (r)	College Director of Facilities Services & Risk Management
Dee Weaver (r)	College Director of Health Professions Programs
Ed Eschler (r)	College Controller
Linda Watts (r)	College Director of Technical and Apprenticeship Programs
Lindsey Rees	College Foundation Director and Grants Administrator
Mike Johnson	College Director of Programs-IT Emphasis
Scott Hoffman (r)	College Associate Vice President of Human Resources
Shawn Swapp	College Director of Programs-Construction Emphasis
Sherry Rauch (r)	College Director of Marketing and Community Relations
Timothy Despain (r)	College Director of Scholarships and Financial Aid
Adam Magnuson	College Desktop Support Specialist I
Amanda Campbell	Web and Graphic Design Student
Halle Williams	Medical Assistant Student

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Angie Stallings	Utah System of Higher Education (USHE) Deputy Commissioner and Chief Operating Officer
Jeremy Shaw (r)	State of Utah Assistant Attorney General

#### **Absent**

Trustee Casey Hill	Weber State University Board of Trustees
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<b><u>Pledge of Allegiance</u></b>	Amanda Campbell
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#### **Introduction of New Trustee**

The Davis Technical College Board of Trustees is pleased to welcome its newest member, Andrea Brooks. Andrea joins the Board as the representative of the Morgan County School Board.

#### **Administration of the Oath of Office**

Andrea Brooks, the newly appointed trustee, officially took the Oath of Office during the recent Board meeting. The oath was administered by the Secretary to the Board of Trustees, marking the beginning of her term of service.

#### **Introduction of Students of the Year**

Davis Technical College proudly hosted its annual Student of the Year (SOTY) luncheon and awards ceremony on Friday, December 6, 2024. The event recognized outstanding students from each of the College's six schools, celebrating their dedication and achievements with family, friends, and faculty in attendance.

This year's honorees included:

- Halle Williams – School of Health Professions
- Amanda Campbell – School of Business and Technology
- Sadie Bell – School of Manufacturing
- Ryan Schoebel – School of Construction
- Isaac Elsmore – School of Service Professions
- Ludwing Campos – School of Transportation

At the luncheon, the following awards were presented:

- **School Winners:** Amanda Campbell, Ryan Schoebel, Sadie Bell, and Isaac Elsmore were each recognized as School Winners. They received a \$500 cash prize and a \$750 Davis Tech scholarship.
- **Runner-Up:** Halle Williams was named Runner-Up and awarded a \$1,000 cash prize and a \$1,000 Davis Tech scholarship.
- **Student of the Year:** Ludwing Campos was honored as the **2025 Davis Tech Student of the Year** and received a \$1,500 cash prize and a \$1,500 Davis Tech scholarship.
- **Program of the Year:** The **Diesel/Heavy Duty Technology Program** was recognized as the **2025 Program of the Year** for its excellence and impact.

The College congratulates all awardees for their hard work and outstanding contributions to the Davis Tech community.

#### **Introduction of New Employees**

Vice President Simerick introduced three new members of the Davis Technical College leadership team:

- **Mike Johnson**, Director of Programs – IT Emphasis
- **Shawn Swapp**, Director of Programs – Construction Emphasis
- **Brittney Maynard**, Director of Student Services

#### **Public Comment**

There were no comments.

#### **Consent Calendar**

Chair Troy Wood called for a motion to approve the Consent Calendar, which consisted of the following:

- a. Minutes of December 5, 2024 meeting
- b. Budget and Accounting Report/Investment Report
- c. Key Performance Indicators Report
- d. Business and Economic Development Report
- e. Foundation Activity Report
- f. Campus Development Update
- g. Scholarship Issuance Report
- h. Career Path High Report
- i. FY 2025 Budget Modification
- j. Student Grievance Policy and Procedures
- k. FY 2026 Board of Trustees Meeting Schedule

The Consent Calendar was approved on a motion by Brigit Gerrard, seconded by Tami Tran. Motion passed.

#### **Approval of Foundation Liaison Appointment**

The Davis Technical College Board of Trustees plays an active role in the governance and coordination of the College Foundation Board. With the conclusion of Trustee Adam Toone's final term, the Board invited expressions of interest from current trustees to serve as the new Foundation Liaison. Trustee Brandon Howard expressed his willingness to serve in this capacity.

The appointment was formally approved on a motion by Trustee Tami Tran, seconded by Trustee Brigit Gerrard. Motion passed. The Board thanked Trustee Toone for his dedicated service and congratulated Trustee Howard on his new role.

**Instruction and Student Success Division****Approval of Control Systems and Robotics Program**

The Control Systems and Robotics program, which has been successfully implemented at Bridgerland Technical College, was proposed for implementation at Davis Technical College.

**Approval of FY 2026 Program Changes**

Davis Technical College proposed several program changes for Fiscal Year 2026. These changes are pending final approval by the Utah Board of Higher Education later this month, with implementation scheduled to begin in FY 2026.

A motion to approve both the new Control Systems and Robotics program and the proposed FY 2026 program changes was made by Brandon Howard and seconded by Brigit Gerrard. Motion passed.

**2025 General Session and FY 2026 Appropriations**

President Brush and Deputy Commissioner Stallings provided an overview of key legislative developments from the 2025 General Session that impact technical colleges. They also shared the Davis Technical College's operating budget for FY 2026. The Commissioner's Office and the Legislature were recognized for their support and advocacy. Deputy Commissioner Stallings also expressed appreciation from the Commissioner's Office and the Board of Higher Education for the presidents for their work on a consensus budget that was presented to the Legislature during the Session.

**(PASSED) HB 260 — First Credential Program** (Representative Val Peterson, Senator Ann Millner): Replaces the PRIME Program to create the First Credential Program. Requires the Commissioner of Higher Education, the State Superintendent of Public Instruction, and the Governor's Education Advisor to establish the First Credential Oversight Committee.

**(PASSED) HB 447 — Statewide Catalyst Campus Model** (Representative Mike Schultz, Senator Ann Millner): Creates the Catalyst Center Grant Program to support local education agencies (LEAs) in creating or expanding catalyst centers. Requires alignment with labor market needs, LEA strategic plans, and state career and technical education goals. Requires Talent Ready Utah and Utah Leading through Effective, Actionable, and Dynamic Education to create a marketing campaign for the program.

**(PASSED) HB 265 — Higher Education Strategic Reinvestment** (Representative Karen Peterson, Senator Ann Millner):

**Performance Funding:** Requires the Board of Higher Education and the Higher Education Appropriations Subcommittee to collaborate on a redesign of the performance funding model starting in the 2025 interim.

**Strategic Reinvestment:** Requires the Board of Higher Education to establish standards for degree-granting institutions strategic reinvestment plans and to provide guidance to the

institutions on metrics and evaluative processes for the institutions to use in analyzing programs and budgets to develop their strategic reinvestment plans. Criteria for analysis must include demonstrated enrollment data, completion rate and timely completion, discipline-related professional outcomes (including placement, employment, licensure, and wage outcomes), current and future localized and statewide workforce demands, program-level costs, and the institution's mission and role within the statewide system.

**(PASSED) SB 330 — Cosmetology Modifications** (Senator Scott Sandall): Creates a scope of practice for professionals regulated by the Cosmetology and Associated Professions Licensing Act. Restructures the existing Cosmetology and Associated Professions Licensing Board. Restructures the license classifications and qualifications regulated by the Act. Establishes standards for apprenticeship for professionals regulated by the Act. Allows a school to receive curriculum approval from the Division of Professional Licensing. The fourth substitute clarified that USHE institutions can continue to enroll secondary students in cosmetology programs.

#### **FY 2026-2028 College Strategic Plan-First Reading**

College leadership presented the first reading of the FY 2026–2028 Strategic Plan, outlining Davis Technical College's direction through its 50th anniversary in 2028. The plan emphasizes expanding service to over 8,000 students annually and focuses on the priorities: delivering a world-class student experience, increasing access and capacity, supporting faculty success, developing magnet programs, ensuring graduates secure gainful employment, and improving institutional efficiency. The plan aligns with the Utah Board of Higher Education Strategic Plan. A new vision statement will also be developed.

Input has been gathered from college leadership, the broader college community, and Board trustees. Additional feedback will be incorporated before the plan is finalized and presented for adoption at the 29 May 2025 Board meeting.

#### **Approval of FY 2026 Employee Compensation Plan and Related Pay Schedule Approval**

The proposed Employee Compensation Plan for FY 2026 includes:

- A cost-of-living adjustment (COLA) of 0.75% for all eligible employees.
- The FY 2026 pay schedules for all positions will reflect the 0.75% increase in the pay ranges.
- Additional increases calculated at 100% per the Performance Based Pay Progression Table will be provided for eligible full-time and part-time employees. These increases will range from 1.0% to 4.35% for individual employees, averaging approximately 3.25% for employees overall.
- An additional \$50 per full-time employee to the annual discretionary stipend to be paid to employees in November.
- The application of the above items is estimated to provide an overall average increase of 3.97% for eligible employees.
- Pay increases will be effective for the July 11, 2025, pay date.

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- College departments with funding restrictions including self-support departments, grants, or contract may limit or exclude the calculated discretionary pay progression increases based on available funding.
- An increase of 5% in medical insurance rates and 6.9% in dental insurance rates as set forth by the Public Employees Health Program (PEHP). The Legislature funded the employer portion of this increase.

A motion to approve the Fiscal Year 2026 Employee Compensation Plan and related Pay Schedules as presented was made by Brigit Gerrard, seconded by Tami Tran. Motion passed.

#### **FY 2026 Budget – First Reading**

A summary of increases/decreases in state funding for Davis Tech for FY 2026 was presented by Vice President Lund:

2.5% Discretionary Compensation Increase	\$ 553,400
5.0% Increase in Health & 6.9% Dental Insurance Benefits Rates	200,300
Enrollment Growth Funding	1,530,000
Performance Funding	428,300
Operations and Maintenance Funding	78,300
Internal Service Fund Adjustment (insurance premiums)	(61,400)
Reverse FY 2025 One-time funding	<u>(133,800)</u>
 Total Increase	 <u><u>\$2,595,100</u></u>

The first draft of the FY 2026 budget was shared. A summary of significant items in the draft budget includes:

#### **Revenue Adjustments**

- Increase of \$2,595,100 in direct legislative funding as outlined above.
- Increase in estimated tuition revenues related to adult student growth.
- Elimination of graduation and nurse assistant program fees.
- Elimination of \$858,100 in one-time equipment funding passed through USHE.
- Various other adjustments related to contracts, grants, and revenue estimates.

#### **Enrollment Growth and Performance Funding Expenses**

- Addition of 5.75 FTE instructors in high yield and regionally important programs and related supplies.
- Addition of 2.75 FTE and related supplies for student success initiatives.
- Addition of 3 FTE and related supplies for institutional support initiatives.

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- Addition of 2 FTE and related supplies for institutional sustainability initiatives.

#### **Other Budgeted Expense Adjustments and Reallocations**

- Compensation plan as proposed in this Board meeting.
- Elimination of one vice president position.
- Full-year impact of staff changes which took place in FY 2025.
- Changes to budgets for capital improvement projects.
- Various other expense adjustments and reallocations between functions and funds.

The State of Utah is a right-to-work and at-will employment state. An employee or employer can terminate employment without any notice. There are a few exceptions to this. A discussion was held on employment at-will status and the recommendation from the Attorney General's Office for Davis Technical College to move in this direction.

#### **President's Report**

We extend our sincere thanks to the Board's leadership for its guidance and support during the reorganization of the College leadership team. With a strong foundation in place, the future of Davis Technical College looks bright. Davis Technical College is one of the ten largest technical colleges in the nation, according to data from the US Department of Education, and it continues to grow.

#### **Upcoming Events**

The annual *Foundation Golf Tournament* will be held on Thursday, June 5. Interest is high, with only a few golf foursomes remaining and many sponsors already committed.

#### **Campus Construction Updates**

- The new Welding Technology Building is projected to be completed by September 2025. A ribbon-cutting ceremony will be scheduled for late September or early October. As part of this project, landscaping renovations will include a new pedestrian gateway.
- The first-floor remodeling project is on track to be completed at the same time. This includes new and upgraded spaces for Culinary Arts, Digital Media Design, Business Technology, Academic Development, and an additional student gathering area.
- The south wing of the Barlow Building is nearing completion, featuring remodeled spaces for the apprenticeship programs and the Architecture and Engineering Design Program.

#### **Community and Industry Engagement**

A healthcare industry roundtable will be held on Monday, March 17, bringing together leaders to discuss workforce needs, future trends, and the state of the industry. Additional roundtables focused on other key sectors will be scheduled.

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**Adjournment:** Brigit Gerrard made a motion to adjourn. The meeting adjourned at 5:27 p.m.