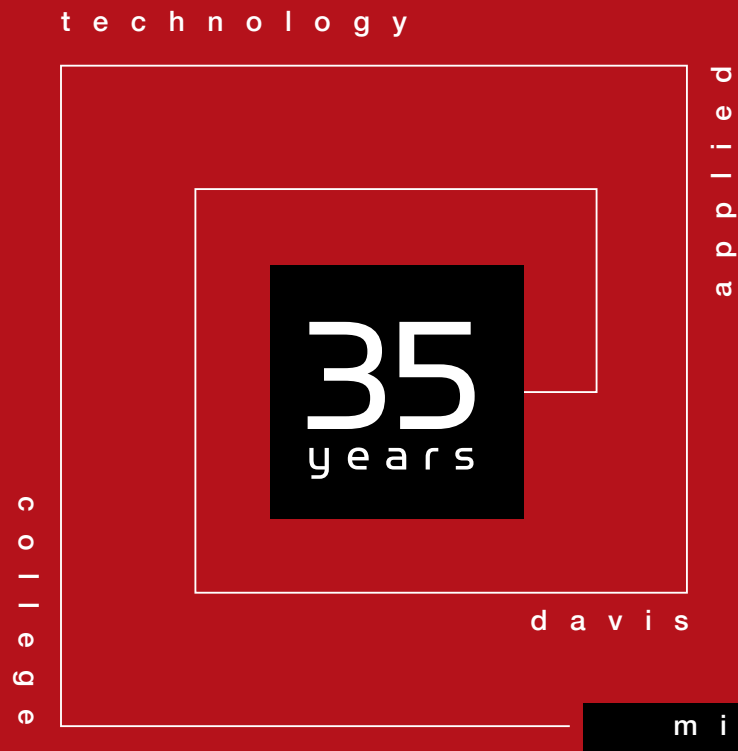




2012 ANNUAL REPORT



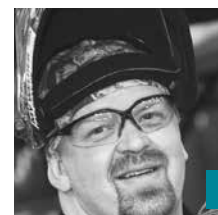
We are a trusted learning community embracing technical education to promote economic growth and student development.



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m e s s a g e   f r o m   t h e   p r e s i d e n t



**Michael J. Bouwhuis**  
Campus President

During the 1978 legislative session, Senator Haven J. Barlow possessed the vision and passion to convince the entire legislature to create the Davis Area Vocational Center, paving the way for this dynamic institution we know today as the Davis Applied Technology College.

The Davis Applied Technology College has evolved from its meager existence at the old Verland Park Elementary School in Layton to a College with the main campus in Kaysville, instructional service centers in Draper and the Freeport Center in Clearfield and a Business Resource Center in Morgan. The institution is the largest campus in the Utah College

of Applied Technology system based on student enrollment counts. We have witnessed thirty-five years of growth, quality improvements and national recognition.

Quality is at an all-time high in the history of the institution. Our continued emphasis on quality is providing exemplary technical training programs that have strong alignment with local businesses. The College has also developed stronger relationships with employers to ensure our students have access to every possible employment opportunity available in their program of study.





## mission, men and me

"When I was growing up in San Diego, California, I had great mentors...my dad and grandfather. Their philosophy was always centered on three words – Mission...Men...and Me. 'Mission' is passion for what you're doing; 'Men' is caring about the people you work with, and 'Me' is don't ask anyone to do anything you wouldn't do yourself."

This philosophy helped Mike complete a three-year home improvement project for Bob Stillman, a successful California Radio Shack owner. Bob and Mike worked hand-in-hand to remodel a 16,000 square foot home while he attended Brigham Young University (BYU). Bob's mentoring provided Mike with a direction in his life to complete his Business Degree at BYU.

After graduating from BYU, Mike became a loan officer for American General Finance. "I enjoyed learning financial planning, but I just wanted more. One day while I was reading the Wall Street Journal I came across an article on the top ten careers. Healthcare was at the top of the list. After reading that article, I remembered how much Mr. Henry, my old Scoutmaster, loved his job as a hospital administrator. At that moment, I packed my wife, child and dog into the car to attend the University of Iowa which was one of the best colleges for hospital administration."



**Michael E. Jensen**  
Chair, DATC Board of Director's  
CEO, Davis Hospital and Medical Center



It was a scary time in Mike's life. He didn't have a job, money for college or a house to live in. Despite these obstacles, he managed to find an apartment, work as a Teacher's Assistant and receive a full-ride scholarship. After two years, Mike moved to Palm Springs, Florida, for his residency at Eisenhower Medical Center. "I was so naïve when I started that job, I thought I knew everything. It took me four or five months to learn how the real world worked." Over the course of his residency, Mike was instrumental in building a new Emergency Room in addition to centers for women, abused children, drug abuse and a new media center.

Two years later, Mike worked as an Assistant Administrator at West Boca Medical Center, where he assisted in expanding the center to a 136 bed facility. Soon afterwards, West Boca merged with Iasis healthcare, which provided Mike an opportunity to manage 18 hospitals. This passion for doctors and nurses led Mike to Palm Beach Gardens as the Assistant Hospital Administrator where he tripled the size of the center. "I really enjoyed my medical career, but I wanted to run the show. I was so excited when a Hospital Administrator position opened at Davis Hospital Medical Center. I remember telling my wife after the interview – I have to work here, I feel like I am family. Everyone cares for each other and is so courteous."

Mike has carried that philosophy of 'family' as CEO at Davis Hospital and Medical Center. He believes his role is to take care of the families of Davis County. Davis Hospital has



accomplished that goal due to its entrepreneurial spirit. They were the first to develop cutting edge cancer treatment through Tomotherapy and new MRI machines. They were the first to implement Home Depot Cell Phone communication in a hospital situation to improve Doctor-Nurse communication. They implemented a restaurant-style online menu ordering system through an in-house dietary software program. To combat seasonal vacancy and turnover rates of 20-30%, Mike partnered with DATC to develop a virtual nursing lab with Laerdal Simulation mannequins to provide more clinical training sites and to create a qualified pool of nurses. The virtual nursing lab also provided his veteran nurses and doctors opportunities to simulate real life situations in a couple of days, which would take months to see in a hospital. Recently, Mike developed a hospital salon and spa. "I truly believe there are other things that play into a healing environment, like music, aroma therapy and room colors. I knew that

DATC students needed 2000 hours of training for state licensure in cosmetology and patients needed the pampering, so I contacted Mike Bouwhuis to develop our Salon & Spa for our Women's Center."

Mike Jensen truly believes healthcare will never stop evolving. "Davis Hospital will continue to grow and expand their services for Davis County families. We have committed physicians, employees, staff and partners. Together, we will provide these families a happier, healthier lifestyle. That is our commitment."

### UCAT Administration

**Robert O. Brems**, President

**Jared Haines**, Vice-President of Instruction and Student Services

**Tyler Brinkerhoff**, Vice-President of Finance and Administrative Services

### College Administration

**Michael J. Bouwhuis**, Campus President

**Jay C. Greaves**, Vice-President of Instruction

**Russell S. Galt**, Vice-President of Administrative Services

**Brent V. Petersen**, Vice-President of Operations

### Board of Directors

**Michael E. Jensen**, Chair, UCAT Trustee Representative

**Michael Blair**, Vice-Chair, Business/Industry Representative

**Barbara Smith**, Davis School District Board

**Tamara Lowe**, Davis School District Board

**Jody Hipwell**, Morgan School District Board

**K.O. Murdock**, Business/Industry Representative

**Brad Walters**, Business/Industry Representative

**Susan D. Johnson**, Business/Industry Representative

**Dr. W. Bryan Bowles**, Weber State University Board of Trustees

**James O. Sutton, III**, Ex-Officio



*Foundation Board of Directors – Front Row: Dean Collinwood, Lloyd Carr, Erich Sontag, Michael Bouwhuis Back Row: Margaret Anderson, Jean Madsen, Neil Wall, Russell Galt, Haven Barlow, JoAnn Matern, Jay Dansie*

### Foundation Board

**Lloyd Carr**, Chair

**Dean Collinwood**, Vice-Chair

**Erich Sontag**, Secretary/Treasurer

**Barbara Smith**, Board Liaison

**Margaret Anderson**

**Haven J. Barlow**

**Jay B. Dansie**

**Dorne Hall**

**Jean Madsen**

**Timothy Pehrson**

**David Simmons**

**Neil Wall**

**Dr. Bruce Jensen** (Emeritus)

**Gary Smith** (Emeritus)

**Kent Sulser** (Emeritus)

**JoAnn Matern**, Foundation Director





datc has amazing students >

"The true sign of intelligence is  
not knowledge but imagination"

– Albert Einstein –

***Gear Head***, metal sculpture by  
Daniel Miller, *welding student  
and adjunct instructor*

g l i m p s e o f

the future



daniel miller

welding technology



anthony attebery

machine tool technology



shawna burgon

cosmetology

read more > [datc.edu/success](http://datc.edu/success)



carol savage

business technology



bryce tolman

motorsports technician



jennifer kono

pharmacy technician



mark wing

culinary arts



### campus president's office goals

1. Complete campus expansions in Morgan, North Davis, South Davis and Draper
2. Establish partnership meetings with Davis/Morgan School Districts, Weber State University, Weber Basin/Clearfield Job Corps and Charter/Private Schools
3. Provide leadership and resources for course-based curriculum
4. Improve institutional process development & efficiencies
5. Improve placement reporting and opportunities for students and employers
6. Assist County and City Officials with attracting two new companies

### marketing goals

1. Develop a standardized institutional image for all campus facilities, marketing and advertising
2. Assist with Business Intelligence, Process Automation and Placement Reporting System Integration
3. Increase employer job opportunities by 5-10%
4. Enhance the existing website to increase leads by 2%
5. Develop in-house photo, video and programming capabilities to cut costs by 25%

### foundation goals

1. Partner with UCAT & SLCC to secure two additional federal grants
2. Increase golf tournament revenues to \$40,000 and scholarships by \$10,000
3. Establish on-going alumni development software
4. Reorganize Foundation Board leadership to increase productivity
5. Develop five new sources of foundation-to-foundation giving

## AAS degree

30 transferable credits to  
weber state university  
for 900 hour programs

# 1,013

students employed



### campus president's office accomplishments >

- Completed the Northfront Business Resource Center in Morgan and architectural design for the Freeport West Campus
- Enhanced equipment & facilities at the Utah Department of Corrections Draper Campus
- Improved communication on procedures and agreements with Davis and Morgan School Districts
- Partnered with Weber State University to develop transfer credit for an Associate of Applied Science Degree in General Technology
- Finalized a composites grant and developed future energy grants with Salt Lake Community College
- Increased enrollments with Clearfield Job Corps and technical training opportunities for NUAMES students
- Completed institutional charter school policies with Open High School of Utah
- Restructured Student Services, improved Data Consistency/Reporting, Course-Based Curriculum and Job Placement Processes through the Data Direction Committee (DDC)
- Increased Job postings from 372 to 538, and 1,013 students obtained employment
- Assisted with the relocation of ATK Aerospace Composites from Mississippi (900 employees) and Regional Customer Service Center in Layton
- Developed a Public Relations Policy, new logo, color scheme, branding guidelines, PowerPoint templates, e-Newsletters, President's Awards wall, Directional Signs and InDesign training for ECE & Print Center



## campus president's office accomplishments (cont.) >

- Developed Salesforce Integration for placement and recruiting reporting
- Developed Comprehensive Micro Sites for online forms and registration for Financial Aid, ECE, Cosmetology, Lincoln Electric and Okuma Corporation
- Developed an employer outreach team from Marketing, Training & ECE divisions to develop a placement brochure, job fair, workshops, clothing drive, Northfront Website, employer sales kits and tradeshow displays
- Developed a web committee with Training, Administrative Services and Operation Divisions to develop 10 virtual tours, front page, program pages, menus and search engine optimization for Phase I of the new website
- Attended training seminars for photography and video.
- Developed guidelines for scholarship monies and distribution
- Hired a new Foundation Executive Assistant to assist in identifying new sources of revenue
- Obtained \$38,75 in Foundation Golf Tournament scholarship revenue
- Filled two positions on the Foundation Board reaching the goal of more than ten community members

# 106

community and employer events

# \$38,750

scholarship revenue from the foundation golf tournament



Jon Bennett with his welding instructor, Nick Price

## jon bennett, welding technology >

Jon Bennett wasn't content with his career direction and sought training to get started with a new career. With the encouragement of a counselor, Jon enrolled in the DATC Welding program. "I had never done welding before, but my dad and grandpa were welders, so I thought I'd try it out." Apparently, welding was in Jon's blood, because he completed the 12-month program in 6 months and gained five industry certifications. His Welding Instructor, Nick Price, says, "Jon is one of the very best welders I have ever seen. His welds are so exact that I have to get out a magnifying glass and flashlight just to see any inaccuracies." Recently, Jon was hired as an independent contractor for the Chevron Oil Corporation, where he will be earning \$75/hr.



1. Implement an accreditation review process to complete evidence bins and a self-study, as well as ensure COE Accreditation Conference attendance by administrators to complete three COE site visits
2. Complete the Composites Department of Labor Grant
3. Develop three entrepreneurial events and four "Business Builder" events
4. Rent four Morgan Business Resource Center cubicles and conduct 20 counseling sessions
5. Implement training at the Freeport West Campus to strengthen the ATK partnership
6. Add Information Technology instructors for programming, scripting and increasing membership hours by 10%
7. Add six new e-Station offices and reduce the number of cubicles
8. Assist with funding opportunities for a medical building
9. Expand services to charter schools
10. Create a North Davis campus for construction training for the Associated General Contractors
11. Increase Continuing Education by 15%, Private Training by 12%, Custom Fit by 10% and membership hours by 10%
12. Complete AAS degree curriculum maps with Weber State University, an LDS Business College contract and update University of Phoenix & Western Governor's University articulation agreements
13. Streamline Memorandum of Understanding (MOU) process with Davis School District, Morgan School District and Job Corps

14. Implement a program review process with audit tools, faculty professional development, certificate/licensing data collection, Employer Advisory Team and Instructional Systems Design (ISD) web site
15. Expand course-based program offerings for the Schools of Business, Service Professions, Academic Development, Health Professions and Construction
16. Expand blended courses and online instructional material
17. Develop 15,000 membership hours for Energy Technician program
18. Increase Plumbing Apprenticeship marketing efforts for adult students, and integrate curriculum with the Energy Technician program
19. Improve Motor Sports Technician curriculum, classroom organization and student management
20. Improve the image of the Cafeteria to improve retail profit margin
21. Restructure Cosmetology curriculum to course-based and standardize externship hours
22. Expand curriculum and courses for Workplace Relations and Job Seeking Skills
23. Improve image of the Automotive Technology classrooms and labs
24. Expand Utah Department of Corrections Welding Program by 25,596 membership hours
25. Establish outcomes tracking for offenders who have completed DATC training
26. Improve the image of the Utah Department of Corrections (UDC) Draper Campus







LOKUMA

## training division accomplishments >

- Enhanced the Corner Café with paint, chairs, décor, and signs
- Expanded course-based enrollment to include Schools of Business, Service Professions, Academic Development, Health Professions and Construction Technology, as well as one program from the School of Manufacturing
- Implemented a new hybrid and distance education learning management system called Canvas, and migrated courses from Blackboard
- Improved program web pages for transparency of information
- Met Higher Education Reauthorization Act requirement to post textbook and material costs on DATC program web pages
- Increased curriculum completion from 75% to 83%
- Added a third full-time Information Technology instructor in order to offer programming courses, including Java
- Enhanced Energy Technician Program to generate approximately 20,000 hours
- Energy Technician Program instructor became certified with a Building Analyst Certification and Building Envelope Certification through BPI
- Established a part-time, on-site Program Director at the Utah Department of Corrections Draper Campus
- Aided thirty-five DATC students in qualifying to participate in the National Technical Honor Society
- Streamlined the night manager process by scheduling directors and managers to cover night school on a rotation schedule
- Improved teacher communication by holding combined weekly teacher and Training Division staff meetings
- Created the Data Direction and Communication Committee (DDC) to improve student matriculation, outcomes tracking, new student schedule, mission and roles, cross-divisional communication, institutional strategy, reporting definition and management problem solving

\$70,000

business resource center grant  
for start-up counseling

\$500,000

in Lincoln Electric  
welding contributions

83%

curriculum completion

20,000

hours for energy technician  
program



80%

increase in private training

20%

increase in custom fit training

15%

increase in continuing education

- Shared costs with Morgan High School to provide a welding program
- Provided approximately \$500,000 in total donations from Lincoln Electric which included a cutting table and automated pipe cutting equipment.
- Developed Associate of Applied Science degree with Weber State University
- Negotiated a Utah Department of Corrections contract to expand welding and hire an on-site manager
- Developed a Web & Graphic Design course at NUAMES High school
- Completed the Composites Grant
- Exceeded the State Energy Sector Partnership Grant by serving 200 students in the Energy Technician Program
- Obtained a \$70,000 grant to begin a lean start-up counseling program in the Business Resource Center for entrepreneurs
- Started construction of the Freeport West Extension Center (D-5 building)
- Developed charter school research and policies
- Implemented an Accreditation Review Process and increased staff attendance at COE conferences
- Awarded the Automotive Technology program a Master Level Accreditation by the National Automotive Technical Education

Foundation Accreditation (NATEF)

- Completed successful programmatic accreditation for the Dental Assisting program
- Offered three large entrepreneurial events, which included Women Entrepreneur (WE) Conference, Franchise Symposium, and Launch Up
- Offered six Northfront Entrepreneur Alliance events with attendance as high as 190 people at each event
- Developed Tech Launch, a system for introducing young, technology-based entrepreneurs start-up advice
- Launched Northfront Business Resource Center website
- Completed Northfront Business Resource Center brochure
- Added six new E-Station clients
- Increased sales in the Northfront Business Resource Center by \$40,000
- Created an Employer and Continuing Education marketing and outreach plan
- Increased Continuing Education by 15%
- Increased Custom Fit companies by 20%
- Increased Private Training by 80%

ITT Exelis and Davis Applied Technology College partnered to develop a customized composites training program to meet the needs of Exelis. The program offers a hands-on curriculum that provides technical skills in composite materials and manufacturing specific to the aerospace industry.

“Our partnership with Davis Applied Technology College allows us to shape our current and future workforce to meet the needs of our growing business,” said Mike Blair, vice president and general manager. “We are proud to call DATC an industry partner.”

## DATC improves . . .

our operational efficiency, as well as enables us to provide Lincoln Electric's advanced welding technology knowledge through distributor training and customer seminars in a facility unmatched in the Intermountain area.

– *Richard Peterson, Regional Sales Manager  
Lincoln Electric Company*



### Partners >

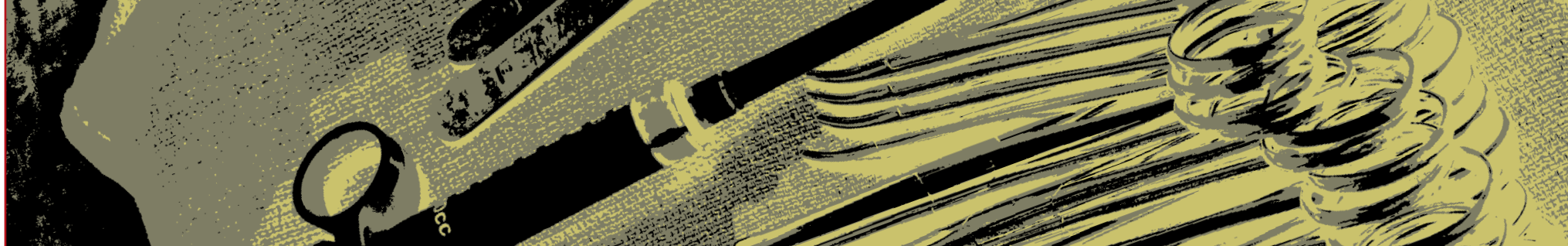
ATK Aerospace Structures	LDS Business College
Bountiful Food Pantry/Pantry Smiles	LDS Employment Resource Services
Cisco Systems	Lincoln Electric Company
Clearfield Job Corps Center	Morgan School District
Davis Hospital & Medical Center	Ogden School District
Davis School District	OKUMA America Corporation
Go Engineering	Polaris Industries
GOED	Salt Lake Community College
Grow Utah Ventures	Swanson Foundation
Hartwig, Inc.	Utah Department of Workforce Services
Hexcel	Utah State Department of Corrections
Hill Air Force Base	Volvo & Mack Corporation
Holly Refining Company	Weber School District
Janicki Industries	Weber State University
Kellogg Company	

### Employer Advisory Teams >

Acute Angle	Carrier Transicold of Utah
Aerospace Composites Consulting	Central Refrigerated Services Inc.
Aesthetics Plus of Utah (Image Skin Care)	Cisco Corp.
AFNWC/NWBF	Clinton City Fire Department
Air Conditioning & Heating Service	Commerce Real Estate Solutions
Airforce Advanced Composite Office	Contour Composites
Airgas-Intermountain Inc.	Convergys
Albertsons	Cottage Dental
Albertsons Distribution	Crazy Beautiful
Allen Academy	Cucina Toscana
Allen Communication Learning Services	Cummins Rocky Mountain
America First Credit Union	Customer Dynamics
Anderson, Petersen & Co.	D C Plumbing
Apothecary Point	David L. Jensen & Associates
Arrant Heating & Air Conditioning	Davis Bountiful Rental
Aspen Hair Restoration & Cosmetic Dermatology	Davis County Emissions
ATK Aerospace Structures	Davis County Sheriff's Office
Baraka Beauty	Davis Hospital & Medical Center
BC Small Engine Repair	Davis School District
BD Medical	Day Power Equipment
BDB Electric	Decker's Plumbing
Bemsco Inc.	Department of Workforce Services
Bistro 258	DGI
Boeing	Diamond Rental
Bowman's	Dick Kearsley Service Center
Brigham City Community Hospital	Dollar Cuts
Bureau of Emergency Medical Services	Dr. Brough
Care First Pharmacy	Dr. Grant Christian
	Durrant & Slate Plumbing
	Ed Kenley Ford
	Electrical Wholesale Supply
	Elvera's Hair & Nail Salon
	Embellish Salon
	Employer
	Eveready Staffing and Training
	Fairfield Dental
	Farmington Fire Department
	Felt Auto Parts and Machine Shop
	Five 9's Communications, Inc.
	Fluid Studio
	Fowers Service Center
	Fred Mitchell Plumbing, Inc.
	Full Throttle PowerSports
	(see next page)







### Employer Advisory Teams (cont.) >

Garbett Homes  
G-Build Green Home Building  
GoEngineer  
Gold Systems, Inc.  
Grand America Hotel  
Great Clips  
GSL  
Hansen Family Dental  
Hartwig  
HCA  
Hexcel  
Hill Air Force Base  
Holly Refining Co.  
Home Salon  
Hunt Electric

Icon Health & Fitness  
Individual Salon  
Infinity Consultants  
Innovative Precision LLC  
Intermountain Healthcare

Intermountain LDS Hospital  
Intermountain McKay Dee Hospital  
Intermountain Memorial  
Intermountain Wind and Solar  
Interwest Interpreting  
Island View Pharmacy  
ITT EXELIS  
Janicki Industries, Inc.  
Johnstone Supply  
Jordan Ridge Family Medicine  
JP Electrical LLC  
Just Right Heating and Cooling LLC  
Kaysville Family Medicine  
Kaysville Fire Department  
Kaysville Pediatric Dental

Kennecott Utah Copper Corp.  
Kevin Barkdull Plumbing & Heating Inc.  
Lakeview Hospital  
Layton Cycle and Sports  
Layton Family Medicine  
Legacy Village of Layton  
LifeCare Center  
Lifetime Products  
Lighthouse Interpreting & Training  
Lincoln Electric Company-District Office  
Lynn Woodward Electric  
Mane Events  
Marriott Hotel  
McKay Dee Hospital Pharmacy  
McKay-Dee Hospital  
McKinnon-Mulherin, Inc.  
Morgan High School  
Mountain States Plumbing Supply  
Mountain Valley Mechanical, Inc.  
Mountain View Health Services  
Mountain West Ear, Nose & Throat  
MRM Motorsports  
Napa Auto Parts  
New West Machine Tool Technologies  
Newgate MotorSports  
Newport Tool  
NexOne  
Nicholas  
Nicholas & Company, Inc  
Norm's Plumbing  
North Davis Fire Department  
North Davis Sewer District  
Northridge Plumbing & Heating

Nucor Building Systems Utah, LLC  
Oakridge Dental  
Ogden Air Logistics Center  
Ogden Clinic  
Ogden Lawn & Garden  
Ogden Regional Medical Center  
Ogden Weber Applied Technology College  
Orbit North American Manufacturing/ProMold  
PCB Solutions  
PEGUS Research  
Petersen, Inc.  
Peterson Plumbing Supply  
Pipe Fabricating & Supply Co  
Polaris  
Polaris Industries  
Primary Children's Medical Center  
Primary Children's Pediatric Education Services  
ProMold  
Radius Engineering  
Ralph Ponds  
Recreational Performance Motor  
Resource Manufacturing Co.  
Rio Tinto  
Robert Half International-Office Team  
Robert Love Heating & Air Conditioning Inc.  
Robert W. Speirs Plumbing Inc.  
Rocky Mountain Care  
Rush Enterprise/Ideal Lease  
Salon & Spa Fifth Avenue  
Salon 801  
Salon Blue

Salon Morpheus  
Salon on Main  
Salon Unique  
Salt Lake City - Flight Standards District Office  
Salt Lake City Harley Davidson  
Salt Lake Community College Culinary Institute  
Sandy's Fine Food & Catering  
Scott Willey Electric  
Sego Lily Day Spa  
Service Experts Heating & Air Conditioning  
Shamrock Plumbing  
Shupe Electric  
Skydandee Manufacturing  
Smedley and Associates  
Smith's (Layton)  
Smith's Pharmacy  
Snap-On Industrial  
Snowbasin Resort  
South Davis Community Hospital  
South Davis Metro Fire Agency  
Spyhop Productions  
St. Jude Medical  
Standard Restaurant Equipment  
Starwest Computers  
State of Utah  
State of Utah Weatherization  
Stone Security  
Surgical Services, Intermountain Medical Center  
Suzi's Salon  
Swift Transportation  
Syracuse Fire Department  
T.D. Williamson  
Targa Media, Inc.  
Taylor Electric  
TEK Systems

Todd Machinery, Inc.  
Tri-City Polaris  
Triple-S Polaris  
Utah Clean Energy  
Utah First Credit Union  
Utah Nursing Assistant Registry  
Utah Schools for the Deaf and the Blind  
Utah State Office of Education  
Volvo/Mack  
Walgreens  
Weber State University  
Williams International  
Zucca Trattoria



### alyssa perez, surgical technology >

With the help of Job Corps, Alyssa was able to move from California to Utah to enroll in the DATC Surgical Technology program. Alyssa states, "My goal was to finish my program in nine months and I am going to meet that goal. I have a direction and a career now." Her instructor, Pam Carter, feels Alyssa is very motivated and has excelled in the academic and hands-on skills portions of the program. Alyssa began here in January and is ready to begin her first clinical externship in June at the University of Utah Medical Center Operating Room. Although Alyssa recently graduated, she plans to work as a Surgical Technologist part-time while attending Weber State University for her associates degree.





## daelynn clawson, practical nurse >

Daelynn graduated from BYU with a Political Science degree. Her family grew to five children, and she felt very fulfilled in her life. However, after a hospital visit and associating with a nurse she began contemplating a new career in healthcare. “As I was talking to this nurse, I kept thinking that nursing would be such a good thing for me.” The nurse recommended DATC as a school of choice for nursing, and after applying three times, she was finally accepted into the Practical Nursing program. Daelynn has recently received her LPN license, and plans to complete her RN, BSN and MSN at Weber State University. Daelynn states, “I will do whatever it takes to become a nurse because I want to help people and make a difference in their lives.”

## 2012 operations division > goals

### facility services goals

1. Align campus safety, security, health and risk management infrastructure for employee training, hazard assessments/plans, communication plans, security/risk inspections and a reporting system to track regulatory and accreditation compliance
2. Complete campus and capital improvement projects, which include:
  - Morgan Campus building renovation
  - Phase I of the Freeport West Building renovation
  - North Salt Lake Campus location set-up
  - Renewable Energy Grant PV solar panels/net metering system
  - DFCM capital improvement administrative area upgrade
  - DFCM capital improvement campus paving
  - DFCM capital improvement electrical system upgrade
  - Council on Occupational Education policies, procedures and plans

### student services goals

1. Automate Financial Aid processes to reduce staff workload and decrease response time on student requests
2. Support course-based implementation and develop finalized, formal policies and procedures in support of course-based offerings
3. Co-chair and develop/refine policies, procedures and plans for the Council on Occupational Education Accreditation
4. Implement Business Intelligence software and develop a centralized repository for student questions on the DATC web site
5. Survey 500 former students to develop a strategy for improving student retention







## D-5   fafsa   first-class

completed architectural  
engineering

automated financial  
aid process

experience for college graduation

### operations division accomplishments >

- Offered formal training to employees in the areas of safety, security and risk management education
- Formatted hazard assessment and communication plan templates
- Provided assistance with individual area surveys and hazard plans
- Performed campus-wide security and risk inspection
- Identified long-term campus improvements for traffic speed limits, access controls, directional signs, campus access, surveillance systems and hazardous materials
- Renovated and obtained occupancy for the Northfront Business Resource Center in Morgan
- Coordinated completion of architectural engineering and occupancy requirements for the Freeport West Building (D-5)
- Secured grant funding and coordinated completion of the campus re-commissioning and renewable energy solar project
- Completed the main campus pavement improvement project and electrical system upgrade focusing on power quality
- Reduced Financial Aid workload by more than 50% for new applicants. Students requesting Federal Financial Aid are now contacted via e-mail and invited to complete a DATC application
- Reviewed and revised scheduling, competency demonstration, and the creation of a Petition for Policy Variance for course-based offerings
- Developed departmental policies to reflect course-based enrollment. Improvements to the model (i.e. schedules, course-based) originated with and were driven by Student Services personnel
- Revamped Student Services web pages to ensure they are consistent with current policies and practices
- Surveyed students who withdrew without completing during FY 11. Discovered students did not feel adequately advised prior to enrollment or during the classroom experience and this resulted in the hiring of a full-time counselor
- Refined the college graduation event to provide a first-class experience for students and guests
- Reviewed student records and captured missing data related to high school graduation
- Refined enrollment processes to streamline the student experience
- Created content for “Consumer Information” page requirements on the college website
- Provided data to meet gainful employment reporting, including historical data going back five years
- Improved systems for tracking Completer, Placement and Licensure data



1. Continue to refine the Business Intelligence System
2. Develop metrics/reporting systems for comprehensive program evaluation
3. Develop Return on Investment (ROI) metrics for legislative reporting
4. Purchase and implement a new document scanning and management system
5. Purchase and implement a system to automate forms through workflow processes
6. Purchase and implement an applicant tracking system to streamline Human Resources hiring processes
7. Develop a revised method and structure for part-time employee pay rates
8. Complete background checks on all employees
9. Purchase and implement a new Bookstore Point-of-Sale system
10. Redesign the division of duties and responsibilities of the Utah Nursing Assistant Registry (UNAR) staff

## administrative services accomplishments

- Scheduled and downloaded all data into the data warehouse
- Optimized Business Intelligence database performance
- Developed Business Intelligence metrics/dashboards with regard to financials, budgeting and student data
- Refined all reports on Tableau
- Downloaded data from Salesforce into the data warehouse
- Purchased Roambi software to link directly with Salesforce for additional strategic level reporting
- Developed several additional reports and metrics for evaluating programs which are available on Tableau
- Installed Tableau software on all desktops of faculty, managers and directors
- Conducted training on how to access and use the Tableau reports
- Worked with UCAT staff to provide data on ROI to the interim legislative committee
- Purchased institutional DocuWare document scanning system, which is used in many departments
- Activated the DocuWare system on line in the Fiscal Services Department
- Developed software interfaces between systems as part of the workflow process improvements
- Applied additional software for workflow automation for SharePoint and Business Portal
- Fully-Automated the Accounts Payable system using document scanning software
- Automated forms and workflow processing in the HR Department making all HR forms accessible on the Business Portal
- Purchased and implemented the Insight Enterprise applicant tracking system from NeoGov to improve applicant workflow processing
- Finalized revisions to the Salary and Wage Administration Policy and Alternate Classroom Coverage Policy
- Completed background checks on all employees
- Upgraded Point of Sale system to provide more stability, processing and management reports

### DocuWare

purchasing workflow  
automation

### Tableau

business intelligence metrics  
dashboards

### NeoGov

applicant tracking and  
processing system



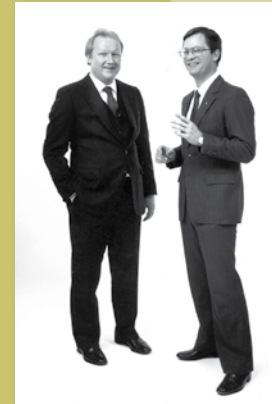
My professional career in technical education has spanned a thirty-five year history split between employment at the Ogden Weber Applied Technology College and the Davis Applied Technology College.

My greatest professional achievement and career satisfaction comes from the quality growth and institutional development of the DATC. My most significant milestones include the hundreds of parents and students I see at the grocery store, the theatre or in the community who thank me for the education they received that changed their lives culminating in careers with long-term career growth.

My second greatest career milestone is the development and growth of a team of faculty and professionals at the DATC who are recognized throughout the United States as the finest in technical education. The Davis Applied Technology College's development of quality programs, national partnerships and physical facilities rival anything in America.

The crown of my career is the Northfront Business Resource Center and the privately funded Simmons' Entrepreneurship Center representing the premier economic development engine in Utah and a critical resource for growing the economy of Davis County. A similar facility has also been developed and implemented in Morgan, Utah.

My thirty-five year career in technical education has been a true blessing in my life and the lives of our students and staff.



69%

completion rate  
FY11 = 57.66%

88%

licensure pass rate  
FY11 = 98.42%

86%

placement rate  
FY11 = 67.01%

FY 2012

#### general operating fund revenues >

(Year ended June 30, 2012 Operating Revenues)

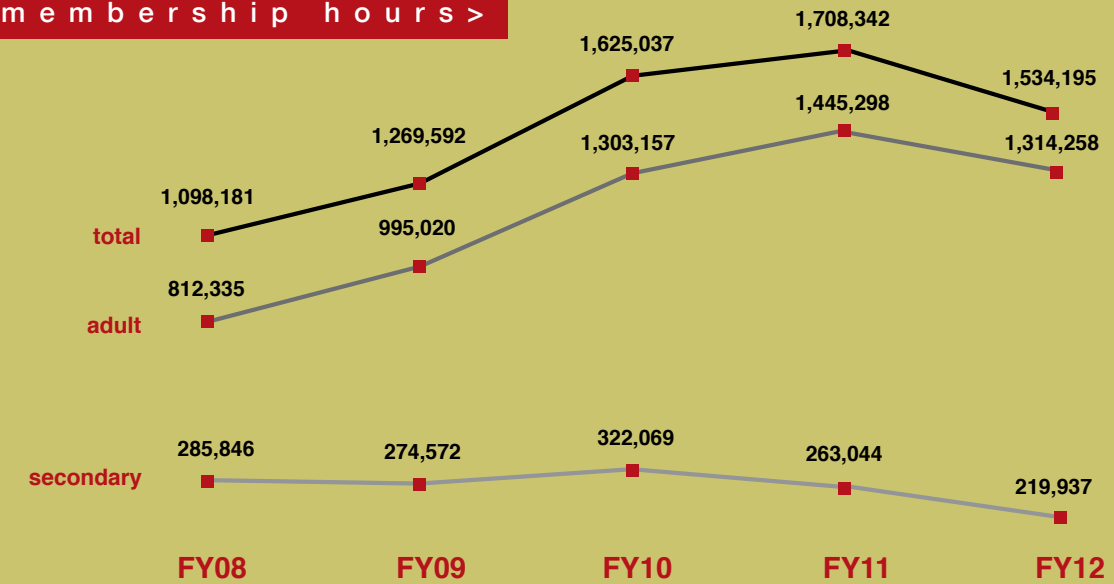
Student Tuition and Fees	\$2,025,741
State Appropriations	\$9,177,700
Total Revenues	\$11,203,441

#### general operating fund expenses >

(Year ended June 30, 2012 Operating Expenses)

Instruction	\$5,482,376
Academic Support	\$1,046,740
Student Services	\$1,451,847
Institutional Support	\$1,966,390
Operation and Maintenance of Plant	\$1,256,088
Total Expenses	\$11,203,441

#### membership hours >



41%

growth  
FY08 - FY12

#### headcount >

	FY08	FY09	FY10	FY11	FY12
	8,077	8,601	7,477	8,637	7,579

#### employer hours >

Continuing Education	14,253
Hill Air Force Base SCEP	47,200
Custom Fit	22,164
Private Training	25,303





### Joe Gordon, Business Technology Instructor >

Joe Gordon was recently awarded Outstanding Faculty Member at the 2012 President's Awards. His fellow employees stated, "Joe is an amazing teacher, team player, and faculty leader." His twenty plus years of business experience at First Federal Savings, Arizona Federal Credit Union, City of Phoenix, and Hercules Aerospace brings a wealth of knowledge, experience, and leadership skills to the classroom. Over his 19 year tenure at DATC, Joe's entrepreneurial spirit has helped create programs like Consumer Credit, Small Business Management, Web and Graphic Design, Medical Office and Dental Office programs, as well as courses in QuickBooks®, project management, business law, ethics, and workplace relations. He, along with fellow business department members, co-developed the original concepts for the NorthFront Business Resource Center. Joe states, "We are always trying to find niches in training that industry demands and no one else is teaching. I believe our future is in providing expanded coursework in technical communications, soft skills and entrepreneurship."

## p r e s i d e n t ' s   a w a r d s

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### **Outstanding Faculty Member**

Joseph Gordon, Business Technology Instructor

### **Outstanding Classified Employee**

Wendee Cole, Training Division Administrative Assistant

### **Outstanding Professional Administrative Employee**

Jeff Lund, Controller

### **Rookie of the Year**

Alison Sunderland, Information Technology Instructor

### **Most Improved Program**

Industrial Automation

### **Community Award**

Angela Tanner, Cosmetology Lead Coordinator

Beckie Page, Salon Manager

### **Outstanding Placement Award**

Welding Technology

### **Outstanding Student Involvement**

Steve Berger, Architectural and Engineering  
Design Instructor

### **Quality Improvement**

Outdoor Power Equipment Tech

### **Customer Service**

Information Technology Services Department

### **Teamwork**

American Sign Language

### **Business Industry Relationship**

Bryce Chapman, Plumbing Apprenticeship Instructor





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