

UTAH COLLEGE OF APPLIED TECHNOLOGY
6 MARCH 2002
BOARD OF TRUSTEES MEETING
MINUTES

Board of Trustees Present

Norman Bangerter, Chair - Salt Lake-Tooele
Doug Holmes, Vice Chair - Ogden-Weber
Carl R. Albrecht - Central
Pamela Atkinson - Regents
John Busch - Uintah Basin
Don Ipson - Southeast
Charlie Johnson - Regents
Michael Madsen - Bridgerland
Earl McCain - SBOE
Doyle Mortimer - Mountainlands
William Prows - Davis
Don Roberts - Southwest
Wayne Woodward - Southeast

Institutional Representation

Gregory G. Fitch

Regional Presidents

Mike Bouwhuis - Davis
Bo Hall - Salt Lake-Tooele
Carl Holmes - Central
Richard Jones - Uintah Basin
Richard Maughan - Bridgerland
Miles Nelson - Southeast
Rich VanAusdal - Dixie
Brent Wallis - Ogden-Weber
Don Reid - Southwest

Commissioner's Office

Cecelia H. Foxley, Commissioner
Gary Wixom, Assistant Commissioner for Applied Technology Education and Special Projects
Linda Fife, Director of Academic Programs
Brad Mortensen, Director of Business and Finance

Media Present

Deseret News

Others Present

Mary Shumway, SBOE
Peter Genereaux, Salt Lake-Tooele Regional Board of Trustees

Excused Absent

Janet Cannon - SBOE

MINUTES OF MEETING
UTAH COLLEGE OF APPLIED TECHNOLOGY
BOARD OF TRUSTEES
REGENTS' BOARD ROOM
6 MARCH 2002

The meeting of the UCAT Board of Trustees was held on 6 March 2002 in the Utah State Board of Regents Board Room.

Call To Order

Chair Bangerter called the meeting to order at 10:10 a.m. and the Secretary was in attendance. A quorum was present.

Approval of the Agenda

Chair Bangerter asked if there were any additions and/or changes for the agenda of the 6 March 2002 Board meeting. President Fitch requested that the agenda be modified to allow for information/ discussion on the Regional President's Evaluation and the Utah Mentor Program. Motion to amend the agenda was approved.

Approval of Minutes from 06 February 2002 Board Meeting

Chair Bangerter asked if there were any additions and/or changes for the minutes of the 06 February 2002 Board meeting. Being none, motion was made and approved as presented.

ACTION ITEMS

A. Role and Mission Statements

President Fitch explained that the proposed Role and Mission statement was compiled from H.B. 1003 and follows a format/formula design that meets the Board of Regents requirements for UCAT as the tenth institution in the system. President Fitch had previously sent out the current Role and Mission statement to all Board members for review as per the Board's request. President Fitch referred to the Proposed/Revised Additions of R311, Institutional Missions and Roles, and R313, Institutional Categories and Accompanying Criteria, indicating that the bold areas were proposed suggestions received back, and then requested a motion for approval as presented (Exhibit II.A.).
Discussion:

A. E. McCain: Requested that additional changes be made to the Role and Mission statement at this time.

The changes which were proposed and approved are as follows: R311-1.5.10.1., paragraph 1, line 2, to add a hyphen to "market driven" in the line ". . . its regional colleges, market driven applied technology education programs which meet the demand. . ." to ". . . its regional colleges, market-driven applied technology education programs which meet the demand. . .", and in line 11, to add a hyphen to "competency based" in the line "The availability of a competency based associate of applied technology degree provides an. . ." to "The availability of a competency-based associate of applied technology degree provides an. . .".

R313-7.7.1., lines 2 and 3, to add a hyphen to “competency applied”, and to strike “competency applied” and insert “competency based” in the lines “. . . training programs, both short-term and long-term, based upon open-entry, open exit competency applied instruction, as an alternative to traditional instruction.” to “. . . training programs, both short-term and long-term, based upon open-entry, open exit competency-based instruction, as an alternative to traditional instruction.”

R313-7.7.2.1., line 5, to strike the words “In the future. . .”, so that the line will be changed from “. . . designed custom fit training. In the future, competency-based high school diplomas and associate of. . .” to “. . . designed custom fit training. Competency-based high school diplomas and associate of. . .”.

R313-7.7.2.2., lines 2 and 3 to strike the words, “for which this accreditation is available and. . .” so that “Regional, state and some specialized accreditation is a goal for programs for which this accreditation is available and appropriate for the institution’s mission and role.” is changed to “Regional, state and some specialized accreditation is a goal for programs appropriate for the institution’s mission and role.”

P. Atkinson: MOVED that the UCAT Role and Mission Statement be approved as amended. The motion was seconded by D. Holmes and carried.

B. Budget Review Process: Allocation Formula(s)

Chair Bangerter: Spoke of the importance to the Board on getting flexibility language into the budget which would give the Board the authority to adjust budget allocations.

President Fitch: Agreed and emphasized the importance of “flexibility to move the funds through line item appropriation in the best interest of service and ongoing operation of the Utah College of Applied Technology.”

B. Mortensen: Explained the preliminary “UCAT Summary of Appropriations” (Exhibit II.B.3.), which reflects the impact on UCAT’s budget of Legislative budget cuts for FY02 and FY03. UCAT’s base budget for FY02, through Legislative supplemental adjustments was reduced by 4.2%. For FY03, the base budget has been reduced another 5.1%. He further explained that the total impact of the reduction for FY03, including the adjustment for one-time money that had been appropriated in FY02, is closer to 12.5 - 13% less money in state tax funds than had originally been appropriated for the current fiscal year.

President Fitch: Introduced the “UCAT System Funding Analysis” (Exhibit II.B.4.), which reflects the FY03 percentage decrease over FY02 funding. The analysis shows actual cuts on one-time funds with no replacement, and also reflects the effect of budget cuts on UCAT’s projected discretionary funds.

President Fitch: Introduced the "Utah College of Applied Technology Motion for Executive Appropriation for March 1, 2002" (Exhibit II.B.1.), which shows the effect on the UCAT system of add-back Income Tax Revenue for FY02 and FY03, and the allocation of development funding for FY03. The exhibit also reflects a change to a previous motion to intent language that "all budget requests for UCAT flow from the regional applied technology boards of each regional applied technology college to the UCAT Board of Trustees to be prioritized and submitted to the Legislature."

President Fitch: Introduced "S.B. 1" (Exhibit II.B.), which "has all of the intent language dealing with each institution for the requirements of October 31 reporting from the Committee."

W. Prows: "Part of the problem. . . is that there has been an ongoing base and one thing we've achieved over 15 years is to get one-time money and then come back the next year and build it in. Last year...there was a lot of one-time money so that the percentage is high because they stripped all of the one-time and then the Governor's cut and then the second and third cut eroded the base."

D. Holmes: "What is the appropriate allocation of funds between the older established ATCs and the newer ATCs?" ". . . what is the most appropriate and effective way to measure who is doing the best job, how should the money be divided?"

P. Atkinson: ". . . as far as who is doing the best job – you're talking about measurable outcomes based against some standards, but. . . the demand from the various communities should also play a role..."

D. Holmes: ". . . how to measure the efficiency of ATC training? . . . most job placements? . . . the number of students trained? . . . number of members provided and cost per membership hour? . . . number of programs provided? . . . or a combination. . . ?"

P. Atkinson: ". . . add student satisfaction. . . "

Chair Bangerter: ". . . the evaluation needs to be statewide and broad-based with the perspective that all people providing this kind of educational training need to be evaluated."

President Fitch: ". . . we are required to provide them (Commerce and Revenue Appropriations Subcommittee) with a public formula for growth. . . " and ". . . a uniform tuition breakout. . . based upon cost of instruction and market demand."

D. Holmes: MOVED that the Chair of the UCAT Board and the Chair of the Board of Regents invite the Chair for Public Education, along with their respective CEOs, to form a nominating committee to nominate members for a broad-based group to devise a method of evaluating all technical education in Utah. The motion was seconded by M. Madsen.

D. Mortimer: Recommended an amended motion, but a substitute motion was provided

alternatively. MOVED that the three Chairs and the three CEOs, and the representative of the Governor, the Senate and the House, form a nominating committee to nominate members for a broad-based group to devise a method to measure, identify the effectiveness, efficiency and satisfaction of all technology education in the state of Utah. The substitute motion was seconded by W. Woodward and carried.

President Fitch: Introduced the "Higher Education Tuition Disclosure" (Exhibit II.B.2.), which "outlines the process in which our institutions as part of the system has to go through with regard to tuition application and tuition increases in consideration of students." ". . . allow our Presidents to go back to their institutions, fulfill the public requirements and notification so that we can come back to the Board of Regents. . . so they can consider the tuition increase at the same time as other institutions."

President Fitch briefly mentioned the challenge associated with the intent language associated with a uniform tuition application because UCAT institutions are different from other higher education institutions because of the open-entry, open-exit format. Also, currently there is no application consistency between UCAT institutions.

The hope is that with the public announcement and with a review of the clock/measurement hour used with regard to charges, that a consistent pattern can be identified. After this is determined, it would be a component of the uniform application.

President Fitch also reminded the Board that while the Regional Presidents have an obligation to their Regional Board of Trustees and to the services in their particular area, his obligation is to the State, the whole system. As a result, everyone needs to realize that his "system perspective" may not benefit a particular individual institution.

INFORMATION/DISCUSSION

A. UCAT System Survey: Measurement, identity, effectiveness, and efficiency

President Fitch introduced the "ATC/ATCSR Growth Class and Lab Hours FY 2001" (Exhibit III.A.1.). He explained that this exhibit reflects the importance of evaluating growth using a number of variables rather than purely by membership hours when looking at the budget and how it is distributed.

President Fitch also introduced the "Consolidation of Institutional Survey Information" (Exhibit III.A.).

B. Capital Projects/Facilities Process

President Fitch requested that each institution identify key projects on their campus, such as renovations and repairs, and then determine a procedure to establish priorities based on need. This is being requested at this time because as a member of higher education for the State, this

information is needed for the Capital Improvements meeting in April.

Instruction/Accreditation Committee

G. Wixom: Gave an update on discussions regarding the AAT Degree and Accreditation. The Curriculum Committee for UCAT has had preliminary discussions and focused on the real need to maintain the UCAT identity and not forget that the focus is on short-term business and industry training. Dr. Wixom also discussed the general education requirement for the UCAT AAT Degree, which will be in the 12 - 15 hours range. The Curriculum Committee has also taken a preliminary look at programs across the ten institutions to determine which to focus on. Initially, three areas will be looked at for the first degrees: CADD, Computer Science and Technology and Medical Assisting. Also, there have been preliminary discussions regarding FTE conversion. It will be recommended that 30 membership hours equate to 1 credit hour, so that a two-year program equals 1800 to 1900 hours, which is equivalent to a 60 to 63 semester-based hour program.

Budget/Facilities Committee

President Fitch presented the following topics (see Attachment), to help “spark discussion” for the committee as a whole:

Revenue – tuition and fees. The key element when looking at budgeting and funding formulas is how to measure. The key to all institutions is to have some kind of base to operate on.

Growth – variables will help in the general funding formula and will establish a means to reward institutions with continued growth and to help small institutions.

Facilities – new versus renovation and repair requests, and the role of the State Building Board.

Programs – Short-term and long-term, high school and the degree option.

OTHER ITEMS

A. Regional President’s Evaluation

President Fitch directed the Board’s attention to the draft of the Regional President’s Evaluation (Exhibit V.A.) that had been distributed in the agenda packet. The material was requested by the Board of Trustees. President Fitch requested that the draft be reviewed and comments forwarded to his attention.

B. Utah Mentor Program

President Fitch explained that the Utah Mentor Program creates an on-line system to direct students

(targeting eighth and ninth graders) through the system in public education, providing information on enrollment, college programs and admission requirements. This will become important as UCAT looks at a competency-based technical education high school diploma. This program is a contract between UCAT and UHEA, and is being presented at this time because the contract had previously been agreed to, and a signature was being requested of the Chair today.

C. Health Benefits Board

President Fitch: UCAT is part of a 10-college system and the Board of Regents is looking at uniform benefits and the cost of health care for all employees. Need to appoint someone to Health Benefits Board. Recommend W. Prows.

Chair Bangerter: Appointed W. Prows as the representative to the Health Benefits Board.

Brief discussion on the scheduling of the next UCAT Board of Trustees meeting.

Chair Bangerter: Prerogative of the Chair to schedule the next UCAT Board of Trustees meeting on May 1. April will be used for committee meetings only.

Chair Bangerter adjourned the Board meeting at approximately 1:10 p.m.