

UTAH COLLEGE OF APPLIED TECHNOLOGY
5 DECEMBER 2001
BOARD OF TRUSTEES MEETING
MINUTES

Board of Trustees Present

Carl R. Albrecht
Norman Bangerter
Thomas E. Bingham
John Busch
Janet A. Cannon
Douglas J. Holmes
Don Ipson
Charles E. Johnson
Michael J. Madsen
A. Earl McCain
Doyle Mortimer
William H. Prows
Don Roberts
Wayne Woodward

Institutional Representation

President Fitch

Regional Presidents

Mike Bouwhuis
Royanne Boyer
Bo Hall
Carl Holmes
Richard Jones
Richard Maughan
Miles Nelson
Don Reid
Rich VanAusdal
Brent Wallis

Commissioner's Office

Cecelia H. Foxley, Commissioner
Linda Fife, Director of Academic Programs
Brad Mortensen, Director of Business & Finance
Gary Wixom, Assistant Commissioner for Applied Technology Education & Special Projects
Dave Buhler, Associate Commissioner for Public Relations

Media Present

Salt Lake Tribune

Deseret News

Ogden Standard Examiner

Others Present

Boyd Garriott, Legislative Fiscal Analyst

Debbie Headden, Legislative Fiscal Analyst

Rich Kendall, Deputy of Education

Excused Absent

Pamela J. Atkinson

MINUTES OF MEETING
UTAH COLLEGE OF APPLIED TECHNOLOGY
BOARD OF TRUSTEES
REGENTS' BOARD ROOM
5 DECEMBER 2001

The meeting of the UCAT Board of Trustees was held on Wednesday, December 5, 2001, at 10:00 A.M. at the Utah State Board of Regents Board Room. Norman Bangerter officiated as Chair and the Secretary was present.

Chair Bangerter called the meeting to order at 10:02 A.M. He welcomed everyone and introduced Commissioner Foxley.

Approval of Agenda

Chair Bangerter asked if there were any additions to the agenda for the December 5, 2001, Board meeting. Being none, Douglas J. Holmes moved that the agenda be approved as written. The motion was seconded and carried.

Approval of Minutes of November 7, 2001, Board Meeting

Chair Bangerter asked if there were any additions or corrections to the minutes of the November 7, 2001, Board meeting. Regional President Jones moved that there be a change to the minutes (last page). The sentence read: "President Fitch asked the Board to approve \$5M for this project." John Busch moved that the wording be changed to reflect the following: "President Fitch asked the Board to approve the request for \$5M for this project." The motion was seconded and the minutes stand approved as corrected.

Introduction of Commissioner Foxley

At this time Chair Bangerter turned the floor over to Commissioner Foxley. The Commissioner welcomed everyone and thanked them for their service on the Board of Trustees. The Commissioner assured the Board of her support and the support of her staff. She expressed her thanks to those who were doing double and triple duty, serving on Regional Boards and other Boards as well. She told the Board how much their contribution was appreciated and how pleased she is with their leadership. The Commissioner also told the Board of her disappointment in not being able to attend the inaugural meeting of the Board of Trustees and officiate at their swearing in. She said that the Board has a great

deal of work to do but that it has the support of the Commissioner's Office. She said that she feels that Greg Fitch is the right person to fill the position of President of UCAT. The Commissioner closed by thanking the Board for all that they do for Higher Education.

Chair Bangerter Comments

Chair Bangerter expressed his thanks to the Commissioner for her support. He and President Fitch have many challenges. Chair Bangerter, Vice Chair Holmes, and President Fitch had an opportunity earlier in the week to spend some time together and get updated on some of the issues that are happening around the state. He firmly believes that by working together and maximizing all the resources that the Board can be effective in preparing students for opportunities facing them.

ACTION ITEMS

President Fitch Reports On The Budget

Chairman Bangerter turned the floor over to President Fitch to review the budget. President Fitch took the liberty of providing each Trustee a W-9 form that needs to be completed. This form must be on file to receive travel reimbursements. He asked that these forms be turned in to either himself or to the Secretary before leaving today. Additionally, the Trustees were given a Travel Reimbursement form. President Fitch announced that he, Chair Bangerter, and Regional President Holmes discussed the issue of per diem application for Board members. The funds are not currently available to pay Board members per diem. This particular issue will be addressed in the near future.

President Fitch said that he would like approval on the amended budget. The Trustees were given two budget sheets; the first one being an overall cover sheet and the second sheet is page 3 of 5 with a correction. The top sheet reflects a December 4, 2001, change to line item "UCAT Administration," Total Request column. The total is now \$587,600. The distinction between the budget that was approved at the last meeting and the revised December 4, 2001, budget is that funds from line item UCAT Administration were shifted to line item "Statewide UCAT Initiatives." The other correction is on page 3 of 5 (Operating Budget Request Detail.) In section "C", sub-section "1", Davis ATC was added. President Fitch asks that the Board consider these two pages and approve the budget as amended. President Fitch explained the breakout of funds of line item "Statewide UCAT Initiatives." John Busch moved that the amended budget be approved. The motion was seconded and carried.

Realignment of Trustees' Appointments

At the time that the Board was selecting Trustee terms, several members volunteered to serve four (4) year terms. President Fitch went back to the legislation (HB 1003) and it points out that we should be at nearly half of four (4) and two (2) year terms. President

Fitch said that the Board needs to get closer to the legislation. The Board needs two people at four (4) year terms to accept two (2) year terms. He asked for volunteers to take a two (2) year term to be in line with the legislation. Under section A&B, where Charles Johnson and Pamela Atkinson are serving two (2) and four (4) year terms, respectively, the legislation requests that after that's established that it goes to one (1) and two (2) year terms. The same applies to A. Earl McCain and Janet Cannon presently at four (4) and two (2) year terms respectively. The legislation requests that once established, it goes to two (2) and (1) year terms respectively.

Carl Albrecht and Wayne Woodward volunteered to take two (2) year terms. President Fitch asked to accept the term changes of Carl Albrecht and Wayne Woodward. The motion was seconded and carried.

Ogden - Weber Land Purchase

Regional President Brent Wallis gave an overview of the Ogden - Weber Land Purchase. There are two items that he would like approved. The first one deals with the land purchase. The land purchase was approved by the legislature last year. The property is located in the northwest corner of the campus. Certain circumstances have taken place since the approval which have impacted the participants' ability to come to an agreement on the purchase of the land. The land owner is asking \$1.7 million for the parcel of land that was originally appraised at \$500,000. However, there are two parcels located just north of the original property which the owners have offered the college. As a result, President Wallis is asking the UCAT Trustees to approve using the \$500,000 to purchase the two new parcels of land. Douglas Holmes stated he feels it would be prudent to purchase the land at this time or it may be lost forever. Doyle Mortimer inquired if the property had been appraised. Regional President Wallis stated that the property has been appraised for \$530,000. Chair Bangert asked if the Board has authority to change the acreage and stay within the bounds of the legislation? President Wallis indicated that he has discussed the issue with legislative leadership. Also, the Board of Regents approved the purchase subject to UCAT approval.

John Busch moved to take an option to purchase the property subject to the consent of legislature. Motion was seconded and carried.

Ogden - Weber Quit Claim Deed

Regional President Wallis requested approval a Quit Claim Deed for the property at the Business Defense site in Ogden. Charles E. Johnson moved to authorize the Chair to sign the Quit Claim Deed. Motion seconded and carried.

Structure of the Agenda

President Fitch expressed his desire to ensure that the Board of Trustees be a policy-

making, governing Board. Using that as a guideline, three committees (Instructional/Accreditation, Budget/Facilities, Planning/Policy/Governmental Affairs) in conjunction with the Executive Committee were created. These three committees are very specific to the operation of UCAT across the state. Later in the day the Board will break out into committees and work on specific assignments assisted by a staff person. The Board was asked to begin formulating direction, policy and parameters under which UCAT will operate.

Accreditation and Degree

Gary Wixom, Assistant Commissioner, spoke on accreditation and A.A.T. degree. Accreditation is the process of recognizing an institution and recognizing it in terms of its performance, integrity and quality. The Executive Director of the Northwest Association will be with us later this month to begin the dialogue as to exactly the time frame and process that will be followed as we seek accreditation. Schools may also have specialized accreditation for particular programs within the institution. The important distinction is that it is the institution that is accredited, not the degree. Degrees that are offered by an accredited institution come under the umbrella of accreditation.

We will be seeking accreditation of UCAT, which will cover the ten campuses. We are very familiar with the accreditation process. We have former commission members within the system that can be a part of this discussion and process, and many of us have participated on accrediting teams for schools across the northwest.

The term “transferability” is used in the legislation. Transferability refers to how courses transfer between institutions; particularly within the Utah System of Higher Education. Degrees, in a sense, transfer. But it’s the courses within those degrees that transfer from one institution to another. The Associate of Science Degree is a transferable degree. That means the Associate Degree contains the full general education component, which is required by the system. Once you have fulfilled that requirement at a Utah institution by completing an Associate Degree, the general education requirement is fulfilled at the transfer institution.

Transferability and the general education component are governed by Regents’ policy within the system. Both the A.A. and A.S. degrees are designed to give a student a broad preparation to transfer to a four-year institution. There are also specialized Associate Degrees, which may not contain the full general education component.

The A.A.S. degree is designed to prepare individuals for entry level employment. Northwest requires that all certificates and degrees carry a minimum general education exposure in terms of composition, computation and human relations. There is flexibility on how that can be built into the Associate Degree.

An Associate of Applied Technology Degree is a program of study designed to prepare

students for select entry level professional careers. This degree, as indicated in legislation, will be delivered in an open entry, open exit, competency-based format. At a minimum, the A.A.T. Degree would have an identifiable general education body of work which would cover the areas of composition, computation and human relations. (Exhibit A)

Budgets

Brad Mortensen, Director of Business & Finance spoke on budgets. Brad wanted to be sure the Board was aware of key people in the budget process. They are Debbie Headden, Legislative Fiscal Analyst and Boyd Garriott, Legislative Fiscal Analyst.

President Fitch previously covered the changes on the budget regarding the adjustment for Davis ATC. If the Board has any additional question, he would be happy to answer those questions later in the day.

In the past, we've provided the Regents with a brief summary of the statutory and constitutional language that identifies the roles and responsibilities of different groups and budget processes. He's tried to do the same for UCAT.

This year the Governor's projections are coming in about \$200 million less than was originally budgeted last February/March. (Exhibit B)

Planning/Policy/Governmental Affairs

In the November 7, 2001, Board meeting President Fitch presented information regarding the Higher Education Bill of 1969 and it's blanket responsibilities. President Fitch agrees with legislative analysts that the UCAT Board should present it's budget to the Higher Education Committee as a courtesy.

President Fitch provided each Trustee with a paper entitled "What Is UCAT?" (Exhibit C) This provides a simple, general, public view of UCAT. There are key components in the article that are directly related to the mission and role of UCAT. Because of the response to business and technology, the changing environment, and the approach UCAT will be taking in many areas within education, UCAT may have to continue to review its mission and role. The key is to remain committed.

UCAT needs to ensure that its role within the state system is that we remain true to our mission and support of technical education while supporting the state economic development.

President Fitch mentioned that there is a significant disparity between salaries for Presidents across the system in the ten colleges, a disparity between other officers within our institution and our faculty in general. He believes UCAT needs to have a realistic plan to identify how equity and recognition as a college can be established.

Another very important issue is student life. UCAT will need to address issues and concerns regarding ADA requirements, cultural diversity, etc. As an institution in this state, UCAT is charged with this responsibility. Another component of strategic planning is community commitment. One of the reasons UCAT was formed is to develop and support the economy of Utah.

Since the government of Utah created UCAT, we need to respond to government. President Fitch's recommendation to the Board is not to open legislation this year unless necessary. He urges each member of the Board to have contact with their local legislator. In committee break-out today, the Planning/Policy/Governmental Affairs Committee will try to outline UCAT's approach to the legislature.

Uintah Basin (Vernal Project) ATC: Capital Committee Report

Regional President Jones reported that they were able to complete the acquisition of the property they purchased last year for \$186,000. They now have the Deed and Title to the property (7-1/3 acres). President Jones stated that this project has been ongoing for the past five years. He said that the community of Vernal is 100% behind the project.

President Jones said that they have a very unique situation in Vernal. Two things are very critical. First, there is a need to serve the comprehensive high school of approximately 1,300 students which accounts for every secondary student in Uintah County. Second, 50% of the population base of the entire Uintah Basin resides within the Vernal area with ninety percent of the industry base, particularly the petroleum industry. These aspects are crucial and support the need for the project.

There are about 50 companies that they supply Custom Fit to each year. There is no classroom to accommodate this. They accomplish this in warehouses, etc. The project will be moving ahead irrespective of the budget deficits and they need to push it through. They received a commitment from the Permanent Community Impact Board that said they would give the project \$2 million at 0% interest for 30 years. They will also give \$500,000 at 2.5% interest for 30 years.

They are moving ahead on this project. The community and the UCAT Board of Trustees are in support of the project.

Chair Bangarter recessed the meeting for lunch and committee break outs at 11:50 A.M. Chair Bangarter reconvened the meeting at 12:40 P.M.

Return To Meeting Of The Whole

Chair Bangarter stated that the sub-committees do not have the authority to invoke policy of the Board. The purpose of the sub-committees to bring their recommendations to the

Board.

Planning/Policy/Governmental Affairs Committee

President Fitch spoke on behalf of the Planning/Policy/Governmental Affairs Committee. He reported that one of the issues covered in the meeting was the Mission/Role Statement. This statement is critical of the operation of UCAT. The committee is attempting to define UCAT. President Fitch said that the Board must move forward and recognize that UCAT and the role of the President is the cover for the ten institutions. There are ten units that make up one composite body. Each unit is uniquely different. Therefore, the Board must be very clear in the planning effort. President Fitch recommended that each Board member from the regional campuses and their presidents work together to compile and create a library of all of their planning documents, organizational and management plans, and campus master plan.

President Fitch stated that Chair Bangerter should have the initial contact with the Business & Commerce Committee in the form of presentation on UCAT's budget. On January 8, 2002, at 9:00 A.M. there will be a presentation to the Higher Education Sub-Committee. They have requested that Board members and Presidents attend.

Instruction/Accreditation

Carl Albrecht reported that the committee, after meeting for 45 minutes today, were unable to resolve many questions. There will be a meeting on December 19 and 20 with Northwest Accreditation that will hopefully provide direction to the committee. Gary Wixom said between now and the next meeting, at the direction of the committee, the staff will work with the Presidents and begin to draft out details of the proposed degree and move forward. Please keep in mind that accreditation and degree are two separate items.

Chair Bangerter On Meeting Dates & Times

Chair Bangerter asked the Board their preference of meeting days and times. Carl Albrecht moved that the sub-committees meet on the same day as the scheduled Board meeting at 10:00 A.M. followed by the Board meeting at 11:00 A.M. The motion was seconded and carried. As previously established, the meetings will be held on the first Wednesday of each month. The next scheduled meeting will be January 2, 2002. There will not be a meeting in July, 2002. Doyle Mortimer asked the Board if a substitute could attend the Board meeting. Chair Bangerter and President Fitch stated that a substitute may attend the Board meeting, but may not vote on issues.

Chair Bangerter adjourned the Board meeting at 1:15 P.M.