



**BRIDGERLAND  
TECHNICAL  
COLLEGE**  
btech.edu

**BRIDGERLAND TECHNICAL COLLEGE  
BOARD OF TRUSTEES  
INSTITUTIONAL ADVISORY COMMITTEE**

**DECEMBER 4, 2023, 4 P.M.  
1301 NORTH 600 WEST, LOGAN, UTAH**

**MINUTES**  
~ DRAFT ~

**Board Members Attendance**

Matt Chowning – Paragon Medical, Smithfield  
Lisa Clawson – Great Harvest Bread, Paradise  
Jack Draxler – Draxler Appraisal Services, Inc., North Logan  
John Ferry – Utah State University Board of Trustees, Corinne  
Monica Holdaway – Box Elder Chamber of Commerce, Brigham City  
Nancy Kennedy – Box Elder School District, Brigham City  
Neil Perkes – Logan Regional Hospital, Logan  
Roger Pulsipher – Cache School District, Avon  
Mark Smoot – Entrepreneur/Owner, Garden City  
Frank Stewart, Chief Development Officer  
Eric Wamsley – Rich School District, Laketown  
Larry Williams – Logan School District, Logan

**Board Members Excused**

Karina Brown – Cache County Executive Office, Nibley  
Paul Nelson – Northrop Grumman, Providence

**Bridgerland Technical College Attendance**

K. Chad Campbell, President  
Wendy Carter, Executive Vice President & Provost  
Jean Dunn, Chief Compliance Officer  
Brandi Gittins, AVP for Finance & Facilities  
Emily Hobbs, Administrative Chief of Staff  
Lisa Moon, VP for Instruction  
Frank Stewart, Chief Development Officer (Virtual)

**Bridgerland Technical College Excused**

Troy Christensen, Vice President for Economic Development  
Renee Milne, AVP for Student Services

**Guest(s)**

Eric Petersen, USHE (Virtual)  
Kim Ziebarth, USHE (Virtual)

### **Item 1**

#### **Welcome & Pledge of Allegiance**

Nancy Kennedy conducted the meeting and welcomed those in attendance. The meeting was called to order at 4 p.m. The Pledge of Allegiance was recited.

### **Item 2**

#### **Consent Calendar Approval**

##### **A. Minutes**

**ACTION:** Motion was made by John Ferry for the approval of minutes from the August 28, 2023, Board meeting. Eric Wamsley seconded. Motion carried.

### **Item 3**

#### **Training on Open and Public Meeting Laws**

Every state has open meeting laws for accountability and transparency. Pursuant to Utah Code Title 52 – Chapter 04 – Open and Public Meetings Act, these requirements are to be reviewed annually. Nancy Kennedy led the board in completing the online training during the meeting. Discussion followed regarding closed sessions. Eric Petersen praised the board for keeping the meetings open to the public as often as possible. He mentioned it should be a rare instance that a closed session is necessary.

### **Item 4**

#### **Program Training**

Kim Ziebarth, USHE Associate Commissioner provided training on program reviews and alignment. The Commissioner's office is working on system policies related to credentials and program approvals so Kim reviewed processes with the board and asked for feedback. The policies will be reviewed by the instruction officers, presidents, and then with the Utah Board of Higher Education (UBHE). She referenced state code 53B-1-102 and USHE policies R312 and R315. The system is in the process of creating a template to be used for new program approvals. Kim reviewed the information the college will need to gather before a new program will be considered. It is the college Board of Trustees' responsibility to approve or deny new programs, but Kim confirmed the Utah Board of Higher Education may overturn the decision. In this case, more documentation may need to be gathered and the Board of Trustees will have the ability to appeal. Kim assured the board the process is very similar to what has been used in the past and the technical colleges have typically not overreached. It would be rare that a new program would be denied if the proper documentation is in place.

To answer a question about tuition and fees, President Campbell clarified the UBHE passed a motion to waive application fees. BTECH does not currently charge application fees, so this will not be applicable.

### **Item 5**

#### **Programs at Risk**

As the college approaches the submission of the COE 22-23 Annual report, Lisa Moon, Vice President for Instruction, informed the board that two programs are not meeting the required benchmark for completion, placement, or licensure (CPL). COE refers to programs that do not meet benchmarks as "triggered" programs.

Phlebotomy is a short three-credit (90-hour) program offered at the Logan campus. Many students have taken this training because venipuncture is a valued skill-set they want to obtain prior to pursuing a health-related career, but not necessarily with the intent to obtain employment. Historically, placement

in this program has been challenging as a result. Placement in phlebotomy is currently 68%. The required benchmark for placement is 70%. The college remains hopeful that this benchmark will be met as the employment status of the 22-23 students gets updated. However, in the long run, the college would like to see the UBHE address and define the difference between short-term training and a program through policy. Short educational experiences like phlebotomy, which the legislature has referred to as smaller achievements in the past, would be better served in a short-term training category. Associate Commissioner Ziebarth has been working on these operational definitions, and the college hopes to see policies come forward that address these issues in the upcoming year.

Information Technology is a program that is offered on both the Logan and Brigham City campuses. Last year, the Information Technology program's completion was 43% on the Brigham City campus. The required benchmark for completion is 60%. This program will be triggered. Information Technology had unique challenges last year, including small cohort size, change in department head, faculty with limited qualifications, and faculty turn-over/relocation. The college has secured a highly qualified and charismatic department head for this program who has a vision for how the college can remedy the completion issue. Because of the change in leadership and this board's strong support of maintaining Brigham City student options, the college has decided to move forward with an Institutional Plan for Improvement with COE. This is the first time the college will engage in this programmatic remediation with COE. Administration and program leadership plan for success, but transparency with the board is essential. If the Information Technology completion rate can't be remedied by June of 2024, the college may have to look at closing the adult program at the Brigham City location. It is important to note that students in the program at this location would be able to continue to completion. It would not have an adverse impact on students enrolled.

#### *Item 6*

#### **USHE Funding Models - Update**

*Chad Campbell, President*

The Utah State Legislature and the Utah Board of Higher Education have developed funding formulas or models that will be used during the 2024 General Session of the Legislature. These formulas or funding models include Performance Funding and Growth Funding. President Campbell provided the board with the following update on funding models:

**Performance Funding:** The board previously approved goals of a 20% increase per year. The college met all of the goals for FY22-23, which includes Access (although this is a system-wide goal and wasn't met collectively), Timely Completion, and High Yield.

The college used the trustee-approved linear model when setting the FY23-24 goals. The difference between the 2023 results and the 2027 five-year goals was divided by four years (four years of goal setting left).

**Growth Funding:** The college focuses on graduates (outputs) with steady growth for the last nine years. Inputs is the measure for growth, so the college will not generate growth funding this year. In simple terms, colleges with fairly new buildings are seeing the most growth. The college hit capacity, so the Health Sciences building will be essential for future growth.

**Capital Requests:** President Campbell explained non-dedicated and dedicated funds as two mechanisms for capital requests. All technical college presidents support a simple and consistent formula for colleges to save the pool of money for future use or for a major project. It

will take statutory language changes, so the presidents are working with the Commissioner's office to get that done this year. BTECH's most urgent need is to remodel existing facilities and there is no mechanism for that to occur in the state right now other than the capital improvement process.

### **Item 7**

#### **Policy Updates**

Changes in laws and accreditation requirements prompt the majority of updates to policies and plans. Policies with updates have been identified below. Proposed changes are indicated with red (new) and strikethrough (omission). Brandi Gittins reviewed the changes for each policy.

- Policy 323 – Employees with Disabilities
- Policy 350 – Professional Development & Educational Benefits (Tuition Reduction)

**ACTION:** Neil Perkes recommend approval of the policy updates as outlined above. Monica Holdaway seconded. Motion carried.

### **Item 8**

#### **Audit Committee Changes**

Neil Perkes, Roger Pulsipher, and Eric Wamsley will have fulfilled their terms and will be going off the board June 30, 2024. All three board members currently serve on the Audit Committee, so new members will need to be selected to replace them in this capacity. Board leadership asked for volunteers at the meeting to facilitate a smooth transition with an upcoming audit in the spring. Roger noted that USHE will be doing a training for Audit Committee members and things will be changing in the future. There may be up to three meetings per year instead of one. Mark Smoot and Monica Holdaway volunteered to serve on the committee and a nomination for Karina Brown was made. Emily Hobbs will follow up with Karina.

### **Item 9**

#### **Information Items**

##### **A. Management of College Investments**

Bridgerland Technical College's associate VP for finance & facilities, under the direction of the college president and the college Board of Trustees, invests the college funds in the Utah Public Treasurers' Investment Funds (UPTIF) and follows the rules of the Utah System of Higher Education, the State Money Management Act, and the rules of the State Money Management Council. Quarterly investment reports are provided to the college president and the board. This file was available as a link.

##### **B. Calendar/Happenings**

- Calendar available at [btech.edu/event-calendars](https://btech.edu/event-calendars)
- December 7: General Graduation @ Ridgeline High School, 6 p.m.
- Board Meeting Dates
  - March 18, 2024
  - June 24, 2024
  - August 26, 2024

##### **C. Other Items**

Monica Holdaway praised Owen LaReaux for teaching a class on artificial intelligence. He works at BTECH in the Information Systems department, so teaching is not something he typically does. She said he did a fantastic job with the class. In addition Monica said her daughter just finished the C.N.A. class and had a great experience. She really enjoyed Leta Allen as a teacher.

Nancy Kennedy said BTECH hosted the I Love You Guys safety training, which she attended. She said it was incredibly well done.

**Item 10**

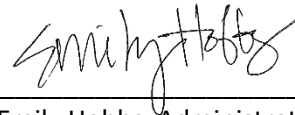
**Adjournment**

The meeting adjourned at 5:30 p.m.

**Item 11**

**Tour of Health Sciences Building**

Upon conclusion of the Board meeting, interested members participated in a tour of the new building.



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Emily Hobbs, Administrative Chief of Staff

NUMBER: 323

SUBJECT: EMPLOYEES WITH DISABILITIES

APPROVAL DATE OF LAST REVISION: JANUARY 24, 2011; JUNE 22, 2020

SOURCE(S): THE REHABILITATION ACT OF 1973, AMERICANS WITH DISABILITIES ACT (ADA).

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### **323.1 – POLICY**

Bridgerland Technical College (BTECH) is committed to equal employment opportunity and nondiscrimination. The college provides effective, reasonable accommodations for ensures full right of access for persons with disabilities to enhance workplace productivity and provide equal employment opportunities. to all terms and conditions of employment, services, programs, and activities. Employees and candidates for employment will be treated based on their ability to perform essential job functions, with or without reasonable accommodation.

Consistent with this policy, the college is dedicated to:

- recruit, hire, and promote on the basis of qualifications without discrimination;
- ensure that decisions affecting employees are made without discrimination including, but not limited to, decisions concerning compensation, benefits, job assignments, training, opportunities for advancement, and performance evaluation; and
- make reasonable accommodations, as necessary, to enable an otherwise qualified individual with a disability to successfully perform the essential functions of the job.

### **323.2 – DEFINITION**

#### **323.2.1 – DISABLED PERSON**

Under the ADA, a person with a disability is defined as a person who:

- has a physical or mental impairment that substantially limits one or more major life activities,
- has a record of such an impairment; or
- is regarded as having such an impairment.

#### **323.2.2 – OTHERWISE QUALIFIED EMPLOYEES**

For employees, college policy protects "qualified employees with disabilities." The term "qualified" means that you satisfy the skill, experience, education, and other job-related requirements of the position sought or held, and can perform the essential job functions of the position, with or without reasonable accommodation.

An "otherwise qualified" individual with a disability is defined as one whom either: "...with or without reasonable modification to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by a public entity."

### **323.3 – PROCEDURES**

Employees should contact the appropriate administrative authority (any vice president) for advice and/or assistance in implementing this policy. Employees who require modification accommodation are responsible for disclosing disability-related information and making a reasonable request. requesting reasonable accommodation. Decisions regarding accommodation will be made in consultation with the employee, the supervisor, department head, ADA coordinator, and appropriate individuals inside and outside BTECH. The Utah Department of Administrative Services, Division of Risk Management, requires that no requests for accommodation may be denied without consulting them and their specialist. Accordingly, BTECH's ADA Coordinator follows that requirement. Employees must be able to perform the essential functions of the job with or without reasonable accommodation. If reasonable accommodation does not enable the employee to perform the job adequately, the employee may be judged to be not qualified for the position. The reasonableness of any accommodation will be evaluated on a case-by-case basis.

NUMBER: 323

SUBJECT: EMPLOYEES WITH DISABILITIES

APPROVAL DATE OF LAST REVISION: JANUARY 24, 2011; JUNE 22, 2020

SOURCE(S): THE REHABILITATION ACT OF 1973, AMERICANS WITH DISABILITIES ACT (ADA).

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Employees who need accommodations are responsible for disclosing (self-identifying) disability-related information and requesting reasonable accommodations from the HR department. Decisions regarding accommodations may be made in consultation with the employee, HR, supervisor, department head, ADA Coordinator, and Utah Division of Risk Management, as necessary. Accommodations are determined on an individual basis and may vary depending on the nature of the job requirements.

When the HR department deems it necessary, employees will be given an ADA medical request form to be completed and submitted to the HR department by an appropriate medical professional. This form must clearly state the nature of the disability and the limitations presented by the condition. This information is used in determining which services and 'reasonable and effective' modifications should be provided.

#### **323.3.1 – APPLICATION STEPS**

- Employee meets with the HR department to disclose their disability.
- Employee obtains an ADA medical request form to be completed and submitted by an appropriate medical professional.
- The HR department reviews requests, determines reasonable accommodations, and maintains requests in the employee's personnel file.
- The employee will be informed of the HR department's decision regarding reasonable accommodations.

Potential modifications include, but are not limited to, making facilities accessible, adjusting work schedules, restructuring jobs, reallocation or redistribution of nonessential job functions, providing assistive devices or equipment, modifying the work site, providing breaks for lactating, and others as indicated by the specific disabling condition.

All Any complaints related to issues of disability should follow Policy 325 Employee Grievance. be referred to the appropriate administrative authority (any Vice President) or the ADA Coordinator.

#### **323.4 – RESPONSIBILITIES**

##### **323.4.1 – DEPARTMENT HEADS AND SUPERVISORS**

Department heads and supervisors are responsible for communicating this policy to employees within their department and ensuring that the policy is always adhered to. Department heads and supervisors will refer employees who disclose a disability or request accommodation to BTECH's HR department. ADA coordinator.

##### **323.4.2 – ADA COORDINATOR HR DEPARTMENT**

BTECH's ADA coordinator HR department is responsible for documenting all requests for reasonable accommodations and maintaining confidential records on each contact. If an employee is determined to be a qualified person with a disability, the reasonableness of the request will be evaluated, or alternative accommodations will be explored. Decisions regarding accommodation will be made in consultation with the Utah Division of Risk Management, the employee, and appropriate personnel within and outside the college.

NUMBER: 323

SUBJECT: EMPLOYEES WITH DISABILITIES

APPROVAL DATE OF LAST REVISION: JANUARY 24, 2011; JUNE 22, 2020

SOURCE(S): THE REHABILITATION ACT OF 1973, AMERICANS WITH DISABILITIES ACT (ADA).

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HR Manager:  
Tiffany Jensen  
1301 North 600 West  
Logan, UT 84321  
[tjensen@btech.edu](mailto:tjensen@btech.edu)  
(435) 750-3176

### **323.4.3 – EMPLOYEES**

Employees may request an accommodation at any time during the application process or while employed. In general, a request for accommodation should occur when, due to a disability, a workplace barrier prevents an employee from competing for a job, performing a job, or gaining equal access to a benefit of employment. As a practical matter, it is better to request an accommodation before job performance suffers or conduct problems occur because accommodations are not retroactive. Employees do not have to rescind discipline that occurred before they knew about an employee's disability.

Employees with disabilities are responsible for requesting (self-identifying) the need for reasonable accommodations. Anyone requesting modifications must follow the college's process and provide the requested documentation for review.

An employee who disagrees with the college's final determination concerning reasonable accommodation has the right to file a complaint following Policy 305 *Discrimination Complaints*.



NUMBER: 350

SUBJECT: PROFESSIONAL DEVELOPMENT &amp; EDUCATIONAL BENEFITS (TUITION REDUCTION)

APPROVAL DATE OF LAST REVISION: JANUARY 24, 2011; JUNE 17, 2019; MARCH 21, 2022; JUNE 26, 2023

PAGE 1 OF 4

SOURCE(S): COUNCIL ON OCCUPATIONAL EDUCATION (STANDARD 8); USHE EMPLOYEE SCHOLARSHIP

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**350.1 – POLICY**

Bridgerland Technical College (BTECH) encourages all faculty and staff to continue their educational and professional development. To assist in that regard, the college has established several educational benefit programs. Each program has unique eligibility and participation requirements.

**350.2 – PROCEDURES****350.2.1 – PROFESSIONAL DEVELOPMENT**

College faculty are expected to participate in professional development and growth opportunities to remain current in their technical fields and instructional techniques. The college encourages employees to:

- Attend in-service training opportunities planned and provided annually at no cost by the college.
- Attend continuing education or Custom Fit courses offered through the college.
- Participate in professional organizations related to their work assignment as a means to promote current industry practices.
- Attend training and conferences provided by the Utah System of Higher Education (USHE).
- Maintain relationships with professionals from business and industry.
- Attend conferences, seminars, or courses related to their program and/or accrediting/licensing/regulatory bodies.

Employees may request approval through their supervisor ~~for to attend~~ education, training, ~~attendance at~~ seminars, workshops, conferences, or other events that provide opportunities to gain additional knowledge and skills related to their position at the college. Supervisors may authorize payment for reasonable costs associated with professional growth events to be charged to the respective department budget using an approved purchase order or an appropriately approved Travel Authorization and Advance Request Form.

Employees are encouraged to submit documentation of professional growth participation to Human Resources (HR) to ~~will-~~ be ~~tracked and~~ kept on file at the college.

**350.2.2 – EDUCATIONAL BENEFITS****350.2.2.1 – BRIDGERLAND TECHNICAL COLLEGE COURSES**

- A. Eligible employees may enroll in BTECH courses at a 50% reduced tuition rate. There is no provision for a reduction of fees. This reduction is for certificate-seeking courses only.
- B. Bridgerland Technical College Continuing Education Foundation and Bridgerland Innovation Foundation courses are offered on a self-sustaining basis (the cost of providing the course is covered through user charges); therefore, college employees or family members are subject to the published charge for the respective course.
- C. ~~Eligible employees can participate immediately upon being hired. Employees are eligible for participation immediately upon being hired. Level 3 benefits-eligible, level 2 hourly, full-time employees, and level 1 hourly, part-time employees~~
- D. ~~Benefits-eligible (level 3), hourly full-time (level 2), and hourly part-time (level 1) employees~~ are eligible to participate. Continuing Education faculty and staff that are not otherwise employed by the college ~~are not eligible~~.
- E. Dependent children and the employee's spouse qualify for this benefit immediately after the related employee has been employed in a ~~level 3 benefits-eligible and level 2 hourly, full-time benefits-eligible (level~~

NUMBER: 350

SUBJECT: PROFESSIONAL DEVELOPMENT & EDUCATIONAL BENEFITS (TUITION REDUCTION)

APPROVAL DATE OF LAST REVISION: JANUARY 24, 2011; JUNE 17, 2019; MARCH 21, 2022; JUNE 26, 2023

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SOURCE(S): COUNCIL ON OCCUPATIONAL EDUCATION (STANDARD 8); USHE EMPLOYEE SCHOLARSHIP

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- 3) and hourly full-time (level 2) position. ~~Level 1 hourly, part-time~~ Hourly part-time (level 1) employee's spouse and dependent children are not eligible.
- F. Spouses and dependent children of deceased employees, who were eligible when the employee died, will continue to be eligible under the provisions of this policy.
  - G. Retirees, their spouses, and dependent children (under age 26) qualify when the retiree meets the minimum definition of retirement as stated in Policy 349 *Early Retirement Incentives – Benefits-Eligible Employees*.

Those applying for a tuition reduction must complete and submit an Application for Tuition Reduction found at the end of this policy. Upon HR approval, tuition reduction will be applied to the applicant's account when they register for subsequent courses. When an applicant is no longer eligible for this benefit, they are required to inform Student Services.

#### **350.2.2.2 – USHE EMPLOYEE SCHOLARSHIP**

In accordance with the Utah Board of Higher Education, a USHE institution employee, who attends a different institution as a student, is eligible to apply for a scholarship of up to 50% of tuition and fees. Applicants must pursue a program of study leading to a certificate, degree, or other credential related to their current job duties. Due to limited funding, applicants must reapply to the scholarship annually if they wish to continue receiving the award in another academic year.

#### **350.2.3 – LIMITATIONS**

Courses taken by employees during regular working hours may not interfere with the operation of the employee's department. Employees taking courses during regular working hours must have the permission of the employee's supervisor or department head. Regular hours of work missed by employees for class attendance must be made up during the same week in which they are missed. Qualified employees are not restricted by the limitations above for courses taken during non-working hours.

#### **350.2.4 – ADMISSION AND REGISTRATION**

Individuals who want to participate in the educational benefits must apply and be accepted for admission following regular admission guidelines and registration procedures of the institution they wish to attend. For BTECH courses, Student Services will verify employee eligibility with the HR department.

#### **350.2.5 – TERMINATION WHILE ATTENDING PROGRAM**

Employees who terminate employment with the college for reasons other than retirement or death disqualify themselves, their spouses, and dependent children from participating in future educational benefits programs. When employment ends, the employee, spouse, or dependent child who is in the process of taking a course with reduced tuition under the guidelines of this policy will be allowed to complete that course. Any future courses taken will require payment of the full applicable tuition costs.

Employees on leave without pay (LWOP) for more than six months do not qualify for the benefits described in this policy. Spouses and dependent children of employees on LWOP are also disqualified from the educational benefits.

NUMBER: 350

SUBJECT: PROFESSIONAL DEVELOPMENT & EDUCATIONAL BENEFITS (TUITION REDUCTION)

APPROVAL DATE OF LAST REVISION: JANUARY 24, 2011; JUNE 17, 2019; MARCH 21, 2022; JUNE 26, 2023

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SOURCE(S): COUNCIL ON OCCUPATIONAL EDUCATION (STANDARD 8); USHE EMPLOYEE SCHOLARSHIP

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**350.2.6 – FINANCIAL LIMITATIONS**

If a tuition waiver has been awarded to an employee, spouse, or dependent child, the maximum allowable benefit available when the waiver is combined with the benefits described in this policy is 50% of tuition. If the general tuition waiver exceeds 50%, then the employee, spouse, or dependent child may not use the reduced tuition benefit described in this policy.

This limitation does not apply to special scholarships specifically identified for the benefit of the individual by the source of the scholarship.

**350.2.7 – TAXATION**

Certain educational benefits received by employees, their spouses, and dependent children may be taxable under current IRS rules. If the IRS rules all or a portion of these benefits are taxable, Bridgerland will add the value of the benefit received to the employee's income and will withhold appropriate taxes for the amount of the benefit.

**350.2.8 – RESPONSIBILITY**

A. **DEPARTMENT HEADS AND SUPERVISORS**

Department heads and supervisors are responsible for administering this policy for employees within their departments while considering the overall needs of the department.

B. **EMPLOYEES**

Employees are responsible for getting permission from their supervisors to take advantage of the educational benefits. If taking courses during regular working hours, employees need to coordinate course times with supervisors to reduce interference with the operation of the department.



# Application for Tuition Reduction

Bridgerland Technical College employees, their spouses, and dependent children are eligible for a 50% tuition reduction according to Policy 350. This does not apply to continuing education faculty or hourly part-time spouses or dependent children. Tuition reduction is contingent upon HR approval. Please contact HR for questions or concerns.

## APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_

Relationship to BTECH Employee:  Employee  Spouse  Child  Retiree

Program: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

*I certify that I am eligible for a tuition reduction according to Policy 350. In the event I am found ineligible, I agree to notify Student Services and pay the full amount of tuition for classes taken.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

.....

## EMPLOYEE INFORMATION

Employee Name: \_\_\_\_\_

Department: \_\_\_\_\_ ID Number: \_\_\_\_\_

*I confirm that the information above is accurate, and the applicant is entitled to a tuition reduction according to Policy 350. I understand that if I knowingly file misleading information or fill out a request for an individual who does not qualify, I may be subject to adverse employment action, including termination.*

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

HR Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**INSTITUTION: Bridgerland Technical College**

**DATE: 9/30/2023**

**SUBMITTED BY: Wendy Finley**

**USHE - REPORT OF CASH, CASH EQUIVALENTS, AND INVESTMENTS**

**ALL FUNDS - AS OF September 30, 2023**

CATEGORY OF ASSET	DESCRIPTION OF ASSET	NAME OF BANK OR ISSUER	ACQUISITION DATE	MATURITY DATE	TOTAL FAIR VALUE	ENDOWMENT FUNDS AMT	FOUNDATION FUNDS AMT	ALL OTHER FUNDS AMT
Cash Per Books	Cash Per Books	N/A	N/A	N/A	5,300	-	-	-
					5,300	-	-	-
Savings Accounts	Checking Checking FA	Wells Fargo Wells Fargo	00/00/00 00/00/00	00/00/00 00/00/00	266,897	-	-	-
					8,417	-	-	-
					275,314	-	-	-
Utah PTIF Accounts	Savings	UPTIF	00/00/00	00/00/00	13,459,061	-	-	-
					13,459,061	-	-	-
TOTAL FAIR VALUE					13,739,676	-	-	-

*To the best of my knowledge, Bridgerland Technical College investments are in compliance with the State Money Management Act, the rules of the State Money Management Council, and the Regents Policy R541 Management and Reporting of Institutions Investments*

Wendy Finley 11/28/2023  
Wendy Finley, Budget Director Date