CHANGE LIVES

2017 ANNUAL REPORT

DAVIS TECHNICAL COLLEGE



The 2016-17 academic year was a year of systemic change.
The legislature passed Senate Bill 238, changing the name of the Utah College of Applied Technology governance structure to the Utah System of Technical Colleges. Eight independent technical colleges were renamed, creating new excitement and possibilities.

Davis Technical College's most significant accomplishments in our annual report include:

- 1. A 15% increase in customers served by Custom Fit, strengthening vital ties to the employers we serve.
- 2. High school enrollments increased 13%.
- 3. Davis Technical College Foundation assets increased by 11% ensuring the availability of scholarships for students in need of assistance.

This document highlights the major goal attainment by the President's Office and the College's four divisions based on goals set in July 2016.

I greatly appreciate our Board of Directors and Foundation for their support. I also wish to give a heartfelt and sincere appreciation to our faculty and staff. They exemplify a caring and nurturing team that drives our commitment to change students' lives ensuring economic development in Davis County and beyond. Every team member exemplifies our core value of customer care and service.

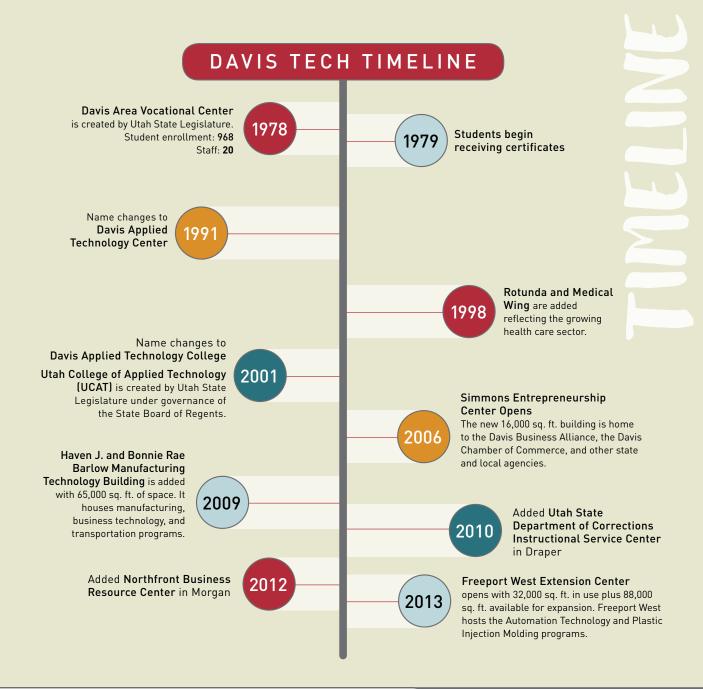
DAVIS TECH BOARD OF DIRECTORS



FRONT ROW, Kim Ziebarth, Stuart Eyring, Julie Blake

MIDDLE ROW, Scot Merrihew, Bart Warner, Karen Fairbanks, Adam Toone, Troy Wood, Brigit Gerrard

BACK ROW, K.O. Murdock, Russell Galt, Michael Bouwhuis, Darin Brush, Steve Earl



Stuart Eyring, Chair, Business/Industry Representative
Bart Warner, Vice-Chair, Business/Industry Representative
Brigit Gerrard, Davis School District Board
Adam Toone, Morgan School District Board
Karen Fairbanks, Weber State University Board of Trustees
Steve Earl, Business/Industry Representative
Dr. David S. Hansen, Hill Air Force Base Representative, Ex-Officio
K.O. Murdock, Business/Industry Representative
Scot Merrihew, Business/Industry Representative
Troy Wood, Business/Industry Representative

COLLEGE ADMINISTRATION

Michael J. Bouwhuis, M.Ed. President

Kim Ziebarth, M.Ed. Vice-President of Instruction and Chief Academic Officer

Russell S. Galt, MBA, CPA
Vice President of Administrative
Services and Chief Financial Officer

Julie Blake, M.S. Vice President of Quality and Development

Darin Brush, M.S.
Vice President of External
Engagement and
Economic Development



(COMPOSITES ONE®

Composites One, the nation's leading distributor of composite materials, and Davis Technical College announced their new partnership September 28, 2016 during CAMX 2016 in Anaheim, CA. Through the new partnership, Composites One will work closely with DATC to enhance its current composites program by offering both real world product and process expertise to provide students with the right skill set for careers within the composites industry upon graduation.

"Together we will help to prepare highly skilled workers to preserve global competitiveness and economic opportunity within the composites industry," says Davis Tech President Michael J. Bouwhuis.

2017 ACCOMPLISHMENTS

PRESIDENT'S OFFICE

- Secured over \$1 million in private funding and verbal commitments for the Allied Health Building.
- 2. Internal facility efficiencies realized to accommodate new programs and a new south extension center was not pursued.
- 3. Increased earned and social media coverage by 27%.
- 4. Established an institutional newsletter and an inaugural edition published.
- 5. Institutional meetings are structured with agendas and are more engaging and efficient.
- 6. Held quarterly round-table forums with departments. Implemented employee suggested changes when feasible. Three employees hired to meet demands recognized in forum meetings.

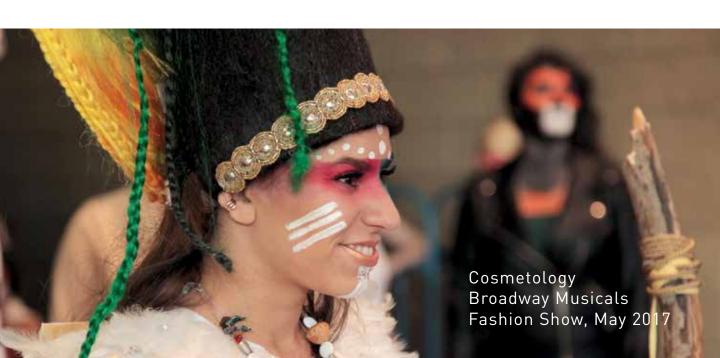
- 7. Significantly increased quantity and quality of professional development. Created a landing page with a dynamic software system. Expanded Business Continuity committees and increased interdepartmental dialogue and coordination.
- 8. Each division now provides rigorous and frequent updates to the President's Office and to stakeholders across the institution, greatly enhancing communication and coordination.
- 9. Leadership Institute was fully planned in FY 17 and implemented in FY 18.
- Increased community meetings with legislators, mayors, coalition of governments, state leaders and private sector employers by 300% over previous years.

2017 ACCOMPLISHMENTS

ADMINISTRATIVE SERVICES

- 1. Improved processes and procedures for ongoing campus development in the following areas:
 - ADA Accessibility: Restrooms remodeled to new ADA standards.
 - Preventative Maintenance Program: TMA System selected as the provider of a new Computerized Maintenance Management System (CMMS).
 - **Institutional Image:** Institutional Image Committee formed, campus audit completed, and recommendations provided.
- Started employee landing page project and entered into a Master Services Agreement with ZAACT for five years. Phase one currently in process with single sign-on applications being tested.
- 3. Created new fields and codes in iSolved HRIS for inputting and tracking of employee training, licenses and certifications.
- 4. Conducted a comprehensive study of salary and benefits. Compiled market survey data and implemented recommended survey pay changes.
- 5. Created a Cultural Engagement Committee consisting of eight active members. Established a budget, and held nine engagement events.
- 6. Developed an online system for employees to nominate and recognize extraordinary performance, using iSite and an online form.
- Updated Bookstore Point of Sale (POS) system to a cloud based version with web store capabilities, including ecommerce.

- 8. Fiscal Services trained College staff and faculty in budgeting, procurement, Docuware, purchasing cards, and eforms.
- 9. IT Services implemented security software systems capable of monitoring, detecting, preventing and auditing employees, guests, and potential perpetrators of college systems.
- 10. Hired new Information Technology Security Architect.
- 11. Implemented Scheduler features in TimeForce, creating employee schedules for Training Division employees, allowing supervisors to see standard schedules and identify schedule variations.
- 12. Updated and published employee photo directory.
- 13. Obtained a clean audit opinion for the tenth year with zero audit findings.
- 14. Drafted language for the technical college portion of Senator Millner's Senate Bill 238, Higher Education Governance Revisions. The bill renames UCAT as 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.
- 15. Hired a new Director of Facility Services and Risk Management, resulting in improved communication regarding College facilities.



ACCOMPLISHMENTS

TRAINING

- 1. Increased the number of industry credentials earned by 10%.
- 2. Improved student in-course retention, increasing the number of Certificates of Program Completion awarded by 9%.
- 3. Increased overall student headcount by 0.6% with a 2% decrease in membership hours, likely due to the strong local economy.
- 4. Made successful effort to increase enrollment in the following programs: Automotive Technology (38%), Dental Assisting (18%), Nail Technology (12%), and Medical Assisting (3%).
- 5. Despite effort to increase enrollment in Motor Sports Technician, enrollment decreased by 35% resulting in a discontinuation of the program, giving students until June 30, 2018 to graduate.
- 6. Increased student participation in clinical and externship experiences by 10%.
- 7. Increased student participation in organizations and activities such as SkillsUSA, HOSA, and National Technical Honor Society by 6%.
- 8. Divided the Information Technology program into separate Cybersecurity and Software Development programs in response to industry demand for qualified employees.
- 9. Implemented articulation agreements with Salt Lake Community College for apprenticeship programs and an AAS degree agreement with Utah State University (Kaysville Extension).
- 10. Developed a major partnership with C.R.

- England in Diesel/Heavy Duty Technology and a partnership with Murdock Automotive Group in Automotive Technology, improving equipment and student employment opportunities.
- 11. Academic Development faculty developed no-cost, entry-level math instruction to assist incoming students to better succeed in TABE admissions testing and in college programs.
- 12. Increased external professional development opportunities for faculty to attend industry-specific conferences, workshops, and performance-related training.
- 13. Began pursuing national programmatic accreditation for Pharmacy Technician.
- 14. Developed robotics training opportunities for secondary students in the Automation Technology program.
- 15. Implemented in-class recognition of student graduation in Cosmetology, Nail Technician, Esthetician, Advanced Esthetician, Culinary Arts, Digital Media Design, Composite Materials Technology, Automotive Technology, and Welding Technology.
- 16. Due to low regular program enrollment at the Freeport West Extension Center, the decision was made to return Automation Technology to the main campus, providing greater visibility through recruiting efforts.

QUALITY AND DEVELOPMENT

- 1. Awarded State grants of \$1,035,840 for curriculum and delivery support.
- 2. Davis Technical College Foundation raised \$182,367 in scholarship funds. Identified student needs and aligned full and partial awards to meet those needs.
- 3. Added two Foundation board members to diversify and expand membership.
- 4. Launched new website and testing software for the Utah Nurse Assistant Registry, reducing the time from testing to certification by two weeks.
- 5. Drafted a State of Utah CNA Handbook, updating skills exam materials and creating uniformity across 17 testing sites.
- 6. Served as a Competency-Based Education (CBE) Experimental Site by providing Financial Aid



MISSION

We are a trusted learning community embracing technical education to promote student development and economic growth.

leadership and data to the U.S. Department of Education. Results will be used to determine the nationwide impact of CBE on the disbursement of federal aid.

- 7 Improved the efficiency and quality for students with updated departmental policy and procedures in Financial Aid, Cashiering, Assessment and Student Services.
- 8. Improved student retention through robust student services:
- Planned emergency mental health services for students in crisis through local professionals at no cost to students. Begins in FY 18.
- Created a Utah Transit Authority (UTA)
 partnership providing free transit passes
 ensuring all students have access to
 transportation to campus.
- Reinstated low- or no-cost child care offered though continued partnership with Head Start of Utah.
- Improved student engagement through updated curriculum and online resources, including video.
- 9. Improved the functionality of student enrollment through a new student portal and online orientation software module.

- 10. Developed and implemented a Training Guarantee policy to provide lifelong retraining for graduates at no cost.
- 11. Developed and implemented an employee survey of College services and shared survey results with department leaders.
- 12. Expanded professional development training for all employees on three Professional Development Days and created a Northstar® Student Information System Certification course for new instructors.
- 13. Implemented Phase One of the Institutional Image Plan, which visually enhanced the public areas across the campus, including new carpet, paint, ceiling tile, and furniture.



EXTERNAL ENGAGEMENT AND ECONOMIC DEVELOPMENT

- The Business Resource Centers at Davis Tech served over 800 companies in Davis and Morgan counties, achieving a new record for the number of businesses that benefited from counseling, training, and other resources.
- Forged a powerful partnership with Composites
 One, the leader in composites materials
 distribution. The estimated value of materials
 donated annually from Composites One under
 this agreement is over \$100,000.
- 3. With assistance from the Governor's Office of Economic Development, Department of Workforce Services, and Lincoln Electric, Davis Tech launched the state's first mobile welding trailer, benefiting Utah companies and serving as a recruitment tool for high school students.

- More than 80 businesses attended the highly popular, five-week Small Business Seminar series presented in three cities – Layton, Kaysville, and Morgan.
- 5. Invested over \$600,000 in state Custom Fit funds in the training of Utah workers, helping their companies grow and maintain competitive advantage.
- 6. Remodeled the Simmons Building to be more inviting and suitable for small business development. Afterward, achieved 100% occupancy in its Entrepreneur Launchpad, the incubator for new and emerging small businesses in Davis County.

One night, at the hospital where he worked, Tyler was called to the trauma room. Tyler's own heart nearly stopped when he saw an unresponsive eightweek-old infant, but Tyler and his team successfully resuscitated the infant. When the medical flight team arrived to transport the patient, Tyler admired their efficiency and skill. Like those flight nurses, Tyler wants to continue making a difference. "I will represent Davis Tech proudly not only for the time I am a student, but as a nurse in the workforce," Tyler says. "I am a leader and stand for what I believe in."

Davis Technical College congratulates Tyler on becoming the 2016 Student of the Year and looks forward to the great things he will achieve in the future.



GENERAL OPERATING FUND REVENUES

Student Tuition and Fees \$1,833,360 State Appropriations 14,197,000

Total Revenues \$16,030,360

GENERAL OPERATING FUND EXPENSES

Instruction \$7,187,233
Academic Support 1,236,631
Student Services 2,010,100
Institutional Support 3,042,564
Operation and Maintenance of Plant 2,185,325
Scholarships 119,336

Total Expenses \$15,781,189
Increase in Net Position \$249,171*

PROGRAM INCOME

Continuing Education	\$252,810
Custom Fit	891,755
Private Training	110,762

Totals \$1,255,327

Year ending June 30, 2017



NOW UTAH SYSTEM OF TECHNICAL COLLEGES

SB238 changes the name of the governance structure of the Utah College of Applied Technology to the Utah System of Technical Colleges. Eight independent technical colleges were renamed, creating new excitement and anticipation.

PRESIDENT'S AWARDS

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OUTSTANDING FACULTY MEMBER

John Riley, Automotive Technology Instructor

OUTSTANDING CLASSIFIED EMPLOYEE

Amanda Lessard, Administrative Assistant

OUTSTANDING PROFESSIONAL/ ADMINISTRATIVE EMPLOYEE

Kelley Rhoe-Collins, Director of Service Professions and Academic Development

ROOKIE OF THE YEAR

Mark Hadley, Director of Technical and Apprenticeship Programs

OUTSTANDING STUDENT PLACEMENT

Pharmacy Technology Program

QUALITY IMPROVEMENT Utah Nursing Assistant Registry **OUTSTANDING STUDENT INVOLVEMENT**

Martin Moore, Career and Academic Advisor/Navigator

COMMUNITY

Marcie Valdez, Foundation Director and Grant Administrator

OUTSTANDING TEAMWORK

Cosmetology Programs (includes Esthetician, Nail Technician and Cosmetology)

CUSTOMER SERVICE

Human Resources

MOST IMPROVED PROGRAM

Welding Technology Program

BUSINESS/INDUSTRY RELATIONSHIP

Composite Materials Technology Program

EMPLOYEE CLASSIFICATION	FULL-TIME	PART-TIME
Professional/Administrative	44	6
Support Staff	46	63
Faculty	68	194
Total	158	263





2017

PLACEMENT

LICENSURE

COMPLETION

,356

CERTIFICATES OF PROGRAM COMPLETION

449

PROGRAM CERTIFICATES

INDUSTRY CERTIFICATIONS

LICENSURE COUNT



1,419,639

MEMBERSHIP HOURS 26% High School/74% Adults 13%

HIGH SCHOOL **STUDENTS** FY16 to FY17

6,043 STUDENTS

26% HIGH **SCHOOL** 74% ADULTS 4,609 ADULT

1,434 HIGH SCHOOL

RECEIVED FINANCIAL AID

HIGH SCHOOL STUDENTS RECEIVE FREE TUITION

\$2,816

AVERAGE ADULT TUITION AND FEES \$1,038

AVERAGE ADULT BOOKS AND SUPPLIES

TOTAL STATE OF THE PROPERTY O





15% CUSTOM FIT

COMPANIES SERVED

CUSTOM FIT

53,077MEMBERSHIP

HOURS

2,080

STUDENTS

209

COMPANIES SERVED

PRIVATE TRAINING

9,629MEMBERSHIP

HOURS

337

STUDENTS

33

COMPANIES SERVED

CONTINUING EDUCATION

19,039

MEMBERSHIP HOURS 643

STUDENTS

1,436
EXTERNSHIPS





Davis Technical College is proud to announce a new partnership with C.R. England, a Utah-based leader in the trucking industry. The two organizations

signed a contract and celebrated their new relationship at a luncheon held Tuesday, May 16 at Davis Technical College.

The partnership pathway offers new career potential for students in the College's Diesel/Heavy Duty Technology program. By partnering with C.R. England, Davis Technical College will leverage its equipment and resources, keep pace with changing technology and avoid passing expenses to students through tuition and fees.

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COMPANIES

On Occupational Advisory Committees (**350** individuals)

MAJOR PARTNERS

Albany Engineered Composites

Albertsons

Boeing

Career Path High

Cisco Systems

Clearfield Job Corps Center

Composites One

C.R. England

Davis Hospital & Medical Center

Davis School District

Economic Development Corporation of Utah (EDCUtah)

Go Engineering

Governer's Office of Economic Development (GOED)

Grow Utah Ventures

Hartwig, Inc.

Hexcel

Hill Air Force Base

HollyFrontier Corporation

Janicki Industries

LDS Business College

LDS Employment Resource Services

Lincoln Electric Company

Morgan School District

Okuma American Corporation

Orbital ATK

Polaris Industries

Salt Lake Community College

Swanson Foundation

Utah Department of Corrections

Utah Department of Workforce Services

Utah State University

Weber State University

WE CHANGE LIVES

