



Uintah Basin Technical College
College Board of Directors Meeting
Roosevelt Campus
November 29, 2023

BOARD of TRUSTEES PRESENT

Tim Negus, Chair
Danelle Brinkerhoff, Vice Chair
Aaron Brown
Robin McClellan
Gina Gagon (virtual)
Dave Ryan
Greg Gardiner
Charles Card
Annette Meier

STAFF PRESENT

Aaron Weight, College President
Keith Sprouse, Senior Financial Advisor
Michiel Bostick, Vice President of Instructional Services
Kyla Allred, Vice President of Executive Relations
Pamela Cochran, Executive Assistant to the President's Office
Jason Rasmussen, IT Specialist
Jason Johnson, Vice President of Administrative Services
Hilary Price, Human Resource Manager
Stephanie Carter, Vice President of Marketing and Communications
Heather Lowry, Chief Development Officer
Seth Taylor, Director of Energy Services
Pepper Scott, CDL Faculty Member

ABSENT

Mindy Karren
Mark Thacker

PUBLIC

Kim Ziebarth, Associate Commissioner of Higher Education (virtual)
Zac Whitwell, Department of Workforce Services Associate Director
Eric Petersen (virtual)

I. INTRODUCTION

Welcome/Pledge of Allegiance

Chair Negus welcomed attendees and called the meeting to order at 3:00 PM. Chair Negus led the Pledge of Allegiance.

Student of the Month

Vice President Carter recognized UBTech's September, October, and November Students of the Month; Ayden Stratz, Aleena Sharp, and Jaygen Stubbs.

Events Calendar

Reviewed with no discussion.

II. STUDENT OF THE YEAR

Introduction of FY24 Student of the Year Koda Allred

Vice President Carter introduced Koda Allred who then shared his UBTech education experiences that led to him becoming the student of the year.

III. PROGRAMMATIC EDUCATION

Advanced Energy Transportation

Director Taylor introduced the Advanced Energy Transportation program to the Board. He spoke to the foundational need for crude oil haulers in the Uintah Basin. Faculty Member Scott shared data of the amount of crude oil transported daily and what is being done to address future needs.

IV. UBTECH CONNECTIVITY AWARD

The Department of Workforce Services received the UBTech Connectivity Award, presented by President Weight. Associate Director Zac Whitwell was in attendance to receive the award.

V. USHE SYSTEM UPDATES

Associate Commissioner Ziebarth shared a PowerPoint reviewing institutional roles and future program approval processes anticipated to be adopted by the Board of Higher Education in early Spring 2024.

VI. ACTION ITEMS

Consent Calendar

Chair Negus reviewed items listed under the Consent Calendar, which included:

1. Minutes of September 27, 2023, Board of Trustees Meeting
2. Financial Report as of October 31, 2023
3. Membership Hour Report as of October 31, 2023
4. Marketing Report/Media Publications
5. Personnel Report
6. Custom Fit Report

A motion was made by Trustee Brown to approve the Consent Calendar. Trustee McClellan seconded the motion. Motion carried unanimously.

Policy Revision/Adoption

Policy Committee Chair Brinkerhoff presented three revised policies; (1) 405-Sick Leave Policy, (2) 406-Vacation Benefit Policy, and (3) 506-Property and Equipment Policy.

Following the review, a motion was made by Trustee Gardiner to approve the revised policies. The motion was seconded by Trustee Ryan. The motion carried unanimously.

New Program Approvals

Vice President Bostick presented the Commercial Driver's License Class B program for approval. Trustee Ryan made a motion to approve the new program. Trustee Meier seconded the motion. The motion carried unanimously.

Vice President Bostick presented the Oil and Gas Representative-Workover program for approval. Trustee Ryan made a motion to approve the new program. Trustee Meier seconded the motion. The motion carried unanimously.

FY25 Calendar

Vice President Bostick reviewed the FY25 calendar and sought board approval.

Vice Chair Brinkerhoff moved to approve the FY25 Calendar. The motion was seconded by Trustee Gardiner. The motion carried unanimously.

VII. INFORMATION/DISCUSSION ITEMS

Central Cove Preschool

Uintah School District Superintendent Rick Woodford shared a PowerPoint and presented plans for the new Central Cove Preschool to be built next to Utah State University Uintah Basin Vernal Campus. He shared the building layout, functionality, and purpose of the building.

Regional Economic Data Report

DWS Associate Director Zac Whitwell provided a PowerPoint presentation on regional labor market demands statistics and held a discussion on workforce statistics.

Policy Committee Report

Committee Chair Brinkerhoff stated there was nothing additional to report.

Fiscal Committee Report

Committee Chair McClellan stated the committee met virtually November 10th where the internal audit, proposed budget, and employee stipend were discussed.

UBTech Way Committee Report

Committee Chair Meier stated the committee met virtually October 18th. She reported on the success of the UBTech Foundation Golf Tournament, Student of the Year Banquet, Trees for Charity, and Enchanted Forest events. Board trustees were invited to attend upcoming events.

Committee Chair Meier also shared the positive experience she had attending the National SkillsUSA competition in Atlanta last June 2023.

Instruction & Student Affairs Committee Report

Trustee Gagon stated the committee met and program approvals were discussed.

President's Report

President Weight shared a preview of the 2024 legislative requests. An RFA ran by Representative Christine Watkins for a mobile training unit to benefit UBTech will be presented in the 2024 legislative session. It is anticipated that due to a lack of growth in State income tax funds, it will be a lean funding year. President Weight also shared UBTech does not qualify for growth funding under the State model this year and no equipment requests will be pushed forward during this legislative session.

President Weight shared the eleven institutional presidents with technical education responsibilities in the State recently shared their priorities to the State Board. They are to: (1) Preserve flexibility for technical colleges to stay nimble and meet regional workforce demands, (2) Evaluate, revise, and align performance funding measures, growth and capacity funding metrics, and capital development funding allocations, and (3) Address the need for viable student information systems as shared services that accommodate all institutions.

President Weight presented the FY23 performance funding outcomes and discussed the new FY24 goals which are: (1) high-yield of .05%, and (2) timely completion to maintain the previously achieved 5-year goal of 65.2%.

President Weight stated an employee Christmas bonus will be given this year.

VIII. CLOSED SESSION

The Board did not elect to go into closed session.

IX. ADJOURN

Chair Negus asked for a final motion. Trustee McClellan made a motion to adjourn. The motion was seconded by Trustee Brown. The motion carried unanimously.

The meeting adjourned at 5:35 PM.