



**BRIDGERLAND  
TECHNICAL  
COLLEGE**  
btech.edu

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

**MARCH 24, 2025, 4 P.M.  
1301 NORTH 600 WEST, LOGAN, UTAH**

**MINUTES**

**~ DRAFT ~**

**Board Members Attendance**

Jennifer Avery – Logan Regional Hospital, Logan  
Karina Brown – Cache County Executive Office, Nibley (virtual)  
Matt Chowning – Paragon Medical, Smithfield  
Lisa Clawson – Great Harvest Bread, Paradise  
Jack Draxler – Draxler Appraisal Services, Inc., North Logan  
Monica Holdaway – Box Elder Chamber of Commerce, Brigham City  
Nancy Kennedy – Box Elder School District, Brigham City  
Richard Lamb – Rich School District, Garden City  
Paul Nelson – Northrop Grumman, Providence  
Mark Smoot – Entrepreneur/Owner, Garden City  
Larry Williams – Logan School District, Logan

**Board Members Excused**

Kathy Christiansen – Cache County School District, Smithfield  
John Ferry – Utah State University Board of Trustees, Corinne

**Bridgerland Technical College Attendance**

K. Chad Campbell, President  
Brandi Gittins, VP for Administrative Services and Chief Financial Officer  
Emily Hobbs, Administrative Chief of Staff  
Renee Milne, VP for Student Services  
Lisa Moon, Executive VP for Instruction and Chief Instructional Officer

**Bridgerland Technical College Excused**

Jennifer Tenhoeve, Director of Continuing Education

**Guest(s)**

Karen Cronin, Box Elder School District  
Wes Marler, BTECH  
Jeremy Shaw, USHE  
Kim Ziebarth, USHE

**Item 1**

**Welcome & Pledge of Allegiance**

Paul Nelson 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**

**Approval of Minutes**

**ACTION:** Motion was made by Nancy Kennedy for the approval of minutes from the December 9, 2024, Board meeting. Richard Lamb seconded. Motion carried.

**Item 3**

**Audit Committee Report –**

**Audited Annual Financial Report for the Year Ended June 30, 2024**

The Bridgerland Technical College Audited Annual Financial Report for the year ended June 30, 2024, along with the Government Auditing Standards (GAS) report on internal control and the auditors' required communications were available for review. Jack Draxler, Audit Committee Chair, reported that the auditors from the Office of the Utah State Auditor participated in a video conference call with the Audit Committee meeting prior to the board meeting. There were no findings, no misstatements/corrections, no recommendations, and no unusual transactions. He shared that the auditors expressed appreciation for the college, saying, "We love working with the BTECH team—it's a breath of fresh air for auditing." Jack congratulated the Accounting department and thanked them for their hard work.

Controller Wes Marler, the person responsible for external financial reporting at the college, discussed the audit results and responded to questions and comments from the board. He emphasized that the college's financial practices are guided by a focus on serving students.

**ACTION:** Lisa Clawson made a motion to accept the Audited Annual Financial Report for the year ended June 30, 2024. Matt Chowning seconded. Motion carried.

**Item 4**

**Tuition and General Fees**

Brandi Gittins said BTECH is not proposing or recommending a tuition rate increase. Therefore, the proposed tuition rate will remain at \$95/credit for FY 2025-2026. Based on the Utah Board of Higher Education's Policy R516 *General Student Fees*, section R516-5, technical colleges are not authorized to charge general student fees. Accordingly, no general student fees exist at BTECH. Jack Draxler commended the college for not increasing tuition.

**Item 5**

**Course and Program Fees for Postsecondary Students**

In accordance with the Utah Board of Higher Education's Policy R517 *Course and Program Fees*, the BTECH Board of Trustees shall at least annually review the recommendations of the institution's course and program fee committee for requests to establish, revise, or repeal course and program fees. The proposed postsecondary student fees were provided for the board's information and review. The yellow highlight marks fees that changed by more than 20%, while the green highlight indicates new fees.

The Utah Board of Higher Education has established Financial Value as a strategic priority. To support that priority, institutions and boards of trustees should consider the impact course and program fees have on the cost of attendance.

March 24, 2025

In addition to board-approved tuition, institutions may assess course-based and program-based fees. Course and program fees may be instituted to cover direct costs essential to the educational outcomes for specific course or program offerings. These fees often include materials that cannot be purchased by individual students or for which bulk purchases reduce the cost to students (i.e., course materials, tooling, uniforms, laundry, testing, off-site instructional activities, supplies used in instruction; instructional equipment; student licensure and certifications; maintenance of laboratory equipment, computer software, subscriptions, etc.)

USHE Policy R517-6 *Delegation of Authority to Establish Course Fees* states, "The board delegates to the boards of trustees the responsibility to review, approve, adjust, and repeal course fees and program fees."

**ACTION:** Motion was made by Jack Draxler to approve the course and program fees for postsecondary students for FY 2025-2026. Richard Lamb seconded. Motion carried.

#### **Item 6**

##### **Course and Program Fees for Secondary Students**

Renee Milne reviewed the proposed secondary student fees, which had minimal changes (see attached). The yellow highlighted fields indicate changes. Course offerings with the associated fees will be available online after July 1. School district representatives on the BTECH Board of Trustees are encouraged to notify the board of education president of their respective districts of the approved fee schedule. In addition, Student Services will provide the approved fee schedule to each public high school and the charter/private schools in the geographic area served by the college.

**ACTION:** Motion was made by Nancy Kennedy to approve the course and program fees for secondary students for FY 2025-2026. Lisa Clawson seconded. Motion carried.

#### **Item 7**

##### **Program Review and Changes**

Lisa Moon explained the college continues to move forward with the Utah Board of Higher Education Initiative of aligning technical certificate programs across the State of Utah. Faculty representatives meet annually to create and/or modify program names, lengths, and descriptions. Included for Board information and review were proposed program changes with an effective implementation date of July 1, 2025:

- Advanced Emergency Medical Technician - length change 180 hours/6 credits
- Construction Technology - length change 630 hours/21 credits
- Control Systems and Robotics - renamed program (Controls Engineering Technology)
- Data Technology - renamed program (Data Analytics) and a CIP change to 11.0301
- Firefighter - renamed program (Fire and Rescue Services)
- Interior Design - length change 960 hours/32 credits and a CIP change to 19.0605
- Law Enforcement Officer – new program 360 hours/12 credits (Approved March 2024)
- Meat Services – length change 690 hours/23 credits
- Phlebotomy – program deletion
- Police Academy – program deletion
- Software Development – CIP change to 15.1204
- Veterinary Assisting – renamed program (Animal Sciences)

March 24, 2025

Once approved by the Board of Trustees, the application for final approval will be forwarded to the Council on Occupational Education (COE). Kim Ziebarth shared that she plans to gather input from the Board of Trustees to help with future improvements to the program approval process.

**ACTION:** Motion was made by Monica Holdaway to approve the programs and changes as outlined. Mark Smoot seconded. Motion carried.

### **Item 8**

#### **Legislative Update**

President Campbell provided the following update regarding the 2025 General Session of the Legislature:

#### **Operating Budget**

Administration requested support to prepare the FY 2025-2026 Operating Budget utilizing the following appropriated funding in accordance with the budget request approved by this board and the Utah Board of Higher Education before the session:

- Compensation and benefits – \$632,400 funded
  - Approximately 2.5% for discretionary adjustments (\$412,100)*
  - Approximately 5.0% for health insurance adjustments (\$220,300)*
  - Approximately 6.9% for dental insurance adjustments (included with Health)*
- Performance measure funding – \$338,400 funded
- Growth funding – \$850,000 funded
- One-time equipment – through USHE – to be determined

In addition, the college sought support to prepare the budget with a cost-of-living adjustment under the direction provided by the commissioner and legislative language.

#### **Bills of Interest**

As is always the case, a number of bills were passed during the 2025 General Session of the Legislature that have an impact on higher education institutions, including Bridgerland Technical College. Noteworthy bills include:

- HB 265 Higher Education Reinvestment Program
- HB 260 First Credential Program
- HB 447 Statewide Catalyst Campus Model
  - The board discussed HB 447 and its connection to HB 260, both of which emphasize collaboration with local school districts and, where appropriate, degree-granting institutions. The legislation encourages coordination while discouraging duplication of programs already offered by technical colleges.
  - President Campbell shared that he has met with local school district superintendents to secure their commitment to collaborate. An MOU for the Center for Advanced Professional Studies (CAPS) lease at the West building—intended to support co-location efforts—will be presented at a future meeting.
  - The board engaged in a robust discussion to better understand the CAPS model, the funding appropriated through HB 447, and how to ensure that district-level initiatives complement rather than duplicate technical college offerings. Board members expressed support for Administration's proactive approach.

- Lisa Clawson emphasized the importance of marketing technical college options to parents to increase awareness and strengthen program visibility.
- SB 330 Cosmetology Modifications
- HB 40 School Safety Amendments

### **Capital Facility Projects**

The legislature made a fairly significant change in its approach to capital facility project funding during this session. It seems too early to tell if this was a one-time approach or if there are going to be substantial changes to the way capital facility projects are approved and prioritized in the future. The Executive Appropriations Committee (EAC) enacted a number of reductions in order to fund committee priorities; this included a recommendation to reduce appropriations to the Higher Education Capital Projects Funds by \$87.5 million ongoing in FY26. While this reduction may decelerate future institutional dedicated projects, the System will be exploring alternative capital development and funding frameworks over the interim.

In response to this change, it appears that BTECH will be forced to change its approach to remodeling, renovating, and repurposing the Main Building. Rather than using SB 102 dedicated project funding over a series of phases, the college will be preparing to submit a “Non-Dedicated” capital development request that will update the existing facilities along with the addition of some new adjacent space.

**ACTION:** Motion was made by Nancy Kennedy to approve proceeding with the operating budget as outlined above. Jack Draxler seconded. Motion carried.

### **Item 9**

#### **FY 2024-2025 Strategic Planning Evaluation Results (Bi-Annual)**

Administration created the Strategic Planning Evaluation Results document to provide a timely evaluation of progress toward achieving the objectives in the Strategic Plan. This evaluation allows the college to celebrate successes and achievements primarily from July 2024 to December 2024. Emily Hobbs reviewed the report and answered questions as appropriate.

### **Item 10**

#### **Closed Session**

**ACTION:** Nancy Kennedy made a motion to close the open meeting as provided in Utah Code 52-4-204 and 205, for the purpose of discussing the character, professional competence, or physical or mental health of an individual; impending litigation; or the sale of real property. Richard Lamb seconded.

A roll call vote was conducted:

Jennifer Avery – Yes	Monica Holdaway – Yes
Karina Brown – Yes	Nancy Kennedy – Yes
Matt Chowning – Yes	Richard Lamb – Yes
Lisa Clawson – Yes	Paul Nelson – Yes
Jack Draxler – Yes	Mark Smoot – Yes

The motion to close the open public meeting was unanimously passed at 5:50 p.m. with at least a two-thirds vote. Paul reminded the board that a "public body may not take a vote in a closed meeting."

Motion was made by Nancy Kennedy to return to the open public meeting at 5:57 p.m. Lisa Clawson seconded. Motion carried.

**Item 11**

**Information Items**

**A. Management of College Investments**

Bridgerland Technical College's VP for administrative services and chief financial officer, 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 other qualified investments 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. The Accounting department creates monthly investment reports to be submitted to the college president and the Board of Trustees. This file, which includes October 2024, November 2024, and December 2024, is available as a link.

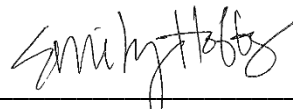
**B. Calendar/Happenings**

- Calendar available at [btech.edu/event-calendars](https://btech.edu/event-calendars)
  - March 31-April 4: Closed for Spring Break
  - April 23 & 24 @ Cache County Events Center 7:30 p.m.: Fashion Show
  - April 30 & May 1: Career Days
  - June 7: Graduation @ Logan High School
- Board Meeting Dates
  - June 23, 2025 @ 4 p.m.
  - August 25, 2025 @ 4 p.m.
  - December 8, 2025 @ 4 p.m.

**Item 12**

**Adjournment**

The meeting adjourned at 6 p.m.



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Emily Hobbs, Administrative Chief of Staff



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BOARD OF TRUSTEES  
INSTITUTIONAL ADVISORY COMMITTEE**

**MARCH 24, 2025, 4 P.M.  
1301 NORTH 600 WEST, LOGAN, UTAH**

**AGENDA**

WIFI PASSWORD: redtwizzlers

[BTECH.EDU/ABOUT-US/GOVERNING-BOARD/BOARD-MEETINGS/](https://btech.edu/about-us/governing-board/board-meetings/)

**Item 1**

**Start Recording: State Date, Time, Place of Meeting, and Members Present**

**Pledge of Allegiance & Welcome**

**Item 2**

**Approval of Minutes**

Minutes from the December 9, 2024, Board meeting are available online for review and subsequent approval.

**ACTION:** Recommend approval of the minutes.

**Item 3**

**Audit Committee Report –**

**Audited Annual Financial Report for the Year Ended June 30, 2024**

*Jack Draxler, Audit Committee Chair*

*Wes Marler, Controller*

*Brandi Gittins, Vice President (VP) for Administrative Services and Chief Financial Officer*

The Bridgerland Technical College Audited Annual Financial Report for the year ended June 30, 2024, along with the Government Auditing Standards (GAS) report on internal control and the auditors' required communications are now available. Auditors from the Office of the Utah State Auditor are scheduled to participate in a video conference call with the Audit Committee meeting prior to the board meeting to present Bridgerland's audit report and list of required communications. The chair of the Audit Committee will provide the board with a summary of the Audit Committee meeting.

Controller Wes Marler, the person responsible for external financial reporting at the college, will be available to discuss the audit results, the college's financial position, and address any questions or comments the board may have. Bridgerland administration will also be available to address any questions or comments.

**ACTION:** Recommend acceptance of the Audited Annual Financial Report for the year ended June 30, 2024.

**Item 4**

**Tuition and General Fees**

*Brandi Gittins, VP for Administrative Services and Chief Financial Officer*

BTECH is not proposing or recommending a tuition rate increase. Therefore, the proposed tuition rate will remain at \$95/credit for FY 2025-2026. Based on the Utah Board of Higher Education's Policy R516 *General Student Fees*, section R516-5, technical colleges are not authorized to charge general student fees. Accordingly, no general student fees exist at BTECH.

**ACTION:** Recommend no tuition increase and no general fees for FY 2025-2026.

**Item 5**

**Course and Program Fees for Postsecondary Students**

*Brandi Gittins, VP for Administrative Services and Chief Financial Officer*

In accordance with the Utah Board of Higher Education's Policy R517 *Course and Program Fees*, the BTECH Board of Trustees shall at least annually review the recommendations of the institution's course and program fee committee for requests to establish, revise, or repeal course and program fees. The proposed postsecondary student fees are provided for the board's information and review. Please note, the yellow highlight marks fees that changed by more than 20%, while the green highlight indicates new fees.

The Utah Board of Higher Education has established Financial Value as a strategic priority. To support that priority, institutions and boards of trustees should consider the impact course and program fees have on the cost of attendance.

In addition to board-approved tuition, institutions may assess course-based and program-based fees. Course and program fees may be instituted to cover direct costs essential to the educational outcomes for specific course or program offerings. These fees often include materials that cannot be purchased by individual students or for which bulk purchases reduce the cost to students (i.e., course materials, tooling, uniforms, laundry, testing, off-site instructional activities, supplies used in instruction; instructional equipment; student licensure and certifications; maintenance of laboratory equipment, computer software, subscriptions, etc.)

USHE Policy R517-6 *Delegation of Authority to Establish Course Fees* states, "The board delegates to the boards of trustees the responsibility to review, approve, adjust, and repeal course fees and program fees."

**ACTION:** Recommend approval of the course and program fees for postsecondary students for FY 2025-2026.

**Item 6**

**Course and Program Fees for Secondary Students**

*Renee Milne, Vice President for Student Services*

The proposed secondary student fees are provided for the board's information and review. Please note, the yellow highlighted fields indicate changes. Course offerings with the associated fees will be available online after July 1. School district representatives on the BTECH Board of Trustees are encouraged to notify the board of education president of their respective districts of the approved fee schedule. In addition, Student Services will provide the approved fee schedule to each public high school and the charter/private schools in the geographic area served by the college.

**ACTION:** Recommend approval of the course and program fees for secondary students for FY 2025-2026.

**Item 7**

**Program Review and Changes**

*Lisa Moon, Executive Vice President & Chief Instructional Officer*

The college continues to move forward with the Utah Board of Higher Education Initiative of aligning technical certificate programs across the State of Utah. Faculty representatives meet annually to create and/or modify program names, lengths, and descriptions. Included for Board information and review are proposed program changes with an effective implementation date of July 1, 2025:

- Advanced Emergency Medical Technician - length change 180 hours/6 credits
- Construction Technology - length change 630 hours/21 credits
- Control Systems and Robotics - renamed program (Controls Engineering Technology)
- Data Technology - renamed program (Data Analytics) and a CIP change to 11.0301
- Firefighter - renamed program (Fire and Rescue Services)
- Interior Design - length change 960 hours/32 credits and a CIP change to 19.0605
- Law Enforcement Officer – new program 360 hours/12 credits (Approved March 2024)
- Meat Services – length change 690 hours/23 credits
- Phlebotomy – program deletion
- Police Academy – program deletion
- Software Development – CIP change to 15.1204
- Veterinary Assisting – renamed program (Animal Sciences)

College administrative staff will be present at the meeting to explain the proposed changes. Once approved by the Board of Trustees, the application for final approval will be forwarded to the Council on Occupational Education (COE).

**ACTION:** Recommend approval of the programs and changes as outlined.

**Item 8**

**Legislative Update**

*Chad Campbell, President*

A brief update regarding the 2025 General Session of the Legislature will be provided at the meeting.

**Operating Budget**

Administration is requesting support to prepare the FY 2025-2026 Operating Budget utilizing the following appropriated funding in accordance with the budget request approved by this board and the Utah Board of Higher Education before the session:

- Compensation and benefits – \$632,400 funded
  - Approximately 2.5% for discretionary adjustments (\$412,100)*
  - Approximately 5.0% for health insurance adjustments (\$220,300)*
  - Approximately 6.9% for dental insurance adjustments (included with Health)*
- Performance measure funding – \$338,400 funded
- Growth funding – \$850,000 funded
- One-time equipment – through USHE – to be determined

In addition, the college seeks support to prepare the budget with a cost of living adjustment under the direction provided by the commissioner and legislative language.

### **Bills of Interest**

As is always the case, a number of bills were passed during the 2025 General Session of the Legislature that have an impact on higher education institutions, including Bridgerland Technical College. Noteworthy bills include:

- HB 265 Higher Education Reinvestment Program
- HB 260 First Credential Program
- HB 447 Statewide Catalyst Campus Model
- SB 330 Cosmetology Modifications
- HB 40 School Safety Amendments

### **Capital Facility Projects**

The legislature made a fairly significant change in its approach to capital facility project funding during this session. It seems too early to tell if this was a one-time approach or if there are going to be substantial changes to the way capital facility projects are approved and prioritized in the future. The Executive Appropriations Committee (EAC) enacted a number of reductions in order to fund committee priorities; this included a recommendation to reduce appropriations to the Higher Education Capital Projects Funds by \$87.5 million ongoing in FY26. While this reduction may decelerate future institutional dedicated projects, the System will be exploring alternative capital development and funding frameworks over the interim.

In response to this change, it appears that BTECH will be forced to change our approach to remodeling, renovating, and repurposing the Main Building. Rather than using SB 102 dedicated project funding over a series of phases, the college will be preparing to submit a "Non-Dedicated" capital development request that will update the existing facilities along with the addition of some new adjacent space. College administrators will provide more details about the project and seek the Board of Trustees' approval in a future meeting.

**ACTION:** Recommend approval for the college to prepare the budget as outlined above.

### **Item 9**

#### **FY 2024-2025 Strategic Planning Evaluation Results (Bi-Annual)**

*Emily Hobbs, Administrative Chief of Staff*

Administration created the Strategic Planning Evaluation Results document to provide a timely evaluation of progress toward achieving the objectives in the Strategic Plan. This evaluation allows the college to celebrate successes and achievements primarily from July 2024 to December 2024.

**ACTION:** Information item/pleasure of the board.

**Item 10**

**Closed Session**

*Paul Nelson, Board Chair*

According to Utah Code 52-4-204 and 205, a closed meeting will be considered for the purpose of discussing the character, professional competence, or physical or mental health of an individual; impending litigation; or the sale of real property.

**ACTION:** Recommend a Closed Session with 2/3 vote.

**Item 11**

**Information Items**

**A. Management of College Investments**

Bridgerland Technical College's VP for administrative services and chief financial officer, 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 other qualified investments 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. The Accounting department creates monthly investment reports to be submitted to the college president and the Board of Trustees. This file, which includes October 2024, November 2024, and December 2024, is available as a link.

**B. Calendar/Happenings**

- Calendar available at [btech.edu/event-calendars](https://btech.edu/event-calendars)
  - March 31-April 4: Closed for Spring Break
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  - April 30 & May 1: Career Days
- Board Meeting Dates
  - June 23, 2025 @ 4 p.m.
  - August 25, 2025 @ 4 p.m.
  - December 8, 2025 @ 4 p.m.

**Item 12**

**Adjournment**



BRIDGERLAND  
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## TUITION AND FEE SCHEDULE FOR PROGRAMS 2025-2026

### Tuition

Students will pay \$95 per credit hour from July 1, 2025, through June 30, 2026. This is the same tuition rate as last fiscal year. High school students do not pay tuition.

### General Student Fees

In accordance with USHE Policy R516-5, technical colleges are not authorized to charge general student fees.

### Course and Program Fees

In accordance with USHE Policy R517, course and program fees are reviewed and evaluated annually to ensure only the required fees necessary to be successful in the course are charged. These course and program fees are reviewed and approved by Bridgerland Technical College's Board of Trustees.

High School Course	24-25 Consumables Fee (pd at SS)	25-26 Consumables Fee (pd at SS)
AM STEM	-	-
<a href="#">Animal Sciences</a>	\$25 by Tri/Sem	\$25 by Tri/Sem
<a href="#">Automation Technology</a>	-	-
<a href="#">Automotive Service</a>	-	-
<a href="#">Business</a>	-	-
<a href="#">Collision Repair Technology</a>	-	-
<a href="#">Construction Technology</a>	-	-
<a href="#">Cosmetology</a>	-	\$28
<a href="#">Culinary Arts</a>	-	-
<a href="#">Data Analytics</a>	-	-
<a href="#">Dental Assisting</a>	\$7-\$52 per course	\$15-\$65 per course
<a href="#">Diesel Technology</a>	-	-
<a href="#">Digital Design</a>	-	-
<a href="#">Drafting and Design</a>	-	-
<a href="#">Drug Dosages &amp; Calculations</a>	-	-
<a href="#">Electrical Apprenticeship</a>		-
<a href="#">Electronics Technology</a>	-	-
<a href="#">Fashion Merchandising and Development</a>	-	-
<a href="#">Heavy Equipment Operator</a>	-	-
<a href="#">Information Technology</a>	-	\$0-\$384 Optional per certification
<a href="#">Interior Design</a>	-	-
IT STEM	-	-
<a href="#">Machining Technology</a>	\$0-\$128 per year	\$0-\$128 per year
<a href="#">Meat Services</a>	-	-
<a href="#">Medical Assistant</a>	\$0-\$250 per course	\$0-\$250 per course
<a href="#">Medical Terminology</a>	-	-
<a href="#">Nursing Assistant (CNA)</a>	-	\$87-\$117
<a href="#">Nursing Assistant (CNA) (Logan High/Semester)</a>	-	\$87-\$117
<a href="#">Pharmacy Technician</a>	-	\$40-\$80 per course
<a href="#">Pre-Apprentice Plumber</a>	-	-
<a href="#">Real Estate</a>	-	\$20
<a href="#">Software Development</a>		\$40
<a href="#">Welding Technology</a>	-	-
<a href="#">Wildland Firefighter</a>	-	-



**March 6, 2025**

Board of Trustees  
Bridgerland Technical College

**Office of the Commissioner of Higher Education Program Assessment**

In accordance with Utah Code 53B-16-102(5)(b)(ii), this assessment is provided for the proposed Law Enforcement Officer program, which the Bridgerland Technical College Board of Trustees will review for approval.

The Office of the Commissioner of Higher Education (OCHE) evaluates program proposals to ensure they comply with Utah Board of Higher Education policies and statutory requirements. This includes reviewing program alignment with institutional roles, service regions, credential definitions, program approval processes, and technical education standards. The assessment also incorporates peer review feedback into OCHE's analysis and recommendation.

**Program Assessment and Peer Review Feedback**

The proposed Law Enforcement Officer program aligns with Bridgerland Technical College's mission to prepare students for employment. It meets workforce demand and supports higher education pathways through articulation agreements with Weber State University, Snow College, and Utah State University. Peer reviewers endorsed the program, noting its workforce relevance and educational alignment.

**Commissioner's Recommendation**

The Law Enforcement Officer program is recommended for Trustee approval.

**Next Steps and Trustee Actions**

The Board of Trustees will review this proposal and OCHE's assessment to determine whether to approve, defer, or reject the program. If approved, Bridgerland Technical College will notify OCHE, and the program will be placed on the Utah Board of Higher Education's consent agenda for final review.

Please let us know if you have any questions regarding this report.

Sincerely,

A handwritten signature in black ink, appearing to read "Geoffrey Landward", is written over a horizontal line.

Geoffrey Landward, Commissioner of Higher Education  
Utah System of Higher Education

cc: President Chad Campbell, Chief Instructional Officer Lisa Moon

**Attachments:**

- OCHE Program Assessment and Commissioner's Recommendation, including Peer Review Summary and Feedback
- New Program Proposal



# GENERAL REPORT

March 2025

Office of the Commissioner of Higher Education  
Program Assessment

## New Technical Education Program

**Institution:** Bridgerland Technical College

**Program Title:** Law Enforcement Officer

**Requested Credential:** Technical Certificate (12 Credits/360 Clock Hours)

**CIP Code:** 43.0107

### 1. Policy Compliance Overview

#### Policy R312: Institutional Roles and Missions

The program aligns with Bridgerland Technical College's role and mission as a technical college, which includes offering technical certificates under R312-6.1 and Table 1. The program prepares students for law enforcement careers, meeting the criteria for technical education within the institution's scope.

#### Policy R315: Designation of Service Regions

The program is being offered within Bridgerland Technical College's designated service region, ensuring compliance with service area designations.

#### Policy R401: Approval and Modification of Instructional Programs

The program complies with R401-5.3, demonstrating adherence to instructional program approval processes.

#### Policy R402: Certificate and Degree Award Structures

The program meets R402 criteria for a technical certificate with a defined credential structure that includes 12 credits (360 clock-hours). The program's scope fits within the standard parameters of technical education offerings.

#### Policy R403: Short-Term Training

The program was evaluated to determine whether it fits within short-term training defined under R403. Given its length and the requirement for law enforcement certification, it exceeds the short-term training classification and appropriately qualifies as a technical certificate.

#### Policy R404: Technical Education Program Alignment

The program meets R404 alignment standards for program structure, foundational and supplemental coursework, distinctiveness, and unique occupational focus. Graduation requirements, course descriptions, and objectives, are clearly defined and consistent.

## 2. Workforce and Economic Relevance

The program demonstrates alignment with workforce needs.

- **Market Demand:** Police and Sheriff's Patrol Officers have a four or five-star occupational outlook in Utah. Statewide, 5,219 officers are currently employed, with a projected increase to 6,252 officers. The occupation has a projected annual growth rate of 1.98% and 540 annual job openings (source: Utah Department of Workforce Services). In the college's service region, which includes Cache, Box Elder, and Rich counties, local law enforcement agencies report ongoing hiring needs due to retirements, career transitions, and public safety demands.
- **Wage Potential:** The statewide average annual salary for Police and Sheriff's Patrol Officers is \$67,540, with a median hourly wage of \$32.47. Wages in the region are comparable, with variations based on experience, location, and agency requirements (source: Utah Department of Workforce Services).
- **Employer Collaboration:** The program is supported by local law enforcement agencies, including Logan City Police Department, Brigham City Police Department, Cache County Sheriff's Office, Box Elder County Sheriff's Office, and Rich County Sheriff's Office. These agencies participate in the Occupational Advisory Committee, providing input on curriculum and training requirements.

## 3. Duplication of Programs

Potential program duplication was assessed per R312-5.3.1.3, with unnecessary duplication defined under R312-3.14. While institutions are encouraged to minimize duplication, particularly in alignment with designated roles and missions, the Office of the Commissioner of Higher Education (OCHE) is conducting a system-wide evaluation of program duplication, with further analysis expected in the coming months.

Although Utah State University offers a similar Law Enforcement Officer program, it is available exclusively at USU-Eastern, outside Bridgerland Technical College's designated service region. As a result, there is no duplication of programming within Bridgerland's region, ensuring that this program meets regional workforce needs without unnecessary overlap.

## 4. Educational Partnerships

Pathways exist for BTECH students to receive credit toward a degree at Utah State University, Weber State University, and Snow College.

## 5. Institutional Capacity and Resources

The program complies with institutional capacity standards defined in R401 and R404. Bridgerland Technical College has the necessary infrastructure, qualified faculty, and secured financial resources to effectively implement the program without requiring additional facilities, staffing, or funding.

### Criteria Reviewed:

- **Facilities and Equipment:** The program will be offered at the Main Campus—West (W) Building. Existing classroom and training facilities are sufficient, with no additional space or upgrades required. Equipment such as firearms simulation tools, defensive tactics gear, and Radar/Lidar units is already available.
- **Faculty Qualifications:** 1 Full-Time Instructor with POST certification and industry experience (required to complete the Utah POST Instructor Development Training within one year of hire). Additional part-time instructors will be utilized as needed, and all will meet POST certification and law enforcement experience requirements.
- **Financial Feasibility:** Program costs are covered through existing legislative appropriations, with no additional state funding required. Any remaining balance will be addressed through internal reallocation. The program maintains an affordable tuition rate of \$95 per credit, ensuring accessibility.

## 6. Peer Review Feedback

Peer reviewers supported the program, noting its alignment with workforce needs and articulation pathways.

## Conclusion

The Law Enforcement Officer program proposed by Bridgerland Technical College aligns with Utah Board of Higher Education policies R312, R315, R401, R402, R403, and R404. The program addresses workforce needs, provides higher education pathways, and utilizes existing institutional resources.

## Recommendation for Approval

The program is recommended for Trustee approval.

## Attachment

Program Proposal including supporting documentation

## Prepared by

Kim Ziebarth, Associate Commissioner for Technical Education  
Utah System of Higher Education

**BRIDGERLAND TECHNICAL COLLEGE**  
**POSTSECONDARY**  
**EDUCATIONAL PROGRAMS**  
**~ MAIN CAMPUS ~**

Programs listed below are those of the: ☒ Main Campus ☐ Other Campus Location: 1301 North 600 West; Logan, UT 84321

Check appropriate box to indicate method of measuring program length: ☒ Clock Hours ☒ Semester Credit Hours ☐ Quarter Credit Hours

PROGRAM NAME	CIP Code	Cost Center Code	Major Code	USHE Code	Length of Program in Hours		Credential (certificate, diploma, degree)	State Licensure Required	Aligned with USHE
					Clock	Credit			
Advanced Emergency Medical Technician	51.0904	7230	ADVT	TEEM	180	6	Certificate	Y	Y
Automation Technology	47.0303	6070	ATTE	TEAM	900	30	Certificate	N	Y
Automotive Service	47.0604	7580	AUTO	TEAU	600	20	Certificate	N	N
Automotive Service II	47.0604	7580	AUTA	TEAU	600	20	Certificate	N	N
Basic Corrections Officer	43.0107	7210	UBCO	TELE	150	5	Certificate	Y	Y
Business	52.0401	5250	BUSI	TEBP	900	30	Certificate	N	Y
Collision Repair Technology	47.0603	7570	CLRT	TECR	1020	34	Certificate	N	Y
Commercial Driver's License Class A	49.0205	7560	CDLA	TECD	180	6	Certificate	Y	Y
Construction Technology	46.0201	7420	CONT	TECO	630	21	Certificate	N	Y
<del>Controls Engineering Technology</del> Systems and Robotics	47.0303	6070	ROBO	TECE	600	20	Certificate	N	Y
Culinary Arts	12.0503	4170	CULR	TECA	900	28	Certificate	N	Y
Data Analytics Technology	11.0301	6200	DATE	TEDA	450	15	Certificate	N	Y
Dental Assisting	51.0601	3010	DNAS	TEDE	900	29	Certificate	N	Y
Diesel Technology	47.0605	7540	DIES	TEDT	1050	35	Certificate	N	Y
Digital Design	11.0801	7710	DIDS	TEDG	900	30	Certificate	N	Y
Drafting and Design	15.1302	7710	DRDS	TEDR	900	30	Certificate	N	Y
Electronics Technology	47.0105	7510	ELTE	TEEL	750	25	Certificate	N	Y
Electrical Apprenticeship	46.0302	7330	APPE	TEET	720	24	Certificate	Y	Y
Emergency Medical Technician	51.0904	7230	EMBA	TEEM	180	6	Certificate	Y	Y
Fashion Merchandising and Development	52.1902	2050	FADV	TEFM	900	30	Certificate	N	Y
Firefighter Fire and Rescue Services	43.0203	7250	FIRF	TEFF	600	19	Certificate	Y	Y
Heavy Equipment Operator	49.0202	7550	HEOP	TEHE	300	10	Certificate	N	Y
Information Technology	11.0901	7520	IFTE	TEIT	600	20	Certificate	N	Y
Interior Design	19.0605	4080	IDES	TEID	960	32	Certificate	N	Y
Law Enforcement Officer	43.0107	7210	ULEO	TELE	360	12	Certificate	Y	Y
Machining Technology	48.0501	7780	MACT	TEMT	900	30	Certificate	N	Y
Meat Services	12.0506	7770	MSER	TEMS	690	23	Certificate	N	Y
Medical Assistant	51.0801	3130	MAST	TEMA	900	28	Certificate	N	Y
Nursing Assistant	51.3902	3180	NSAS	TENA	114	3	Certificate	Y	Y
Paramedic	51.0904	7240	EMPA	TEPA	1170	33	Certificate	Y	Y
Pharmacy Technician	51.0805	3160	PTCH	TEPT	600	17	Certificate	Y	Y
Phlebotomy	51.1009	3180	PHLB	TEPH	60	2	Certificate	N	N
Plumbing Apprenticeship	46.0503	7330	APPP	TEPL	720	24	Certificate	Y	Y
<del>Police Academy (delete in March 2025)</del>	<del>43.0107</del>	<del>7210</del>	<del>POLA</del>	<del>TELE</del>	<del>735</del>	<del>24</del>	<del>Certificate</del>	<del>Y</del>	<del>Y</del>
Practical Nursing	51.3901	3150	PRNS	TEPN	1200	36	Certificate	Y	N*
Real Estate	52.1501	2030	REAL	TERE	120	4	Certificate	Y	Y

PROGRAM NAME	CIP Code	Cost Center Code	Major Code	USHE Code	Length of Program in Hours		Credential (certificate, diploma, degree)	State Licensure Required	Aligned with USHE
					Clock	Credit			
Software Development	15.1204	2130	SDEV	TESD	900	30	Certificate	N	Y
Special Function Officer	43.0107	7210	USFO	TELE	270	9	Certificate	Y	Y
Veterinary Assisting Animal Sciences	01.8301	3110	VETA	TEAS	600	18	Certificate	N	Y
Welding Technology	48.0508	7800	WELT	TEWT	900	30	Certificate	N	Y

**BRIDGERLAND TECHNICAL COLLEGE**  
**POSTSECONDARY**  
**EDUCATIONAL PROGRAMS**  
**~ BRIGHAM CITY CAMPUS ~**

Programs listed below are those of the: ☐ Main Campus ☒ Other Campus Location: 325 West 1100 South; Brigham City, UT 84302

Check appropriate box to indicate method of measuring program length: ☒ Clock Hours ☐ Semester Credit Hours ☐ Quarter Credit Hours

PROGRAM NAME	CIP Code	Cost Center Code	Major Code	USHE Code	Length of Program in Hours		Credential (certificate, diploma, degree)	State Licensure Required	Aligned with USHE
					Clock	Credit			
Automation Technology	47.0303	6075	ATTE	TEAM	900	30	Certificate	N	Y
Commercial Driver's License Class A	49.0205	7565	CDLA	TECD	180	6	Certificate	Y	Y
Cosmetology	12.0401	7035	COSU	TECS	1600	44	Certificate	Y	Y
Master Esthetician	12.0409	7045	MESN	TEES	1200	32	Certificate	Y	Y
Therapeutic Massage	51.3501	7065	THMS	TETM	825	26	Certificate	Y	Y

*Strategic Planning at Bridgerland Technical College (BTECH) involves the entire college, from identifying objectives and strategies to celebrating successes. This report contains the results of the evaluation.*

**OBJECTIVE 1: FINANCIAL RESOURCES, FACILITIES, & EFFICIENCIES**  
**CURRENT AND PROJECTED FINANCIAL RESOURCES THAT PROVIDE A BASIS FOR INITIATIVES SPECIFIED IN THE STRATEGIC PLAN**

**Updating & Modernizing Programs, Equipment, & Facilities**

- **Asphalt Pathway Between Buildings** - To enhance safety and accessibility, the college has constructed an asphalt pathway connecting the Main Building to the Business & Innovation Hub. This addition provides a secure route for students, faculty, and staff, reducing the need to access a busy street.
- **South Parking Lot Improvements & 1200 North Connection** - Significant improvements were made to the south parking lot to enhance safety, traffic flow, and accessibility. Repairs were completed, and a perimeter road was connected to 1200 North, improving campus access and circulation. The parking lot was re-stripped, optimizing parking for InTech students and staff, and improving parent pickup/drop-off lanes for better traffic management. Additionally, a new stop sign was installed for pedestrian and vehicle safety.
- **Welding Paint Upgrade** - The Welding department received a fresh coat of paint.
- **Lockdown Strobe Installation** - To enhance campus safety and emergency preparedness, lockdown strobes were installed in the Health Sciences Building. These visual alerts provide an additional layer of security by ensuring that students, faculty, and staff are immediately aware of lockdown situations.
- **Equipment Funding & Major Purchases** - For Fiscal Year 2024-2025, the college received \$666,500 of one-time funding in addition to the ongoing appropriated amount of \$1,022,200. This allowed for significant investments in programmatic equipment upgrades. The following are just a few high-impact purchases made to enhance hands-on learning experiences and industry alignment:
  - Purchased three conversational machining lathes
  - Invested \$108,000 to upgrade welders and other essential equipment
  - Acquired a new semi-tractor for CDL
  - Purchased a new skid steer for the Heavy Equipment department
  - Purchased new classroom furniture for Diesel, Heavy Equipment, Apprenticeship, and the Building Trades departments, addressing a long-standing need
  - Upgraded \$30,000 worth of network switches (ranging from 10-20 years old) for the Information Technology program



### ***Commercial Driver's License (CDL) Feasibility Study***

The college engaged Method Studio to conduct a CDL feasibility study, which includes the creation of concept drawings and renderings. This study is instrumental in evaluating the viability of expanding the CDL training program and facilities. The findings from this study serve as a foundational step in launching a capital campaign to strengthen workforce development in this growing high-wage/high-demand industry.

### ***Development Strengthens Programs, Faculty Support, and Student Scholarships***

The Development department ensures funding is strategically aligned with the needs and priorities of the college, directly supporting student success, faculty development, and overall program effectiveness. Successful grant acquisition and management play a critical role in sustaining instruction, resources, and creating innovation at the college.

Key accomplishments include:

- Effectively managed 14 previously funded grants that are currently funding instructional salaries and benefits, curriculum development, equipment, supplies, faculty professional development, and marketing.
- Worked with departments to secure five NEW grants. These grants generate over \$147,000 in new funding to support curriculum development, industry-aligned equipment, and student scholarships.
  - NSF IUOE/ATE (EDC) Grant - *Curriculum Development in AI*
  - Cross Family Foundation - *Equipment for Animal Sciences*
  - Enbridge Fueling Futures - *Scholarships for Public Service Students*
  - Rocky Mountain Power- *Scholarships for Public Service Students*
  - Larry H. & Gail Miller Family Foundation - *Equipment for Animal Sciences*
- Secured over \$79,000 in new equipment donations for Machining and Animal Sciences
- Secured over \$260,000 in new scholarships and corporate sponsorships.

### ***Donation of Machining Equipment from Paragon***

The Machining Technology program was able to modernize and update with new equipment. Paragon Medical donated three Swiss Screw Machines, three Haas Milling machines, and a Mori Seiki Lathe. With the donations, students will be able to expand their career opportunities and gain experience running the new machines. Paragon Medical serves on the Machining Technology Occupational Advisory Committee, and the support for the program is greatly appreciated. The advisory committee helps communicate equipment needs and industry updates for the program to implement into the curriculum.



## OBJECTIVE 2: PROFESSIONAL PRACTICES

### ENHANCE FACULTY/STAFF PROFESSIONALISM, ACHIEVEMENT, TECHNOLOGY, AND HEALTH AND SAFETY PRACTICES

#### *InTech Collegiate Academy & BTECH Drill Coordination*

With the addition of InTech in the Main Building, it became necessary to coordinate drill schedules with BTECH to maximize effectiveness. By aligning schedules, both entities improved safety practices, minimized conflicts, reduced interruptions to students, and enhanced overall preparedness. This coordination led the college to take a deeper dive into safety practices, ensuring a more strategic approach to safety protocols. Additionally, with Renee Milne officially assigned to oversee safety for the college, there is now an enhanced focus on continuous improvement as safety remains a priority.

#### *Council on Occupational Education Conference*

A group of leaders from the college attended the Council on Occupational Education (COE) Conference in Atlanta, Georgia, to enhance institutional effectiveness and stay up-to-date with accreditation standards. This conference provided valuable insights into best practices and compliance requirements. By attending this conference, the college reinforces its commitment to excellence in technical education.



#### *Safety and Security Enhancements*

- The college welcomed Rod Peterson as the new Security Specialist, overseeing safety across all BTECH buildings. As a visible presence on campus, he identifies hazards, enhances facility security, provides personal safety support, including escorting individuals to vehicles upon request, and more. Since joining, Rod has been proactive by assisting in the organization of an administrative Command Center for emergency preparedness, enhanced communication with law enforcement, and immediately implemented security surveillance using cameras. Rod is not new to Bridgerland or law enforcement, he previously served many years as the BTECH Police Academy department head and officer for the Logan City Police Department.



#### *Simple Syllabus*

The college recently published all of the program syllabi online in an effort to improve performance goals. The syllabi are uploaded to a searchable database to be in compliance with HB 261 and to broaden the accessibility for programmatic technologies. The policy review team was able to follow the equal opportunity initiative as described by HB 261. Each program has a link directly tied to the syllabi on its webpage, improving the accessibility of programmatic information. The instructional and curriculum design and development teams worked incessantly on this transition.

### ***Title IX - Federal Civil Rights Law Prohibiting Sex-Based Discrimination***

- **USHE Annual Training** – Several BTECH leaders participated in the USHE Title IX Annual Training, which covered essential topics such as investigative procedures, policy updates, legal compliance, and best practices for handling Title IX cases. Attendees gained insights into protecting student rights and maintaining compliance with federal and state regulations.
- **USHE Shared Services Memorandum of Understanding (MOU)** – The VP for Student Services participated in the USHE Title IX work group, alongside Title IX coordinators and general counsels. To maximize efficiency through shared services, Bridgerland Technical College and Utah State University signed an MOU establishing collaboration, shared training, and future service expansion.

### ***Fire & Rescue Services Earns Re-Accreditation***

The Fire and Rescue Services department was able to successfully complete a third-party accreditation visit with the Utah Fire Service Certification Council (UFSCC). The UFSCC helps establish minimum standards for the program to complete performance goals and enhance student learning. Students were able to complete a live demonstration for the site-visiting team to show their training. The program successfully passed to be accredited for another five years.

### ***Pharmacy Technician Earns Re-Accreditation***

The Pharmacy Technician program was also able to complete a third-party accreditation site visit. The site visit was held virtually and was a significant milestone for the program. The department head and staff worked tirelessly to collect evidence and materials for the accreditation visit. Students also had the opportunity to visit with the site-visiting team to share their experiences in the program. Through these efforts, the site visitors recommended re-accreditation with the American Society of Health-Systems Pharmacists (ASHP). This will be finalized in July 2025.



### ***Wellness Committee***

During the summer months, faculty and staff all participated in a scavenger hunt put on by the Wellness committee. Lots of different prizes were given to the winners of the scavenger hunt. Wellness gratitude trees were completed during the month of November. Students and faculty were able to write notes of gratitude to express their appreciation for one another. Trees were placed on the walls of classrooms, offices, and hallways for easy accessibility. Students were engaged in the gratitude trees, and several departments asked for more supplies. The activity demonstrated personal well-being and created meaningful connections among peers and staff. The Wellness committee has actively engaged students and staff through various initiatives, contributing to a stronger campus community. The committee supported college-wide activities such as the winter clothing drive and Get the Scoop, playing a critical role in promoting campus well-being and student involvement.

### ***Winter Clothing Drive***

The Business Department, with support from everyone at Bridgerland Technical College, recently organized a winter clothing drive. Thanks to the incredible efforts of all involved, over 300 men, women, and children experiencing homelessness received warm clothing. Additionally, enough candy was collected to fill 100 Christmas stockings for those in need. A huge thank you to the Business Department for making the world a better place and spreading kindness during the holiday season!



### **August 2024 Professional Development Day**

Bridgerland Technical College held a professional development day in August. The theme for this year's fall kick-off was "Together We Thrive." President Campbell shared messages on performance funding metrics, facility master planning, academic freedom, etc. Lisa Moon presented on safety updates, faculty employer contacts, HB261, etc. Professional development day is always a nice break from the 'day-to-day' activities of the college and focuses on development. The breakout sessions were Reviewing Canvas Tools, Intro to Artificial Intelligence, Stop the Bleed, and Together we Thrive. At the end of the day, the following awards were given to faculty and staff who demonstrated outstanding achievements throughout the year:

- Mentorship Excellence - Tanya Mathys
- The Most Morning Person - Jaxon Robison
- Belonging Beacon - Kashlie Hamilton
- Teacher of the Year - Sam Yates
- Presidential – Brooklynn Hooley



## **OBJECTIVE 3: ACCESS, COMPLETION, & WORKFORCE ALIGNMENT**

**REDUCE OR ELIMINATE ENROLLMENT BARRIERS, IMPROVE STUDENT ACCESS, AND INCREASE STUDENT PROFICIENCY AND ACHIEVEMENT BY ENSURING STUDENTS ARE CAREER-READY**

### **Student Advising Grows**

A significant 31% growth in advising appointments was recorded, reflecting the increasing demand for personalized support and guidance among students. This growth highlights the institution's commitment to assisting students in navigating academic and career paths effectively.

### **CDL in Brigham City**

The Commercial Driver's License - Class A (CDL) program has expanded to the Brigham City campus. The region's demand for skilled truck drivers has increased significantly. Bridgerland Technical College is supplying truck drivers for Cache County, Bear River/Box Elder County, and Weber County. Expanding the CDL program into the Brigham City area is a strategic response to the growing demand for skilled commercial drivers in Northern Utah. With Ogden-Weber Technical College not offering a CDL program, many aspiring drivers have had to look further for training, often facing long commutes and limited access to local resources. By establishing a new location in Brigham City, the program aims to create a more accessible training option for those in surrounding communities. This expansion will provide expert instruction and flexible scheduling to accommodate working adults. In doing so, the program will fill the gap in local workforce development, helping to meet the increasing need for qualified drivers as the region's industries continue to thrive. Additionally, the new Brigham City facility will foster partnerships with local businesses, providing opportunities for direct placement upon completion and contributing to the region's economic growth.

### **Personal Care Programs, Trula Training**

The personal care programs (Cosmetology, Master Esthetician, and Therapeutic Massage) were able to attend a Trula Training. The training consisted of self-care and peer coaching and aimed to enhance faculty and student learning. There were 150 students in attendance. Through this collaborative approach,



faculty members and students were paired to share insights, refine teaching methods, and exchange real-world industry experiences. The training fostered a supportive environment where faculty could improve their instructional techniques while students received personalized guidance to enhance their skills. By integrating Trula, the programs provided a unique opportunity for hands-on learning and professional growth, creating a dynamic atmosphere that encourages continuous improvement and builds stronger connections between students and instructors. This initiative not only strengthens the educational experience but also ensures that students are well-prepared for success in their respective industries.

### ***Automotive Services Receives New Fleet***

The Automotive Services Department received two vehicles on loan from a local business, DD Auto & Salvage Inc. The cars are a massive update to the college's fleet of vehicles that students use to practice both diagnosis and repair. The vehicles are a 2016 Ford Escape and a 2016 Nissan Rogue. The old vehicles previously used in the Automotive Services program presented challenges, as many of their bolts had been stripped from years of use and constant repair work. It ultimately provided an invaluable learning experience and hindered students' learning experience. With many slots worn down or damaged over time, students struggled to efficiently obtain real-world repairs and maintenance tasks. The inability to properly remove or replace bolts made specific repair procedures unrealistic, limiting the scope of hands-on learning opportunities. The college would like to thank the program department head and instructors for establishing a relationship with industry partners, as it plays a crucial role in enhancing the students' learning experiences.



### ***Clock-Hour to Credit Fully Transitioned***

The transition from clock-hour to credit-hour at the college has been fully implemented. This change marks a significant milestone, ensuring that all programs previously measured in clock hours are now evaluated in credit hours. The comprehensive teach-out plan facilitated a smooth transition for all students. The fully transitioned credit system is now in place, reflecting the college's commitment to the Utah System of Higher Education's objective of improving student outcomes.

### ***Senior Success Days with Walking Tacos***

A key initiative for improving high school retention was Senior Success Days, designed to provide students with the opportunity to complete applications and schedule appointments with advisors. This effort assists students in the transition from high school to post-secondary education. As a result of these events, a noticeable increase in engagement and commitment was observed among both students and families, leading to the scheduling of over 258 one-on-one advisor appointments.



### ***Bridging the Gap for Students Waiting for Their Start Date***

Efforts were focused on increasing two-way communication between the Marketing and Instructional departments to bridge the gap for students waiting for their start date. JotForm was utilized to collect important information, including names and immunization records, for students in the Dental Assisting and Medical Assisting programs. This streamlined data collection process allowed for efficient management of waitlists and tracking of student progress.

To further support students, proactive outreach strategies were developed, ensuring that individuals on waitlists were contacted to confirm their preferred start dates and to assist in gathering the necessary tools and supplies for their courses. These efforts helped maintain engagement and readiness among students awaiting their program start.

### ***Wayfinding TVs Aid Students***

Additional wayfinding television screens were installed in strategic locations to display class schedules and room directions, helping students navigate the campus with ease on their first day and beyond. These initiatives have significantly improved communication, student preparedness, and the overall onboarding experience.

### ***Streamlining the Financial Aid Process***

A proactive approach has been taken to assist graduating high school seniors and prospective certificate-seeking students with financial aid, including FAFSA, scholarships, and other support. Advising appointments include questions to assess FAFSA or scholarship application status. If not started, students receive guidance on account setup and a checklist of required documents. Advisors also provide hands-on support for scholarship applications, ensuring students leave with a clear action plan. With on-campus computers available, students can complete applications during advising sessions. This streamlined support system enhances preparedness and confidence in navigating financial aid.

### ***Optimizing Outreach with Salesforce Campaigns***

Salesforce has been implemented to effectively track community outreach campaigns. At each outreach event, participant information is collected and entered into Salesforce, associating each contact with a specific "Campaign." This system enables the monitoring of progress throughout the enrollment process, from initial interest to final enrollment or indication of no further interest. Additionally, Salesforce provides valuable insights by tracking engagement frequency, allowing for a data-driven evaluation of outreach effectiveness and continuous improvement of recruitment strategies.

### ***Instructional Systems Design (ISD) Highlights***

- **Collaboration with Box Elder Chamber of Commerce** – The Box Elder Chamber of Commerce partnered with ISD to create Workplace Skills Videos, which are featured on the chamber's website to enhance awareness of programs. These videos are integrated into BTECH program courses, providing valuable support to BTECH students, as the videos align with BTECH's Employment Skills Evaluation.
- **Curriculum Development** – Added rubrics and content overviews to multiple programs.
  - Created an automated tool for evaluating curriculum, saving an estimated 2,080 hours yearly in course evaluation time. (520 published courses \* ~4 hours of evaluation)
  - Created an automated tool for adding alt text, saving an estimated 10,000 hours yearly in development time. (120,000 images in 2024-2025 courses \* 5 minutes per alt text)
  - Created a template course with sample content to be used for consistent Canvas course design.
  - Developed rubrics for all assignments in TECS 1020, TECS 1030, TECS 1040, and TEID 1120
  - Created flashcards, Kahoots quizzes, and an Orientation Video for Real Estate
- **Faculty Training** – In addition to assisting with regular professional development days, ISD hosted monthly training sessions for instructors to learn new tools, instructional theory, and curriculum development best practices.
- **Instructional Media** – This year, 267 curriculum videos and 47 administrative videos were produced, with one project alone requiring over 1,300 hours of work. Collaboration with key programs, including Collision Repair Technology, Automation Technology, Automotive Services, Health/Dental, and Machining

Technology, resulted in impactful content supporting both instruction and administration. These projects gained over 2,000 views on public-facing social media platforms, increasing visibility and engagement.

- In addition to video production, the design team created 491 graphics to enhance instructional and administrative content, with 217 integrated into videos.

## **OBJECTIVE 4: PARTNERSHIPS & PATHWAYS**

**INCREASE CAREER ALIGNED EDUCATION OPTIONS AND SUCCESS THROUGH ENHANCED ADVISORY COMMITTEES, BUSINESS RELATIONSHIPS, AND EDUCATIONAL PATHWAYS**

### ***Construction Technology Project***

The Construction Technology program recently completed tiny homes for The Other Side Academy, a self-reliant, master-planned neighborhood designed to provide affordable, permanent housing, access to social services, and a supportive community for individuals overcoming chronic homelessness.

- This project offered students a unique opportunity to apply their skills in creating durable homes that are integral to the Academy's mission. Under the guidance of experienced instructors, students worked hands-on to design and construct these homes, gaining valuable real-world experience in construction techniques, teamwork, and project management. By participating in such a meaningful initiative, students refined their craft and contributed to a community-focused solution that helps individuals rebuild their lives.
- The completion of these tiny homes is a significant accomplishment that showcases the program's commitment to both professional development and social responsibility.



### ***Strengthening Collaboration with High School Counselors***

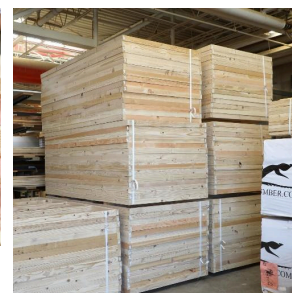
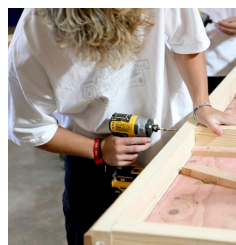
Close collaboration with high school counselors and college access advisors ensures they remain informed about Bridgerland Technical College offerings and pathways. To enhance accessibility, the registration flyer was redesigned to include a detailed program pathways overview, providing students with clear, structured information. This updated flyer, along with a newly developed pathways website, was introduced at the counselor luncheon, equipping counselors with up-to-date resources. The website outlines transferable credit and provides direct university representative contact information, serving as a convenient guide for both students and counselors to navigate the transfer process effectively.

### ***BTECH & Utah State University Boost Pathways***

- August 1, 2024 – Veterinary Science Visit – USU and BTECH began working on building articulation agreements to create clear transfer pathways and meaningful academic milestones. This ongoing effort focuses on strengthening relationships, defining transferable coursework, and designing the best approach to support student success and career readiness.
- August 13, 2024 – USU visited BTECH to introduce new faculty and strengthen collaboration. This partnership reinforces that we don't compete—we work together for better student outcomes by aligning BTECH certificates with USU degree pathways.

### ***BTECH Supports Cache Valley Remembers - The 9/11 Project***

Construction Technology students worked hard to build 400 frames for Cache Valley Remembers: The 9/11 Project, organized by the Major Brent Taylor Foundation. Their dedication and craftsmanship contribute to this meaningful tribute honoring those lost on 9/11.



## **OBJECTIVE 5: AWARENESS**

### **IMPROVE PERCEPTION AND AWARENESS IN THE VALUE OF TECHNICAL EDUCATION**

#### ***Congressman Blake Moore's Office Tours the Bridgerland Entrepreneurship Center***

Matt Holyoak and the district staff from Congressman Blake Moore's office recently toured the Bridgerland Entrepreneurship Center. **In the news!** They featured this visit in their newsletter, which highlighted the resources provided such as free one-on-one consulting, monthly workshops, meeting training rooms, a photo and podcast studio, a commercial kitchen, and innovation lab. Matt said, "I was impressed by the range of resources you're providing to the entrepreneurs you support, as well as the exciting plans you have in the works. Once the expansion of the building is completed, I'd love to showcase that as well. Thanks again for everything you're doing for Northern Utah!"



#### ***"Get the Scoop" Event Engages Students and Families in Postsecondary Exploration***

The "Get the Scoop" event successfully engaged over 1,200 visitors, primarily high school students and parents in exploring post-secondary opportunities. In collaboration with Utah State University (USU), Utah Valley University (UVU), Snow College, and Weber State University, the event showcased academic pathways, transfer options, and support services available to students. With strong community involvement and interactive presentations, the event provided families with a deeper understanding of Bridgerland's certificate programs and the many opportunities available in technical education. Collaboration with Career and Technical Education (CTE) directors ensured widespread promotion across local high schools and middle schools. Teachers further supported outreach by sharing information in classrooms, which played a key role in the event's success.



#### ***Community Outreach Through Local Parades***

As part of ongoing outreach efforts, active participation in several local parades helped strengthen community engagement and raise awareness about technical education. Parades provide a fun and engaging experience to a broad audience.

The parades included:

- Nibley Heritage Parade on June 22, 2024
- Hyrum 4th of July Parade on July 4, 2024

- Mendon Days Parade on July 27, 2024
- Peach Days Parade on September 7, 2024
- Green Canyon Homecoming Parade on September 11, 2024
- Sky View Homecoming Parade on September 11, 2024
- Logan High Homecoming Parade on September 18, 2024
- Mountain Crest Homecoming Parade on September 25, 2024
- Ridgeline Homecoming Parade on September 25, 2024
- USU Homecoming Parade on October 12, 2024



## CONTINUING EDUCATION FOUNDATION – 501(c)(3)

### Highlights

- July - August 2024 – **Welding Educator Endorsement** – Welding Technology department head, Jesse Shaffer, was approached by Utah State University to address a need for welding educator endorsements. This marked the first time BTECH participated, which included local school districts, Morgan County, Washington County, and Utah State Board of Education’s educational specialist, Amy Fullmer.
- August 2024 – **Hosted the Cache Valley Hospital’s Annual Service Banquet Denim and Diamonds.**
- September 2024 – **The BSidesCache Cybersecurity Conference** made its debut in Logan as a scaled-down version of the well-established BSidesSLC event ([bsidesslc.org](https://bsidesslc.org)). This conference provides a valuable opportunity to connect with industry experts, many of whom are based in Utah, providing networking and collaboration in the cybersecurity community. **In the news!** [Read the full article here.](#)
- September 2024 – **911 Leadership Training** – In collaboration with Logan City Dispatch, this training provided essential continuing education (CE) for dispatchers. Over 70 participants attended, representing agencies from Logan, Salt Lake, Provo, Bountiful, Springville, Davis, Layton, Bear Lake, as well as agencies from Idaho and Wyoming.
- October 2024 – **Logan City Fire Department Oath, Pinning, and Awards Ceremony** – Held in the Health Sciences Lecture Hall, this ceremony honored Logan City Fire Department personnel. Mayor Holly Daines opened the event, expressing gratitude to attendees and public safety professionals. Of the 21 Logan City employees recognized, 12 are proud BTECH graduates.



Bridgerland Technical College students mingle with IT/cybersecurity companies at conference

The Expressen managing editor Sep 7, 2024



- November 2024 – **Box Elder Employment Ready** – Bridgerland Technical College’s Curriculum Design and Development team created ten employment skills videos and trainings, now available on the Box Elder Employment Ready website. Funded by a Workforce grant secured by Monica Holdaway, this resource supports job seekers in overcoming workforce barriers in the Box Elder area. BTECH will integrate these videos into each program’s Employment Skills curriculum in Canvas.
- December 2024 – **NASRO Project Unite** – Project Unite, organized by the National Association of School Resource Officers (NASRO), brought together participants from various law enforcement agencies, including Weber County, Box Elder, Morgan County, Roy City PD, Logan City PD, the Utah Department of Public Safety/State Security, and Pleasant Grove PD. This initiative aimed to enhance collaboration and training for school resource officers and public safety professionals.



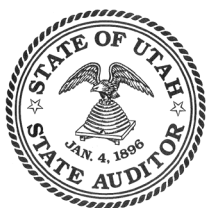
**Bridgerland Technical College**  
**FY 2026 Course and Program Fees for Post Secondary Students**

Program	24-25 Credit Fees	25-26 Credit Fees	Fee Increase/ (Decrease)	Course and Program Fee Summary
Advanced Emergency Medical Technician	\$ 568	\$ 668	\$ 100	Consumable handbook; NREMT voucher; IV packet; Utah license fee; uniform; course fee; AEMT booklet; AEMT drug card; my clinical exchange
Automation Technology	\$ 217	\$ 217	\$ -	Consumable supplies (e.g., aluminum, hardware, conduit, wire, steel, etc.); ROBOGUIDE software license
Automotive Service	\$ 198	\$ 168	\$ (30)	Identifix, Mitchell1, and CDX software subscriptions
Automotive Service II	\$ 266	\$ 300	\$ 34	Identifix, Mitchell1, and CDX software subscriptions
Basic Corrections Officer	\$ 25	\$ -	\$ (25)	None
Business	\$ 359	\$ 366	\$ 7	TOSA Certification fees (varies by electives); Cengage and online software subscription codes
Collision Repair Technology	\$ 130	\$ 300	\$ 170	I-CAR software subscription; consumables
Commercial Drivers License Class A	\$ 1,127	\$ 1,450	\$ 323	DOT physical; DOT drug; temporary CDL permit and certification; fuel; consumable supplies
Construction Technology	\$ 105	\$ 123	\$ 18	Forklift certification; CPR/First Aid certification; OSHA fee
Control Systems and Robotics	\$ 609	\$ 609	\$ -	FANUC industry certifications, software licenses; consumable goods (e.g., cables, connectors, etc)
Cosmetology	\$ 1,228	\$ 1,228	\$ -	Consumable supplies and personal equipment (e.g., chemicals, PPE, styling tools, styling products, etc.); CPR certification
Culinary Arts	\$ 166	\$ 271	\$ 105	Consumable supplies (e.g., supply expenses, gloves/hair nets, food); food safety manager certification
Data Technology	\$ -	\$ -	\$ -	None
Dental Assisting	\$ 291	\$ 365	\$ 74	Consumable supplies (e.g., amalgam, x-ray materials, etc.); curriculum packets
Diesel Technology	\$ 242	\$ 280	\$ 38	Aera (CDX) membership fee/software; S/P2 software; Jones and Bartlett software
Digital Design	\$ -	\$ 25	\$ 25	Vinly and screen printing; 3D printer filament
Drafting and Design	\$ -	\$ 15	\$ 15	3D printer filament
Electrical Apprenticeship	\$ 290	\$ 296	\$ 6	Consumable supplies (e.g., conduit); CPR certification
Electronics Technology	\$ 1,162	\$ 1,162	\$ -	Consumable supplies (e.g., solder, tools, cables, etc); software memberships; industry certifications
Emergency Medical Technician	\$ 475	\$ 515	\$ 40	Consumable handbook; Utah license fee; equipment (e.g., blood pressure cuff, stethoscope, uniform, etc.); course fee; EMT booklet; CPR certification
Fashion Merchandising and Development	\$ -	\$ -	\$ -	None
Firefighter	\$ 1,554	\$ 1,525	\$ (29)	Consumable supplies; PPE; uniform; fire, vehicle, and rope certification; breathing air compressor; IFSTA, rope, and vehicle textbooks; work and firefighting gloves
Heavy Equipment Operator	\$ 1,049	\$ 1,098	\$ 49	Consumable supplies; fuel; CPR certification; OSHA certification
Information Technology	\$ 1,306	\$ 1,306	\$ -	Industry certification fees (varies by elective)
Interior Design	\$ -	\$ -	\$ -	None
Law Enforcement Officer	\$ 665	\$ 615	\$ (50)	Ammunition; traffic investigation template; radar/lidar textbook; SFST manual; intoxicated driver manual; usage fee for LCPD range
Machining Technology	\$ 435	\$ 435	\$ -	Tooling U subscription; MasterCam access; NCATC software
Master Esthetician	\$ 1,528	\$ 1,528	\$ -	Consumable supplies (e.g., facial chemicals, creams, eyelash kits); personal tools; CPR certification
Meat Services	\$ -	\$ -	\$ -	None
Medical Assistant	\$ 587	\$ 587	\$ -	Consumable supplies (e.g., gauze, bandages, needles); CPR certification; first aid certification; national exam testing fee; ID badge
Nursing Assistant	\$ 87	\$ 87	\$ -	Consumable supplies (e.g., temperature probe, wipes, etc); PPE; stethoscope

**Bridgerland Technical College**  
**FY 2026 Course and Program Fees for Post Secondary Students**

Program	24-25 Credit Fees	25-26 Credit Fees	Fee Increase/ (Decrease)	Course and Program Fee Summary
Paramedic	\$ 1,920	\$ 2,042	\$ 122	Background & fingerprinting check; drug screen; NREMT voucher; textbooks; FIDAP subscription; ACLS/PALS certification; PHTLS certifications; EKG cards; Utah BEMS; medical control & accreditation; PEPP; Utah course request fee; my clinical exchange; CoAEMSP fee
Pharmacy Technician	\$ 778	\$ 778	\$ -	PPE; Paper handouts; consumable goods (e.g., labels, prescription vials, syringes, etc.), PTCB Practice Exam; PTCB Exam
Plumbing Apprenticeship	\$ 725	\$ 731	\$ 6	Consumable supplies (e.g., PVC and copper); CPR certification
Practical Nursing	\$ 1,065	\$ 1,095	\$ 30	Consumable supplies; SimChart software; HSA software; uniforms; IV Therapy; ATI software
Real Estate	\$ -	\$ -	\$ -	None
Software Development	\$ 54	\$ 94	\$ 40	Student web hosting service; code grade software
Special Function Officer	\$ 115	\$ 45	\$ (70)	Reflective vest; CPR/basic first aid
Therapeutic Massage	\$ 1,530	\$ 1,530	\$ -	Consumable supplies (e.g., lotions, oils, stones, etc.); linens; sanitizing supplies; equipment; massage table
Veterinary Assisting	\$ 288	\$ 288	\$ -	Consumable supplies (e.g., gloves, vet wrap, catheters, syringes, gauze, vasoline, pet waste bags, etc.)
Welding Technology	\$ -	\$ 85	\$ 85	Consumable supplies (gas and materials)

Percentage Increase/Decrease of 20% or more
New fee



OFFICE OF THE  
STATE AUDITOR

TO: Jack Draxler, Chair, Audit Committee and Paul Nelson, Chair, Board of Trustees  
Bridgerland Technical College

FROM: Abby Potter, Engagement Manager, and Joanna Soh, Audit Senior  
Office of the State Auditor

DATE: March 24, 2025

SUBJECT: **Required Communications - 2024 Audit of Bridgerland Technical College**

AREA	COMMENTS
<p><b><u>Auditor's Responsibility under Generally Accepted Auditing Standards</u></b></p> <p>As stated in our engagement letter dated January 21, 2025, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.</p>	<p>We have issued unmodified opinions on the financial statements of the business-type activities and fiduciary activities of the Bridgerland Technical College for the year ended June 30, 2024.</p>
<p><b><u>Other Reporting Items</u></b></p> <p>The Bridgerland Technical College's financial report includes required supplementary information (RSI), such as Management's Discussion and Analysis, Schedule of College's Proportionate Share of Net Pension Liability, and Schedule of College's Pension Contribution.</p>	<p>We have not audited the RSI or other information and have not expressed an opinion or provided any assurance on them.</p>
<p><b><u>Disclosures</u></b></p> <p>The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are noteworthy because of their significance to financial statement users.</p>	<p>The most sensitive disclosures affecting the financial statements was:</p> <ul style="list-style-type: none"><li>• The defined benefit pension plan disclosure required by GASB Statement 68 (See Note 8—Pension Plans and Retirement Benefits.)</li></ul>

AREA	COMMENTS
<p><b><u>Qualitative Aspects of Accounting Practices</u></b>  Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we advise management about the appropriateness of accounting policies and their application.</p>	<p>The application of existing policies was unchanged during the fiscal year ended June 30, 2024.</p> <p>The significant accounting policies used by Bridgerland Technical College are described in the first note to the financial statements.</p> <p>We noted no transactions entered into by Bridgerland Technical College during the year for which there is a lack of authoritative guidance or consensus.</p>
<p><b><u>Accounting Estimates</u></b>  Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.</p>	<p>The most sensitive estimate affecting the Bridgerland Technical College's financial statements was:</p> <ul style="list-style-type: none"> <li>• The estimate of the share of the net pension liability and asset for defined benefit plans sponsored by the Utah Retirement Systems</li> </ul> <p>We evaluated the procedures, key factors, and assumptions used to develop the estimates and determined that they were reasonable in relation to the financial statements taken as a whole.</p>
<p><b><u>Significant Unusual Transactions</u></b>  Management is responsible for developing sound policies and practices to properly account for and disclose significant unusual transactions. Significant unusual transactions are transactions outside the normal course of business or that appear to be unusual due to their timing, size, or nature.</p>	<p>We did not identify any significant unusual transactions entered into during the year audited.</p>
<p><b><u>Difficulties Encountered in Performing the Audit</u></b>  Professional standards require us to inform you of any significant difficulties encountered in dealing with management related to the performance of the audit.</p>	<p>We encountered no significant difficulties in dealing with management in performing and completing our audit.</p>

AREA	COMMENTS
<p><b><u>Disagreements with Management</u></b> Professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report.</p>	<p>No such disagreements arose during the course of our audit.</p>
<p><b><u>Consultations with Others</u></b> Professional standards require us to report matters that are difficult or contentious for which we consulted outside the audit team and that we consider significant and relevant to you in your responsibilities to oversee the financial reporting process.</p>	<p>There were no such consultations.</p>
<p><b><u>Other Audit Findings or Issues</u></b> We are required to communicate other findings or issues arising from the audit that we feel are significant and relevant to you in your responsibilities to oversee the financial reporting process.</p>	<p><i>Our Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards (Yellow Book Report) was dated March 21, 2025.</i></p>
<p><b><u>Corrected and Uncorrected Misstatements</u></b> Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate the following:</p> <ul style="list-style-type: none"> <li>• Uncorrected misstatements and the effect that they, individually or in the aggregate, have on the auditor's opinion;</li> <li>• The effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole;</li> <li>• Uncorrected misstatements that could potentially cause future-period misstatements; and,</li> <li>• Material, corrected misstatements that were brought to the attention of management.</li> </ul>	<p>No likely misstatements were identified during the audit.</p>

AREA	COMMENTS
<p><b><u>Management Consultations with Other Independent Accountants</u></b></p> <p>In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the governmental unit’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts.</p>	<p>To our knowledge, there were no such consultations with other accountants.</p>
<p><b><u>Management Representations</u></b></p> <p>Management is required to make certain representations to us when accepting responsibility for the financial statements.</p>	<p>These representations were included in the management representation letter dated March 21, 2025. A copy of the representation letter from management is attached.</p>

This information is intended solely for the use of the Board/Audit Committee and management of Bridgerland Technical College and is not intended to be, and should not be, used by anyone other than these specified parties.



OFFICE OF THE  
UTAH STATE AUDITOR



◦ S T A T E O F U T A H ◦

# **Bridgerland Technical College**

## **Annual Financial Report and Government Auditing Standards Report**

**For the year ended June 30, 2024**

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**Report No. 24-35**

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### **Office of the Utah State Auditor**

Audit Leadership:

Tina Cannon, State Auditor

Abby Potter, CPA, Audit Supervisor

Joanna Soh, CPA, Audit Senior

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TINA M. CANNON  
UTAH STATE AUDITOR

# Independent Auditor's Report

To the Board of Trustees, Audit Committee  
and  
K. Chad Campbell, President  
Bridgerland Technical College

## Report on the Audit of the Financial Statements

### Opinions

We have audited the accompanying financial statements of the business-type activities and fiduciary activities of Bridgerland Technical College (College) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the College's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the College's business-type activities and the College's fiduciary activities, as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the College and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## Key Audit Matters

We have determined that there are no key audit matters to communicate in our report.

## Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the College's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing

an opinion on the effectiveness of the College's internal control. Accordingly, no such opinion is expressed.

- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the College's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the College's Schedule of Proportionate Share of the Net Pension Liability, and Schedule of Defined Benefit Pension Contributions, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated March 21, 2025 on our consideration of the College's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the College's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government*

*Auditing Standards* in considering the College's internal control over financial reporting and compliance.

*Office of the State Auditor*

Office of the Utah State Auditor

Salt Lake City, Utah

March 21, 2025

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## Management's Discussion and Analysis

As management of the Bridgerland Technical College (the College), we offer this narrative overview and analysis of the financial activities of the College for the fiscal year ended June 30, 2024, to the readers of the College's financial statements.

The College is one of 16 public colleges and universities within the Utah System of Higher Education. The College maintains a local Board of Trustees and is an independent technical college and component unit of the State of Utah.

### Overview of the Financial Statements

This management's discussion and analysis is intended to serve as an introduction to the College's financial statements. The College's financial statements are comprised of five components: 1) the Statement of Net Position, 2) the Statement of Revenues, Expenses, and Changes in Net Position, 3) the Statement of Cash Flows, 4) the Statement of Fiduciary Net Position and the Statement of Changes in Fiduciary Net Position, and 5) the Notes to the Financial Statements.

The **Statement of Net Position** provides information on the College's assets, deferred outflows of resources, liabilities, and deferred inflows of resources at the end of the fiscal year, with the difference reported as net position. The information provided in the Statement of Net Position and other information contained in the Statement of Revenues, Expenses, and Changes in Net Position; the Statement of Cash Flows; and accompanying notes helps users assess, among other things, the College's liquidity and its ability to meet its obligations.

The **Statement of Revenues, Expenses, and Changes in Net Position** provides information to users both about the operating performance of the College and the effects of nonoperating transactions and events that change the amount of net position of the College. The information in this statement, together with information in the Statement of Net Position, the Statement of Cash Flows, and accompanying notes, should assist users of the College's financial statements in evaluating the College's performance during the fiscal year and how well management has discharged their stewardship responsibilities and other aspects of their duties.

The **Statement of Cash Flows** provides information about the cash receipts and cash payments of the College during the fiscal year. When used with related disclosures and information in other financial statements, a statement of cash flows should help financial statement report users assess the College's ability to generate future net cash flows; its ability to meet its obligations as they come due; the reasons for differences between operating income and the associated cash receipts and payments; and the effects on the College's financial position on both its cash and noncash investing, capital, and financing transactions during the fiscal year.

The **Statement of Fiduciary Net Position** and the **Statement of Changes in Fiduciary Net Position** provide information on the financial position of trust funds held by the College.

The **Notes to the Financial Statements** provide additional information that is essential to a full understanding of the data provided in the financial statements.

## Financial Analysis

**Statement of Net Position.** The following schedule presents a summary of the College's net position as of June 30, 2024 and 2023:

Net Position	June 30, 2024	June 30, 2023	Amount of Increase (Decrease)	Percent Increase (Decrease)
Current Assets	\$ 15,657,213	\$ 13,367,713	\$ 2,289,500	17.13%
Noncurrent Assets	1,803,719	368,419	1,435,300	389.58%
Capital Assets, Net	72,541,645	21,117,487	51,424,158	243.51%
Total Assets	90,002,577	34,853,619	55,148,958	158.23%
Deferred Outflows of Resources	1,501,378	1,500,968	410	.03%
Current Liabilities	2,441,074	1,853,086	587,988	31.73%
Noncurrent Liabilities	991,986	926,653	65,333	7.05%
Total Liabilities	3,433,060	2,779,739	653,321	23.50%
Deferred Inflows of Resources	248,464	900,654	(652,190)	(72.41%)
Net Position:				
Net Investment in Capital Assets	72,541,645	21,117,487	51,424,158	243.51%
Restricted for				
Expendable – Scholarships and Other	673,101	516,875	156,226	30.23%
Expendable – Capital Gifts	200,375	658,422	(458,047)	(69.57%)
Unrestricted	14,407,310	10,381,410	4,025,900	38.78%
Total Net Position	\$ 87,822,431	\$ 32,674,194	\$ 55,148,237	168.78%

Total assets of the College increased by \$55,148,958 or 158.23 percent during the fiscal year. Current assets increased by \$2,289,500, which consisted primarily of an increase in cash of \$3,419,315 due to various revenue sources in excess of expenses, a decrease in due from State agencies in the amount of \$1,212,453 as a result of equipment purchased for the Frederick Quinney Lawson Health Sciences Building that was reimbursed from the Utah Division of Facilities Construction and Management (DFCM), and an increase in prepaid expenses for \$81,835.

Noncurrent assets increased by \$1,435,300, due primarily to an increase in the net pension asset, which is provided by the Utah Retirement Systems (the Systems) and is based on estimates derived from actuarial calculations. See Note 8 for additional information.

The College's capital assets as of June 30, 2024, increased from \$21,117,487 to \$72,541,645 (net of accumulated depreciation) for a total change of \$51,424,158. This investment in capital assets includes construction/implementation in progress, land, buildings and improvements, equipment and vehicles, and software subscription arrangements. Construction/implementation in progress includes remodel projects started but not completed by June 30, 2024. Land increased due to the acquisition of property located adjacent to College property. Buildings and improvements increased significantly due to the completion of the Frederick Quinney Lawson Health Sciences Building, acquisition of a building adjacent to College property that will serve as the College Business & Innovation Hub, and multiple remodel projects throughout the College. Equipment and vehicle acquisitions (including donated assets) also increased substantially, with major additions to enhance the ability to train students in the new Frederick Quinney Lawson Health Sciences Building. Depreciation and amortization expense reduced the College's capital assets by \$2,689,019. Additional information on the changes in the College's capital assets is shown in Note 4 of the Notes to the Financial Statements.

Deferred outflows of resources are derived from information provided by the Systems as outlined by GASB 68, *Accounting and Financial Reporting for Pensions*. The increase of \$410 represents the net difference between projected and actual earnings on pension plan investments, changes in assumptions, changes in proportion and differences between contributions and proportionate share of contributions, and timing of contributions. See Note 8 for additional information.

Total liabilities of the College increased by \$653,321 or 23.50 percent during the fiscal year. Current liabilities increased by \$587,988. Due to State agencies increased by \$190,227 due to the timing of when obligations were incurred and payments were paid. Unearned revenue increased by \$57,604 as a result of an increase in student tuition paid in advance and grant funding received that will be used in the subsequent fiscal year. Accrued payroll, termination benefits, and compensated absences collectively increased by \$336,856 as a result of a cost-of-living adjustment and approval of employees for termination benefits.

Noncurrent liabilities increased \$65,333, due to an increase in termination benefits, a decrease in compensated absences, and an increase in the net pension liability, which is provided by the Systems and is based on estimates derived from actuarial calculations. See Note 8 for additional information.

Deferred inflows of resources relating to pensions are derived from information provided by the Systems as outlined by GASB 68, *Accounting and Financial Reporting for Pensions*. The decrease of \$448,567 represents the net difference between projected and actual earnings on pension plan investments, changes in assumptions, and changes in proportion and differences between

contributions and proportionate share of contributions. See Note 8 for additional information. Deferred inflows of resources relating to leases decreased \$203,623.

**Statement of Revenues, Expenses, and Changes in Net Position.** The following schedule presents a summary of changes in net position for the College for the fiscal years ended June 30, 2024 and 2023:

<u>Net Position</u>	<u>Year Ended June 30, 2024 Amount</u>	<u>Year Ended June 30, 2023 Amount</u>	<u>Amount of Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
Operating Revenues	\$ 6,838,019	\$ 4,903,038	\$ 1,934,981	39.46%
Operating Expenses	(33,134,530)	(23,894,203)	(9,240,327)	38.67%
Operating Income (Loss)	(26,296,511)	(18,991,165)	(7,305,346)	38.47%
Nonoperating Revenues	30,072,192	23,557,705	6,514,487	27.65%
Other Revenues	51,372,556	1,763,787	49,608,769	2812.63%
Increase (Decrease) in Net Position	55,148,237	6,330,327	48,817,910	771.18%
Net Position – Beginning of Year	32,674,194	26,343,867	6,330,327	24.03%
Net Position – End of Year	<u>\$ 87,822,431</u>	<u>\$ 32,674,194</u>	<u>\$ 55,148,237</u>	168.78%

The College experienced a net operating loss of \$26,296,511 during the fiscal year. The College is a State institution and receives a large portion of its revenues from State appropriations. These appropriations are classified in the financial statements of the College as nonoperating revenues. State appropriations are anticipated as a means of covering a majority of the operating costs at the College. During fiscal year 2024, State appropriations, other nonoperating revenue, and other revenues were sufficient to offset the operating loss. The College will generally experience an increase in net position only in years where the Legislature appropriates funds for capital equipment purchases, capital improvement projects, or capital development and construction projects in an amount that exceeds the unfunded depreciation expense.

**Revenues.** The following schedule presents a summary of College revenues for the fiscal years ended June 30, 2024 and 2023:

Revenues	Year Ended June 30, 2024 Amount	Percent of Total Revenue	Year Ended June 30, 2023 Amount	Amount of Increase (Decrease)	Percent of Increase (Decrease)
Operating Revenues:					
Student Tuition and Fees	\$ 2,572,541	2.91%	\$ 1,786,803	\$ 785,738	43.97%
Federal Grants and Contracts	459,100	.52%	375,203	83,897	22.36%
State Grants and Contracts	934,053	1.06%	292,644	641,409	219.18%
Local Grants and Contracts	910,046	1.03%	814,162	95,884	11.78%
Sales and Services of Educational Activities	1,287,326	1.46%	1,088,552	198,774	18.26%
Auxiliary Enterprises	674,953	.76%	545,674	129,279	23.69%
Total Operating Revenues	<u>6,838,019</u>	<u>7.75%</u>	<u>4,903,038</u>	<u>1,934,981</u>	<u>39.46%</u>
Nonoperating Revenues (Expenses):					
State Appropriations	26,179,168	29.65%	20,327,202	5,851,966	28.79%
Federal Grants and Contracts	1,004,772	1.14%	1,713,987	(709,215)	(41.38%)
State Grants and Contracts	156,693	.18%	119,022	37,671	31.65%
Gifts	739,593	.84%	494,800	244,793	49.47%
Investment Income	902,513	1.02%	534,575	367,938	68.83%
Lease Income	255,109	.29%	175,331	79,778	45.50%
Disposal of Capital Assets	4,737	.01%	(6,514)	11,251	(172.72%)
Other Nonoperating Revenues (Expenses)	829,607	.94%	199,302	630,305	316.26%
Total Nonoperating Revenues	<u>30,072,192</u>	<u>34.06%</u>	<u>23,557,705</u>	<u>6,514,487</u>	<u>27.65%</u>
Other Revenues:					
Capital Appropriations	51,317,556	58.13%	1,711,987	49,605,569	2897.54%
Capital Gifts	55,000	.06%	51,800	3,200	6.18%
Total Other Revenues	<u>51,372,556</u>	<u>58.19%</u>	<u>1,763,787</u>	<u>49,608,769</u>	<u>2812.63%</u>
Total Revenues	<u>\$88,282,767</u>	<u>100.00%</u>	<u>\$ 30,224,530</u>	<u>\$58,058,237</u>	<u>192.09%</u>

The revenue comparison between fiscal year 2024 and fiscal year 2023 shows a total revenue increase in the amount of \$58,058,237. Operating revenues increased by \$1,934,981. Student tuition and fees increased \$785,738 due to substantial enrollment increases as well as the effect of converting from clock hours to credit hours. State grants and contracts increased \$641,409 due to continued enhancement for Commercial Driver's License (CDL), Automation, and Apprenticeship. Sales and Services of Educational Activities increased by \$198,774 due to projects built by students in Building Trades and services and products provided by students in Cosmetology and Esthetics.

Nonoperating revenues increased by a total of \$6,514,487. State appropriations increased by \$5,851,966 as a result of funding changes by the Utah State Legislature. Federal grants and contracts decreased by \$709,215, which was primarily the result of a decrease in federal awards received for institutional needs related to the COVID-19 global pandemic offset by an increase in Pell Grant. Investment income increased substantially due to higher interest rates and balances held. Gifts increased by \$244,793 due to scholarship and in-kind donations. Other nonoperating revenues

increased by \$630,305, which was primarily the result of revenue received to complete a significant remodel for an area that will house a 7-12 grade charter school.

Other revenues increased by a total of \$49,608,769, which is due to an increase in Capital Appropriations from funding provided by the Utah Division of Facilities Construction and Management (DFCM) for capital improvement needs at the College. These capital improvement projects are transferred from DFCM to the College at the time of substantial completion of the project. This increase is mainly the result of the Frederick Quinney Lawson Health Sciences Building and the land and building purchased for the Business & Innovation Hub.

**Expenses.** The following schedule presents a summary of College expenses for the fiscal years ended June 30, 2024 and 2023:

Expenses	Year Ended June 30, 2024 Amount	Percent of Total Expense	Year Ended June 30, 2023 Amount	Amount of Increase (Decrease)	Percent of Increase (Decrease)
Operating Expenses:					
Salaries and Wages	\$ 13,275,687	40.07%	\$ 11,515,916	\$ 1,759,771	15.28%
Benefits	6,037,232	18.22%	4,770,258	1,266,974	26.56%
Actuarial Calculated Pension Expense	(857,088)	(2.59%)	(2,344,833)	1,487,745	(63.45%)
Professional and Technical Educational Services	1,027,983	3.10%	1,072,579	(44,596)	(4.16%)
Scholarships and Awards	970,878	2.93%	1,421,191	(450,313)	(31.69%)
Utilities	982,506	2.97%	885,393	97,113	10.97%
Depreciation and Amortization	2,689,019	8.12%	1,904,040	784,979	41.23%
Other Operating Expenses	9,008,313	27.19%	4,669,659	4,338,654	92.91%
Total Operating Expenses	<u>\$ 33,134,530</u>	<u>100.00%</u>	<u>\$ 23,894,203</u>	<u>\$ 9,240,327</u>	<u>38.67%</u>

Expenses for the year ended June 30, 2024, increased by \$9,240,327 compared to fiscal year ended June 30, 2023, which represents a 38.67 percent increase. As derived from information provided by the Systems, the actuarial calculated pension expense caused \$1,487,745 of the change. Salaries and wages increased by \$1,759,771 and benefits increased by \$1,266,974 due to a 6.75 percent cost-of-living adjustment as well as continued efforts to enhance compensation and benefits throughout the College. Scholarships and awards decreased by \$450,313 as a result of completion of student stipends due to the COVID-19 global pandemic offset by an increase in Pell Grant.

## Debt Administration

The College's debt consists of liabilities for compensated absences and termination benefits which collectively increased by \$366,088 during fiscal year 2024. For additional information on these liabilities see Note 6.

## Economic Outlook

Besides the effect of unfunded depreciation, the College is not aware of any current facts, decisions, or conditions that are expected to have a significant effect on the financial position or results of operations during this fiscal year beyond those unknown variations which have a global effect on virtually all types of business operations. The College continues to update facilities as budgets allow. Pending capital projects include continued infrastructure projects to update and modernize the College, particularly the Business & Innovation Hub. The unfunded depreciation expenses are likely to have a significant negative impact on the Changes in Net Position. Overall, the College's financial position is strong. The College will maintain a close watch over resources to maintain the College's ability to respond to unknown internal and external issues.

## Requests for Information

This financial report is designed to provide a general overview of the College's finances for all those with an interest in the College's finances and to show the College's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Fiscal Services Office, Bridgerland Technical College, 1301 North 600 West, Logan, Utah 84321.

# Financial Statements

## Statement of Net Position

As of June 30, 2024

### ASSETS

#### Current Assets

Cash and Cash Equivalents (Notes 1, 2)	\$ 13,351,471
Accounts Receivable (Note 3)	386,480
Due From State Agencies (Note 3)	601,067
Leases Receivable (Notes 1, 3, 5)	210,256
Inventories (Note 1)	852,291
Prepaid Expenses	255,648
<b>Total Current Assets</b>	<b>15,657,213</b>

#### Noncurrent Assets

Restricted Cash and Cash Equivalents (Notes 1, 2)	269,501
Leases Receivable (Notes 1, 3, 5)	35,703
Capital Assets, Net of Depreciation and Amortization (Notes 1, 4)	72,541,645
Net Pension Asset (Notes 1, 8)	1,498,515
<b>Total Noncurrent Assets</b>	<b>74,345,364</b>
<b>Total Assets</b>	<b>90,002,577</b>

### DEFERRED OUTFLOWS OF RESOURCES

Deferred Outflows Relating to Pensions (Notes 1, 8)	1,501,378
<b>Total Deferred Outflows of Resources</b>	<b>1,501,378</b>

### LIABILITIES

#### Current Liabilities

Accounts Payable (Note 3)	512,136
Due to State Agencies (Note 3)	325,880
Unearned Revenue	674,374
Accrued Payroll	176,620
Termination Benefits (Notes 6, 7)	361,878
Compensated Absences (Notes 6, 9)	390,186
<b>Total Current Liabilities</b>	<b>2,441,074</b>

#### Noncurrent Liabilities

Termination Benefits (Notes 6, 7)	451,740
Compensated Absences (Notes 6, 9)	492,390
Net Pension Liability (Notes 1, 6, 8)	47,856
<b>Total Noncurrent Liabilities</b>	<b>991,986</b>
<b>Total Liabilities</b>	<b>3,433,060</b>

### DEFERRED INFLOWS OF RESOURCES

Deferred Inflows Relating to Pensions (Notes 1, 8)	2,505
Deferred Inflows Relating to Leases (Notes 1, 5)	245,959
<b>Total Deferred Inflows of Resources</b>	<b>248,464</b>

### NET POSITION

Net Investment in Capital Assets	72,541,645
Restricted for	
Expendable – Scholarships and Other	673,101
Expendable – Capital Gifts	200,375
Unrestricted	14,407,310
<b>Total Net Position</b>	<b>\$ 87,822,431</b>

*The accompanying notes are an integral part of these financial statements.*

## Statement of Revenues, Expenses, and Changes in Net Position

For the Year Ended June 30, 2024

### REVENUES

#### Operating Revenues (Note 1)

Student Tuition and Fees (Net of Scholarship Allowances of \$925,504)	\$ 2,572,541
Federal Grants and Contracts	459,100
State Grants and Contracts	934,053
Local Grants and Contracts	910,046
Sales and Services of Educational Activities	1,287,326
Auxiliary Enterprises (Net of Scholarship Allowances of \$25,929)	674,953
<b>Total Operating Revenues</b>	<b>6,838,019</b>

### EXPENSES

#### Operating Expenses (Note 1)

Salaries and Wages	13,275,687
Benefits	6,037,232
Actuarial Calculated Pension Expense (Note 8)	(857,088)
Professional and Technical Educational Services	1,027,983
Scholarships and Awards	970,878
Utilities	982,506
Depreciation and Amortization	2,689,019
Other Operating Expenses	9,008,313
<b>Total Operating Expenses</b>	<b>33,134,530</b>
<b>Operating Loss</b>	<b>(26,296,511)</b>

### NONOPERATING REVENUES (EXPENSES)

State Appropriations	26,179,168
Federal Grants and Contracts	1,004,772
State Grants and Contracts	156,693
Gifts	739,593
Investment Income	902,513
Lease Income	255,109
Disposal of Capital Assets	4,737
Other Nonoperating Revenues (Expenses)	829,607
<b>Net Nonoperating Revenues</b>	<b>30,072,192</b>

### OTHER REVENUES

Capital Appropriations	51,317,556
Capital Gifts	55,000
<b>Total Other Revenues</b>	<b>51,372,556</b>
<b>Increase (Decrease) in Net Position</b>	<b>55,148,237</b>

### NET POSITION

Net Position – Beginning of Year	32,674,194
Net Position – End of Year	<u>\$ 87,822,431</u>

*The accompanying notes are an integral part of these financial statements.*

## Statement of Cash Flows

For the Year Ended June 30, 2024

### CASH FLOWS FROM OPERATING ACTIVITIES

Receipts from Tuition and Fees	\$ 2,550,123
Receipts from Grants and Contracts	1,935,081
Receipts from Auxiliary Enterprise Charges	673,733
Receipts from Sales and Services of Educational Activities	1,275,464
Payments to Employees for Salaries and Benefits	(19,961,012)
Payments to Suppliers	(6,585,345)
Payments for Scholarships	(970,878)
Net Cash Used by Operating Activities	<u>(21,082,834)</u>

### CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES

Receipts from State Appropriations	23,631,526
Receipts from Noncapital Contracts and Grants	1,180,726
Gifts Received	666,426
Other Nonoperating Receipts	1,043,831
Net Cash Provided by Noncapital Financing Activities	<u>26,522,509</u>

### CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES

Cash Paid for Capital Assets	(2,353,621)
Cash Paid for Construction/Implementation in Progress	(406,686)
Proceeds from Sale of Capital Assets	14,700
Gifts Received	5,000
Net Cash Used by Capital and Related Financing Activities	<u>(2,740,607)</u>

### CASH FLOWS FROM INVESTING ACTIVITIES

Receipt of Interest on Investments	<u>902,513</u>
Net Cash Provided by Investing Activities	<u>902,513</u>

Net Increase (Decrease) in Cash and Cash Equivalents 3,601,581

CASH AND CASH EQUIVALENTS – BEGINNING OF YEAR 10,019,391

CASH AND CASH EQUIVALENTS – END OF YEAR \$ 13,620,972

(continued next page)

**RECONCILIATION OF OPERATING LOSS TO  
NET CASH USED BY OPERATING ACTIVITIES**

Operating Loss	\$ (26,296,511)
Adjustments to Reconcile Operating Loss to Net Cash Used by Operating Activities:	
Depreciation and Amortization Expense	2,689,019
In-kind Gifts Received and Expensed	86,994
Non-Capital Expenditures Received through the State of Utah (DFCM)	2,547,642
Difference between Actuarial Calculated Pension Expense and Actual Contributions	(1,894,827)
Changes in Assets and Liabilities:	
Accounts Receivable/Due From State Agencies	1,192,724
Inventories	47,983
Prepaid Expenses	(81,835)
Accounts Payable/Due to State Agencies	198,251
Unearned Revenue	42,977
Accrued Payroll	18,661
Termination Benefits/Compensated Absences	366,088
Net Cash Used by Operating Activities	<u>\$ (21,082,834)</u>

**NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES**

Capital Asset Additions through the State of Utah (DFCM)	\$ 51,317,556
Capital Gifts	\$ 50,000

*The accompanying notes are an integral part of these financial statements.*

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**Statement of Fiduciary Net Position****June 30, 2024**

	Bridgerland Technical College 401(k) Plan
<b>ASSETS</b>	
Investments (Note 2)	4,344,475
Participant Loans Receivable (Note 3)	51,013
<b>Total Assets</b>	<u>4,395,488</u>
<b>LIABILITIES</b>	
Liabilities	-
<b>Total Liabilities</b>	<u>-</u>
<b>NET POSITION</b>	
Restricted for	
Defined Contribution	4,395,488
<b>Total Net Position</b>	<u><u>\$ 4,395,488</u></u>

*The accompanying notes are an integral part of these financial statements.*

## Statement of Changes in Fiduciary Net Position

For the Year Ended June 30, 2024

	Bridgerland Technical College 401(k) Plan
<b>ADDITIONS</b>	
Contributions	
Participant	\$ 329,792
Employer	832,009
Rollover	264
Total Contributions	<u>1,162,065</u>
Investment Earnings	
Increase (Decrease) in Fair Value of Instruments	589,199
Less Investment Costs	29,663
Net Investment Earnings	<u>559,536</u>
<b>Total Additions</b>	<u>1,721,601</u>
<b>DEDUCTIONS</b>	
Distributions	<u>4,070</u>
<b>Total Deductions</b>	<u>4,070</u>
<b>Increase (Decrease) in Fiduciary Net Position</b>	1,717,531
<b>NET POSITION</b>	
Net Position – Beginning of Year	<u>2,677,957</u>
Net Position – End of Year	<u>\$ 4,395,488</u>

*The accompanying notes are an integral part of these financial statements.*

## Notes to the Financial Statements

### Note 1. Summary of Significant Accounting Policies

The accompanying financial statements of the Bridgerland Technical College (the College) have been prepared in conformity with generally accepted accounting principles (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB).

Preparation of the financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements. Actual results could differ from those estimates.

#### *Reporting Entity*

The College is an independent college within the Utah System of Higher Education and maintains a local Board of Trustees. It is included as a component unit of the State of Utah and is included in the State's *Annual Comprehensive Financial Report*. The College is considered a component unit because it was established under Utah statute, receives appropriations from the State, and is financially accountable to the State.

Funding for the College is received primarily from direct appropriations from the Utah State Legislature, as well as tuition and fees, and grants and contracts with federal, State, and local agencies.

#### *Blended Component Units*

The Bridgerland Technical College Continuing Education Foundation (CE Foundation) is a legally separate and tax-exempt organization that was formed to exclusively benefit the College and its students. The nature of the relationship between the CE Foundation and the College meets the requirements for the CE Foundation to be presented in the College's financial statements as a blended component unit. Further information and condensed financials for the CE Foundation can be found in Note 14.

The Bridgerland Innovation Foundation (Innovation Foundation) is a legally separate organization that was formed to exclusively benefit the College. The nature of the relationship between the Innovation Foundation and the College meets the requirements for the Innovation Foundation to be presented in the College's financial statements as a blended component unit. Further information and condensed financials for the Innovation Foundation can be found in Note 14.

#### *Fiduciary Activities*

The Bridgerland Technical College 401(k) Plan (the Plan) is a legally separate entity with a year-end of December 31 that was created to exclusively benefit the College and its employees by providing an alternate 401(k) defined contribution plan. The nature of the relationship between the Plan and the

College meets the requirements for the Plan to be considered a fiduciary component unit and accounted for as a fiduciary activity as outlined by GASB 84, *Fiduciary Activities*. Further information is provided in the Statement of Fiduciary Net Position, the Statement of Changes in Fiduciary Net Position, and Note 8.

#### *Measurement Focus and Basis of Accounting*

The financial statements of the College are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues/additions are recorded when earned and expenses/deductions are recorded when a liability is incurred, regardless of the timing of the related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The College distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with the College's principal mission of instruction. Operating expenses include the cost of services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, the College uses restricted resources first and then unrestricted resources as they are needed.

#### *Deposits and Investments*

The College's cash and cash equivalents are considered to be cash on hand, demand deposits, short-term investments with original maturities of three months or less from the date of acquisition, and amounts invested with the Utah Public Treasurers' Investment Fund.

Cash and investments at the College are administered in accordance with the State of Utah Money Management Act (*Utah Code*, Title 51, Chapter 7).

Investments for the College are reported at fair value in accordance with GASB 72, *Fair Value Measurement and Application*. Accordingly, the change in fair value of investments is recognized as an increase or decrease to investment assets and investment income.

Investments for the Bridgerland Technical College 401(k) Plan are reported at fair value in accordance with GASB 72, *Fair Value Measurement and Application*.

#### *Inventories*

Inventories are carried at the lower of cost or market on either the first-in, first-out ("FIFO") basis or on the average cost basis.

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### *Capital Assets*

Capital assets include property, buildings and improvements, equipment, and vehicles with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost. Donated capital assets are recorded at acquisition value at the time of the donation.

The costs of normal maintenance and repairs that do not add to the capacity of the asset or materially extend assets lives are not capitalized. All land is capitalized and not depreciated.

Capital assets are depreciated over an estimated useful life using the straight-line method of depreciation. The estimated useful life of an asset is determined at acquisition based on guidelines provided in the State of Utah Fixed Assets Useful Life Table (FIACCT 09-17.01) and the professional judgment of the applicable department head. Assets typically have estimated useful lives as follows:

<u>Assets</u>	<u>Years</u>
Buildings and Improvements	20-40
Equipment and Vehicles	3-15

### *Subscription-Based Information Technology Arrangements*

The College recognized a subscription asset for subscriptions purchased for educational programs and administrative uses. Subscription assets and subscription liabilities are recorded at the present value of payments expected to be made during the subscription term. The College measured the qualifying SBITAs using a discount rate of 3.21 percent, which is a rate determined to estimate the College's incremental borrowing rate. Subscription assets are amortized using the straight-line method over the shorter of the subscription term or the useful life of the underlying asset. Additional information regarding SBITAs is found in Notes 4, 5, and 6.

### *Pensions*

For purposes of measuring the net pension asset, net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Utah Retirement Systems (the Systems) Pension Plan and additions to/deductions from the Systems' fiduciary net position have been determined on the same basis as they are reported by the Systems. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefits terms. Investments are reported at fair value.

### *Deferred Outflows/Inflows of Resources*

In addition to assets, financial statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources,

represents a consumption of net position that applies to a future period(s) and will not be recognized as an outflow of resources (expense/expenditure) until then. In addition to liabilities, the financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and will not be recognized as an inflow of resources (revenue) until that time.

In accordance with GASB 87, *Leases*, the College has recognized a deferred inflow of resources for a lease where the College is the lessor. The College will subsequently recognize revenue in a systematic and rational manner over the term of the lease. See Note 5 for further details.

## **Note 2.      Deposits and Investments**

The State of Utah Money Management Council has the responsibility to advise the State Treasurer about investment policies, promote measures and rules that will assist in strengthening the banking and credit structure of the State, and review the rules adopted under the authority of the Money Management Act (*Utah Code*, Title 51, Chapter 7) that relate to the deposit and investment of public funds.

The College follows the requirements of the Utah Money Management Act (the Act) in handling its depository and investment transactions. The Act requires the depositing of the College's funds in a qualified depository. The Act defines a qualified depository as any financial institution whose deposits are insured by an agency of the Federal Government and which has been certified by the State Commissioner of Financial Institutions as meeting the requirements of the Act and adhering to the rules of the Utah Money Management Council.

### *Deposits*

#### *Custodial Credit Risk*

Custodial credit risk is the risk that, in the event of a bank failure, the College's deposits may not be returned to it. The College does not have a formal deposit policy for custodial credit risk. As of June 30, 2024, \$141,835 of the College's bank balance of \$391,835 was uninsured and uncollateralized.

#### *Investments*

The Act defines the types of securities authorized as appropriate investments for the College's funds and the conditions for making investment transactions. Investment transactions may be conducted only through qualified depositories, certified dealers, or directly with issuers of the investment securities.

Statutes authorize the College to invest in negotiable or nonnegotiable deposits of qualified or permitted depositories; repurchase and reverse repurchase agreements; commercial paper that is classified as "first tier" by two nationally recognized statistical rating organizations; bankers' acceptances; obligations of the United States Treasury including bills, notes, and bonds; obligations, other than mortgage derivative products, issued by U.S. Government sponsored enterprises (U.S. Agencies) such as the Federal Home Loan Bank System, Federal Home Loan Mortgage Corporation (Freddie Mac), and Federal National Mortgage Association (Fannie Mae); bonds, notes, and other evidence of indebtedness of political subdivisions of the State; fixed rate corporate obligations and variable rate securities rated "A" or higher, or the equivalent of "A" or higher, by two nationally recognized statistical rating organizations; shares or certificates in a money market mutual fund as defined in the Act; reciprocal deposits and negotiable brokered certificates of deposit in accordance with the Act; and the Utah State Public Treasurers' Investment Fund (PTIF).

The Utah State Treasurer's Office operates the PTIF. The PTIF is available for investment of funds administered by any Utah public treasurer and is not registered with the Securities and Exchange Commission (SEC) as an investment company. The PTIF is authorized and regulated by the Act. The Act established the Money Management Council which oversees the activities of the State Treasurer and the PTIF and details the types of authorized investments. Deposits in the PTIF are not insured or otherwise guaranteed by the State of Utah, and participants share proportionally in any realized gains or losses on investments.

The Bridgerland Technical College 401(k) Plan is governed by a trust agreement with the trustees as the legally authorized party. Based on coordination and recommendation from third party advisors, the trustees select available investment options from a variety of investment choices offered by Transamerica. Contributions by employees are invested in the investment choice they designate. Transamerica allocates contributions to the funds based on the underlying investments of each fund. Transamerica evaluates the investment choices using a detailed scorecard process. In addition, the trustees evaluate investment choices using information and recommendations from third party advisors. Available investment choices that are available to employees are updated as needed.

The College measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

- Level 1: Quoted prices for identical investments in active markets;
- Level 2: Observable inputs other than quoted market prices; and,
- Level 3: Unobservable inputs.

At June 30, 2024, the College had \$13,683,622 held in the PTIF. The College's investment in the PTIF was valued using Level 2 measurements by applying the June 30, 2024, fair value factor as calculated by the Utah State Treasurer, to its June 30 balance in the fund.

The Bridgerland Technical College 401(k) Plan utilizes the same three-tiered fair value hierarchy for Level 1, 2, and 3 investments as the College (as shown above). As of December 31, 2023, the Plan's investments were valued as follows:

Investment Type	Fair Value	Fair Value Measurements Using		
		Level 1	Level 2	Level 3
<b>Debt Securities</b>				
<i>Bond Mutual Funds</i>	\$ 56,205	-	\$ 56,205	-
<b>Equity Securities</b>				
<i>Equity Mutual Funds</i>	846,499	-	846,499	-
<b>Target Date Mutual Funds</b>	3,441,771	-	3,441,771	-
	<u>\$ 4,344,475</u>	<u>-</u>	<u>\$ 4,344,475</u>	<u>-</u>

#### Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The College's policy for managing its exposure to fair value loss arising from increasing interest rates is to comply with the Act. Section 51-7-11 of the Act requires that the remaining term to maturity of investments may not exceed the period of availability of the funds to be invested. The Act further limits the remaining term to maturity on all investments in commercial paper, bankers' acceptances, fixed rate negotiable deposits, and fixed rate corporate obligations to 270 days – 15 months or less. The Act further limits the remaining term to maturity on all investments in obligations of the United States Treasury; obligations issued by U.S. government sponsored enterprises; and bonds, notes, and other evidence of indebtedness of political subdivisions of the State to 10 years for institutions of higher education. In addition, variable rate negotiable deposits and variable rate securities may not have a remaining term to final maturity exceeding 3 years. As of June 30, 2024, the average maturity of the College's investments was:

Investment Type	Fair Value	Investment Maturities (in years)
		Less than 1 year
<i>Debt Securities - PTIF</i>	\$13,683,622	\$13,683,622

The Bridgerland Technical College 401(k) Plan uses weighted average to classify investment maturity. As of December 31, 2023, the average maturity of the Plan's bond mutual funds was:

Investment Type	Fair Value	Investment Maturities (in years)		
		Less than 1 year	1-5	6-10
<i>Bond Mutual Funds</i>	\$56,205	\$15,387	-	\$40,818

### *Credit Risk*

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The College's policy for reducing its exposure to credit risk is to comply with the Act, as previously discussed. At June 30, 2024, the College's investments were all unrated.

The Bridgerland Technical College 401(k) Plan invests in a variety of bond mutual funds. The following table presents the credit risk ratings as of December 31, 2023:

Investment Type	Fair Value	Quality Rating						
		AAA	AA	A	BBB	BB	B	Not Rated
<i>Bond Mutual Funds</i>	\$56,205	\$1,571	\$28,880	\$20,297	\$4,987	\$29	\$37	\$404

## **Note 3.      Receivables and Payables**

### *Accounts Receivable*

The following schedule presents accounts receivable and due from State agencies at June 30, 2024, for the College:

Student Tuition and Fees	\$ 161,647
Federal Grants and Contracts	108,287
State and Local Grants and Contracts	85,407
Sales and Services of Educational Activities,	
Auxiliary Enterprises, Other	61,139
Less Allowance for Doubtful Accounts	<u>(30,000)</u>
<b>Total Accounts Receivable, net</b>	<u><u>\$ 386,480</u></u>
 Amounts Due From State Agencies	 \$ 601,067
<b>Total Due From State Agencies</b>	<u><u>\$ 601,067</u></u>

In addition, accounts receivable for the Bridgerland Technical College 401(k) Plan totaled \$51,013 for participant 401(k) loans as of December 31, 2023.

*Leases Receivable*

In accordance with GASB 87, *Leases*, the College recognized a current lease receivable of \$210,256 and a noncurrent lease receivable of \$35,703 to account for a lease where the College is the lessor. More information is available in Note 5.

*Accounts Payable*

Accounts payable for the College at June 30, 2024, consisted of vendor payments totaling \$512,136 and due to State agencies in the amount of \$325,880.

**Note 4. Capital Assets**

Additions to capital assets include amounts paid by the College as well as additions paid for by the Utah Division of Facilities Construction and Management (DFCM). Capital asset activity for the fiscal year ended June 30, 2024, was as follows:

	<b>Beginning Balance</b>	<b>Additions</b>	<b>Reductions</b>	<b>Ending Balance</b>
Construction/Implementation in Progress	\$ 931,607	\$ 406,686	\$ 931,607	\$ 406,686
Land	1,559,252	1,219,526	-	2,778,778
Buildings and Improvements	38,757,096	51,347,925	3,860	90,101,161
Equipment and Vehicles	9,932,445	2,080,610	276,129	11,736,926
Software Subscription Arrangements	36,030	-	-	36,030
Total	51,216,430	55,054,747	1,211,596	105,059,581
Less Accumulated Depreciation and Amortization:				
Buildings, Improvements, Equipment, and Vehicles	(30,082,062)	(2,675,409)	(270,026)	(32,487,445)
Software Subscription Arrangements	(16,881)	(13,610)	-	(30,491)
Net Capital Assets	<u>\$ 21,117,487</u>	<u>\$ 52,365,728</u>	<u>\$ 941,570</u>	<u>\$ 72,541,645</u>

**Note 5. Leases and Subscription-Based Information Technology Arrangements***Leases*

The College provides space to various entities affiliated with the College's Business & Innovation Hub and has determined that these agreements are classified as short-term leases and do not meet the criteria for additional reporting as required by GASB 87, *Leases*.

The College entered into a lease agreement as the lessor for a portion of one of its buildings located at 940 West 1400 North, Logan, Utah, effective August 11, 2022. The lease term runs through August 31, 2025. The agreement continues thereafter year to year, with an option by both parties to terminate

the lease with a six-month written notice. It is unknown as of June 30, 2024, if the leasing arrangement will continue beyond August 31, 2025. Lease payments include 1 partial monthly payment of \$12,141 and 36 monthly payments of \$17,923. The lease receivable is measured at a discount rate of 3.21 percent, which is a rate determined to estimate the College's incremental borrowing rate when the lease was first recorded. Based on an end date of August 31, 2025, the College recorded a lease receivable of \$245,959 as of June 30, 2024. Minimum lease payments received on this lease are as follows:

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Leases Receivable Balance</b>
2024	203,623	11,453	245,959
2025	210,256	4,820	35,703
2026	35,703	143	-

### *Subscription-Based Information Technology Arrangements*

The College has entered into Subscription-Based Information Technology Arrangements (SBITAs) for educational programs and administrative uses. There are no future commitments for SBITA payables as of June 30, 2024.

## **Note 6. Long-Term Liabilities**

The following is a summary of the changes to the College's long-term liabilities during the fiscal year ended June 30, 2024:

	<b>Beginning Balance</b>	<b>Additions</b>	<b>Reductions</b>	<b>Ending Balance</b>	<b>Due Within One Year</b>
Termination Benefits	\$ 471,012	\$ 492,772	\$ 150,166	\$ 813,618	\$ 361,878
Compensated Absences	859,094	580,935	557,453	882,576	390,186
Software Subscription Arrangements	4,723	-	4,723	-	-
Net Pension Liability	30,416	17,440	-	47,856	-
Total Noncurrent Liabilities	<u>\$ 1,365,245</u>	<u>\$ 1,091,147</u>	<u>\$ 712,342</u>	<u>\$ 1,744,050</u>	<u>\$ 752,064</u>

## **Note 7. Termination Benefits**

In accordance with the College's Early Retirement Incentive Policy, benefits-eligible employees (1) whose accumulated age and years of service in the Utah Retirement Systems (the Systems) or Alternate Retirement Plan equal or exceed 75, (2) who have at least five years of service at the College, (3) who meet the eligibility requirements for retirement under rules established by the Systems or are eligible

to retire and withdraw funds from the Alternate Retirement Plan without an early withdrawal penalty as determined by IRS (typically age 59 ½), and (4) who actually retire prior to reaching the age of eligibility for unreduced social security benefits (typically age 65), may apply for participation in the College's Voluntary Early Retirement Incentive Program.

Entrance or participation in the Voluntary Early Retirement Incentive Program is strictly voluntary and is not a right or entitlement but is a privilege available to level 3 benefits-eligible employees who apply for and receive approval from the College's administration.

The Voluntary Early Retirement Incentive Program provides for two types of incentives: (1) a stipend incentive and (2) a health insurance coverage incentive. The College's administration has the option of approving the incentives independent of each other or may approve a mix of both incentives depending on the facts and circumstances of the individual situation consistent with the overall theory behind the availability of the incentives.

The incentive stipend, when approved, results in a lump-sum payment first as an employer-paid purchase of service credits to the Systems if the employee is eligible and next as an employer-paid contribution directly to the employee's 401(k) and/or 457 up to approved IRS limitations. The incentive health insurance coverage is provided for a maximum of 60 months or when the employee reaches the age of eligibility for full Medicare coverage (presumably 65), whichever occurs first.

These benefits are funded by the College on a pay-as-you-go basis. At June 30, 2024, there were 11 retirees approved for benefits under the Voluntary Early Retirement Incentive Program.

The College accrues and reports retirement incentive amounts equal to the projected total benefit obligation in the year in which the individual retires. These benefits are accrued as qualified employees apply for and are approved for this retirement option. The College has recorded a liability for the cost of these benefits at their current cost plus projected increases expected based on historical data for health care inflationary trends which has been estimated at 10.00 percent. The cumulative accrued retirement incentive plan liability as of June 30, 2024, totaled \$813,618.

## **Note 8.      Retirement Plans**

The College provides retirement benefits to all benefits-eligible employees in accordance with the requirements of Title 49 of the *Utah Code*, Annotated, 1953, as amended. Employees participate in the Utah Retirement Systems (the Systems) and/or an alternate defined contribution plan depending on hire date and employee classification.

### *Defined Benefit Plans*

The Systems are comprised of the following pension trust funds, which are multiple-employer, cost-sharing public employee retirement systems:

- Public Employees Noncontributory Retirement System (Noncontributory System);
- Tier 2 Public Employees Contributory Retirement System (Tier 2 Public Employees System).

The Tier 2 Public Employees System became effective July 1, 2011. All eligible employees beginning on or after July 1, 2011, who have no previous service credit with any of the Systems, are members of the Tier 2 Public Employees System.

The Systems are established and governed by the respective sections of Title 49 of the *Utah Code*. The Systems' defined benefit plans are amended statutorily by the State Legislature. The Utah State Retirement Office Act in Title 49 provides for the administration of the Systems under the direction of the Utah State Retirement Board (Board), whose members are appointed by the Governor. The Systems are fiduciary funds defined as pension (and other employee benefit) trust funds. The Systems are a component unit of the State of Utah. Title 49 of the *Utah Code* grants the authority to establish and amend the benefit terms.

The Systems issue a publicly available financial report that can be obtained by writing to the Utah Retirement Systems, 560 East 200 South, Salt Lake City, Utah 84102 or visiting the website: [www.urs.org/general/publications](http://www.urs.org/general/publications).

### *Benefits Provided*

The Systems provide retirement, disability, and death benefits. Retirement benefits are as follows:

System	Final Average Salary	Years of Service Required and/or Age Eligible for Benefit	Benefit Percent per Year of Service	COLA**
Noncontributory System	Highest 3 years	30 years any age 25 years any age* 20 years age 60* 10 years age 62* 4 years age 65	2% per year all years	Up to 4%
Tier 2 Public Employees System	Highest 5 years	35 years any age 20 years age 60* 10 years age 62* 4 years age 65	1.5% per year all years	Up to 2.5%

\* with actuarial reductions

\*\* All post-retirement cost-of-living adjustments are non-compounding and are based on the original benefit. The cost-of-living adjustments are also limited to the actual Consumer Price Index (CPI) increase for the year, although unused CPI increases not met may be carried forward to subsequent years.

### *Contributions*

As a condition of participation in the Systems, employers and/or employees are required to contribute certain percentages of salary and wages as authorized by statute and specified by the Systems' Board.

Contributions are actuarially determined as an amount that, when combined with employee contributions (where applicable), is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded actuarial accrued liability. Contribution rates as of June 30, 2024, are as follows:

	<b>Paid by College for Employee</b>	<b>College Contribution Rate</b>
Noncontributory System	N/A	22.19
Tier 2 Public Employees System	N/A	19.84

Tier 2 rates include a statutory required contribution to finance the unfunded actuarial accrued liability of the Tier 1 plans.

For fiscal year ended June 30, 2024, the employer and employee contributions to the Systems were as follows:

	<b>College Contributions</b>	<b>Employee Contributions</b>
Noncontributory System	\$ 864,489	-
Tier 2 Public Employees System	132,059	-
Total Contributions	<u>\$ 996,548</u>	<u>\$ -</u>

Contributions reported are the Systems' Board approved required contributions by System. Contributions in the Tier 2 Systems are used to finance the unfunded liabilities in the Tier 1 Systems.

At June 30, 2024, the College reported a net pension asset of \$1,498,515 and a net pension liability of \$47,856.

	<b>Net Pension Asset</b>	<b>Net Pension Liability</b>	<b>Proportionate Share December 31, 2023</b>	<b>Proportionate Share December 31, 2022</b>	<b>Change (Decrease)</b>
Noncontributory System	\$ 1,498,515	\$ -	1.8933181%	2.0122338%	(0.1189157)%
Tier 2 Public Employees System	-	47,856	0.0245870%	0.0279327%	(0.0033457)%
Total Net Pension Asset / Liability	<u>\$ 1,498,515</u>	<u>\$ 47,856</u>			

The net pension asset and liability were measured as of December 31, 2023. The total pension liability used to calculate the net pension asset and liability was determined by an actuarial valuation as of January 1, 2023, and rolled forward using generally accepted actuarial procedures. The proportion of the net pension asset and liability is equal to the ratio of the employer's actual contributions to the Systems during the plan year over the total of all employer contributions to the System during the plan year.

For the year ended June 30, 2024, the College recognized pension expense of (\$857,088).

At June 30, 2024, the College's portion of the reported deferred outflows of resources and deferred inflows of resources related to pensions were from the following sources:

	Deferred Outflows of Resources	Deferred Inflow of Resources
Differences between expected and actual experience	\$ 328,002	\$ 784
Changes in assumptions	190,152	38
Net difference between projected and actual earnings on pension plan investments	457,049	-
Changes in proportion and differences between contributions and proportionate share of contributions	27,008	1,683
Contributions subsequent to the measurement date	499,167	-
<b>Total</b>	<b>\$ 1,501,378</b>	<b>\$ 2,505</b>

Of the amount reported as deferred outflows of resources related to pensions, \$499,167 resulted from contributions made by the College prior to its fiscal year end, but subsequent to the measurement date of December 31, 2023. These contributions will be recognized as a reduction of the net pension liability in the upcoming fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ending December 31,	Deferred Outflows (Inflows) of Resources
2024	\$ 189,062
2025	\$ 100,398
2026	\$ 875,679
2027	\$ (191,789)
2028	\$ 4,746
Thereafter	\$ 21,610

### Actuarial Assumptions

The total pension liability in the December 31, 2023, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50 percent
Salary Increases	3.5 – 9.5 percent, average, including inflation
Investment Rate of Return	6.85 percent, net of pension plan investment expense, including inflation

Mortality rates were adopted from an actuarial experience dated January 1, 2023. The retired mortality tables are developed using Systems' retiree experience and are based upon gender, occupation, and age as appropriate with projected improvement using the ultimate rates from the MP-2020 improvement scale using a base year of 2020. The mortality assumption for active members is the PUB-

2010 Employee Mortality Table for public employees, teachers, and public safety members, respectively.

The actuarial assumptions used in the January 1, 2023, valuation were based on the results of an actuarial experience study for the period ending December 31, 2022.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class and is applied consistently to each defined benefit pension plan. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Expected Return Arithmetic Basis		
	Target Asset Allocation	Real Return Arithmetic Basis	Long-Term Expected Portfolio Real Rate of Return
Equity Securities	35%	6.87%	2.40%
Debt Securities	20%	1.54%	0.31%
Real Assets	18%	5.43%	0.98%
Private Equity	12%	9.80%	1.18%
Absolute Return	15%	3.86%	0.58%
Cash and Cash Equivalents	0%	0.24%	0.00%
<b>Totals</b>	100%		5.45%
	Inflation		2.50%
	Expected Arithmetic Nominal Return		7.95%

The 6.85% assumed investment rate of return is comprised of an inflation rate of 2.50%, and a real return of 4.35% that is net of investment expense.

### *Changes in Assumptions*

Changes include updates to the mortality improvement assumption, salary increase assumption, disability incidence assumption, assumed retirement rates, and assumed termination rates, as recommended with the January 1, 2023, actuarial experience study.

### *Discount Rate*

The discount rate used to measure the total pension liability was 6.85 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from all participating employers will be made at

contractually required rates that are actuarially determined and certified by the Systems' Board. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current, active, and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The discount rate does not use the Municipal Bond Index Rate.

*Sensitivity of the Proportionate Share of the Net Pension (asset) / liability to Changes in the Discount Rate*

The following presents the proportionate share of the net pension (asset)/liability calculated using the discount rate of 6.85 percent, as well as what the proportionate share of the net pension (asset)/liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.85 percent) or 1 percentage point higher (7.85 percent) than the current rate:

<b>System</b>	<b>1% Decrease (5.85%)</b>	<b>Discount Rate (6.85%)</b>	<b>1% Increase (7.85%)</b>
Noncontributory System	\$ 3,799,523	\$ (1,498,515)	\$ (5,946,348)
Tier 2 Public Employees System	164,425	47,856	(42,544)
Total	<u>\$ 3,963,948</u>	<u>\$ (1,450,659)</u>	<u>\$ (5,988,892)</u>

Detailed information about the pension plan's fiduciary net position is available in the Systems' separately issued financial report.

*Defined Contribution Plans*

The College offers employees a 401(k) defined contribution plan through the Utah Retirement Systems (Systems) or the Bridgerland Technical College 401(k) Plan (the Plan) through Transamerica Retirement Solutions.

In September of 2011, eligible employees voted to discontinue participation in Social Security Administration as allowed under the guidelines of Section 218 of the Social Security Act. As a result, beginning in October of 2011, the College began contributing an additional 6.20 percent of these eligible employees' salaries into their respective 401(k) accounts.

*Utah Retirement Systems (the Systems)*

The College also contributes 1.50 percent of eligible employees' gross earnings to the respective contribution plan for Tier 1 and Tier 2 Systems' participants. Employees who participate in the Tier 2 plan have two options. The first option is the Hybrid Plan, which requires an employer to pay 20.02 percent, of which 19.84 percent is a retirement contribution and the balance of 0.18 percent is contributed to the employee's contribution plan. If the retirement contribution rises above 20.02

percent as published by the Systems each year, then there will not be a defined contribution and the employee is required to pay the difference for the retirement contribution. The second option is the Defined Contribution Only Plan, which requires the employer to pay 20.02 percent of which 10.02 percent is a retirement contribution and the remainder 10.00 percent is contributed to the employee's contribution plan. Tier 2 retirement rates include a statutory required contribution to finance the unfunded actuarial accrued liability of Tier 1 plans.

Employer contributions by the College to the Systems for the year ended June 30, 2024, totaled \$421,064. Under certain IRS and plan restrictions, employees can make additional contributions. Contributions by College employees for the year ended June 30, 2024, totaled \$320,294.

Employees may also participate in an IRS 457 deferred compensation plan offered through the Systems. Employee contributions toward this plan for the year ended June 30, 2024, totaled \$25,477.

#### *Bridgerland Technical College 401(k) Plan (the Plan)*

The Plan is a defined contribution plan created for the sole purpose of providing an alternate 401(k) defined contribution plan to eligible staff and faculty at the College. The College is the only participating employer. The Plan is administered through a trust with the College President and Chief Financial Officer as trustees. The College has an obligation to make contributions, which vest at the time contributions are made. For employees covered by the alternate defined contribution plan, the College contributes 14.20 percent of eligible employees' gross earnings. As of June 30, 2024, there were 109 plan members. Employer contributions toward this plan for the year ended June 30, 2024, totaled \$1,012,620. Employee contributions toward this plan for the year ended June 30, 2024, totaled \$351,395.

### **Note 9.      Compensated Absences**

The College accrues and reports vacation leave in the year earned. Benefits-eligible employees are eligible for one day (1.00) of paid vacation leave per month for the first five years of employment, one and a quarter days (1.25) per month for the next five years of employment, and one and a half days (1.50) per month after that. Carryover is subject to year-to-year analysis. For fiscal year 2024, vacation leave carryover was limited to 30.00 percent of the current year's accrual.

Upon termination, the cash value of accumulated unused vacation leave calculated by multiplying the employee's current hourly rate by the number of accrued hours of vacation leave will be paid directly to the employee's 401(k)/457 plan account as an employer paid contribution, subject to the IRS rules and regulations and rules set by the respective defined contribution plan. Any excess or remaining benefit will be distributed to the employee as taxable compensation.

**Note 10. Contingent Liabilities**

The College has received notice of various legal actions arising out of the normal course of business. The College is vigorously contesting all of these matters, but as of this date, it is not possible to estimate the outcome or the financial impact an adverse ruling on these actions would have upon the College. In the opinion of management, the ultimate resolution of these matters will not have a material adverse effect upon the College's financial position.

The College participates in certain federal grant programs that are subject to financial and compliance audits by the grantor or its representative. Such audits could lead to the grantor agency requesting reimbursement for any disallowed expenditures under the grant terms. Management believes such program review disallowances, if any, will not be material.

**Note 11. Risk Management**

The College maintains insurance coverage for general, automobile, personal injury, errors and omissions, employee dishonesty and malpractice liability through policies administered by the Utah State Risk Management Fund (the Fund). The College also has replacement cost insurance on its buildings and contents against all insurable risks of direct physical loss or damage with the Fund. This all-risk insurance coverage provides for repair or replacement of damaged or stolen College property on a replacement cost basis subject to a \$2,500 deductible per occurrence. All College employees are covered by workers compensation insurance administered by the Workers Compensation Fund of Utah.

**Note 12. Related Parties**

The College entered into an operating and maintenance agreement with the State of Utah, acting through the Utah Division of Facilities Construction and Management (DFCM) for the Brigham City Campus Building. This agreement is renewable on a yearly basis. As of June 30, 2024, the contract had been renewed effective until June 30, 2025. During fiscal year 2024, the College paid a total of \$296,884 to DFCM under this agreement.

**Note 13. Natural and Functional Expense Classification**

The following is a summary of natural expense classifications with functional expense classifications for the year ended June 30, 2024:

	Salaries and Wages	Benefits	Actuarial Calculated Pension Expense	Scholarships and Awards	Utilities	Depreciation and Amortization	Other Operating Expenses	Total
Instruction	\$ 7,802,037	\$ 3,508,897	\$ -	\$ -	\$ -	\$ -	\$ 4,592,816	\$ 15,903,750
Public Service	223,455	56,346	-	-	-	-	38,157	317,958
Academic Support	1,219,925	501,298	-	-	-	-	90,727	1,811,950
Student Services	761,753	373,151	-	-	-	-	108,100	1,243,004
Institutional Support	2,654,898	1,342,390	-	-	10,221	-	1,519,716	5,527,225
Operation and Maintenance	437,828	203,122	-	-	972,285	-	2,959,468	4,572,703
Depreciation and Amortization	-	-	-	-	-	2,689,019	-	2,689,019
Scholarships and Awards	-	-	-	970,878	-	-	-	970,878
Other	-	-	(857,088)	-	-	-	-	(857,088)
Auxiliary	175,791	52,028	-	-	-	-	727,312	955,131
Total	\$ 13,275,687	\$ 6,037,232	\$ (857,088)	\$ 970,878	\$ 982,506	\$ 2,689,019	\$ 10,036,296	\$ 33,134,530

**Note 14. Blended Component Units***Bridgerland Technical College Continuing Education Foundation*

The Bridgerland Technical College Continuing Education Foundation (CE Foundation) was granted a Certificate of Incorporation on October 12, 2021, under the laws of the State of Utah and is recognized as a "Section 501(c)3" Corporation by the Internal Revenue Service. The CE Foundation exists to offer continuing education courses of interest and basic instruction necessary for student success in a chosen technical education or job-related program. The CE Foundation is a legally separate organization with the same governing Board of Trustees as the College. The College provides administrative resources for the daily operations of the CE Foundation. The CE Foundation is considered a component unit of the College and is presented in the College's financial statements as a blended component unit.

*Bridgerland Innovation Foundation*

The Bridgerland Innovation Foundation (Innovation Foundation) was granted a Certificate of Incorporation on June 27, 2022, under the laws of the State of Utah. Recognition as a "Section 501(c)3" Corporation by the Internal Revenue Service is still pending as of June 30, 2024. The Innovation Foundation has deliberately waited to begin operations until the 501(c)3 designation is approved. As such, no transactions have occurred yet for the Innovation Foundation as of June 30, 2024. The Innovation Foundation will exist to offer business startup consulting, expansion, training, and innovation services to individuals and companies for economic development. The Innovation Foundation is a legally separate organization with its Board of Directors appointed by the College's Board of Trustees. A majority of voting Board of Directors are from the College's Board of Trustees. The College will provide administrative resources for the daily operations of the Innovation Foundation.

The Innovation Foundation is considered a component unit of the College and is presented in the College's financial statements as a blended component unit.

The following is a condensed version of the CE Foundation's and Innovation Foundation's financial statements for the fiscal year ended June 30, 2024:

CONDENSED STATEMENT OF NET POSITION

	Continuing Education Foundation	Innovation Foundation	Primary Government Eliminations	Total Net of Eliminations
<b>ASSETS</b>				
<b>Current Assets</b>				
Cash and Cash Equivalents	\$ 321,552	\$ -	\$ (104,488)	\$ 217,064
Accounts Receivable	\$ 624			624
Due From State Agencies	48	-	-	48
Prepaid Expenses	3,126	-	-	3,126
<b>Total Current Assets</b>	<u>325,350</u>	<u>-</u>	<u>(104,488)</u>	<u>220,862</u>
<b>LIABILITIES</b>				
<b>Current Liabilities</b>				
Accounts Payable	8,527	-	-	8,527
Unearned Revenue	11,323	-	-	11,323
Accrued Payroll	5,978	-	-	5,978
<b>Total Current Liabilities</b>	<u>25,828</u>	<u>-</u>	<u>-</u>	<u>25,828</u>
<b>NET POSITION</b>				
Unrestricted	<u>299,522</u>	<u>-</u>	<u>(104,488)</u>	<u>195,034</u>
<b>Total Net Position</b>	<u>\$ 299,522</u>	<u>\$ -</u>	<u>\$ (104,488)</u>	<u>\$ 195,034</u>

## CONDENSED STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

	Continuing Education Foundation	Innovation Foundation	Primary Government Eliminations	Total Net of Eliminations
<b>REVENUES</b>				
<b>Operating Revenues</b>				
Student Fees	\$ 422,114	\$ -	\$ (105,518)	\$ 316,596
<b>Total Operating Revenues</b>	<u>422,114</u>	<u>-</u>	<u>(105,518)</u>	<u>316,596</u>
<b>EXPENSES</b>				
<b>Operating Expenses</b>				
Salaries and Wages	94,807	-	-	94,807
Benefits	8,409	-	-	8,409
Other Operating Expenses	<u>233,447</u>	<u>-</u>	<u>(1,030)</u>	<u>232,417</u>
<b>Total Operating Expenses</b>	<u>336,663</u>	<u>-</u>	<u>(1,030)</u>	<u>335,633</u>
<b>Operating Income (Loss)</b>	<u>85,451</u>	<u>-</u>	<u>(104,488)</u>	<u>(19,037)</u>
<b>Increase (Decrease) in Net Position</b>	<u>85,451</u>	<u>-</u>	<u>(104,488)</u>	<u>(19,037)</u>
<b>NET POSITION</b>				
Net Position – Beginning of Year	<u>214,071</u>	<u>-</u>	<u>-</u>	<u>214,071</u>
Net Position – End of Year	<u>\$ 299,522</u>	<u>\$ -</u>	<u>\$ (104,488)</u>	<u>\$ 195,034</u>

## CONDENSED STATEMENT OF CASH FLOWS

	Continuing Education Foundation	Innovation Foundation	Primary Government Eliminations	Total Net of Eliminations
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Net Cash Provided/(Used) by Operating Activities	\$ 90,565	\$ -	\$ (104,488)	\$ (13,923)
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<u>90,565</u>	<u>-</u>	<u>(104,488)</u>	<u>(13,923)</u>
<b>CASH AND CASH EQUIVALENTS – BEGINNING OF YEAR</b>	<u>230,987</u>	<u>-</u>	<u>-</u>	<u>230,987</u>
<b>CASH AND CASH EQUIVALENTS – END OF YEAR</b>	<u>\$ 321,552</u>	<u>\$ -</u>	<u>\$ (104,488)</u>	<u>\$ 217,064</u>

# Required Supplementary Information

## Schedule of Bridgerland Technical College's Proportionate Share of the Net Pension Liability

### Noncontributory and Tier 2 Public Employees Systems of the Utah Retirement Systems

	December 31,									
	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
<b>Noncontributory System</b>										
Proportion of Net Pension Liability (Asset)	1.8933181%	2.0122338%	1.9639043%	1.9639043%	0.1597078%	0.1559590%	0.1602861%	0.1660955%	0.1662583%	0.1541022%
Proportionate Share of Net Pension Liability (Asset)	\$ (1,498,515)	\$ (35,225)	\$ (4,827,082)	\$ (1,936,972)	\$ 3,548,231	\$ 5,802,481	\$ 3,919,576	\$ 5,383,017	\$ 5,222,649	\$ 3,871,862
Covered Payroll	\$ 4,040,143	\$ 4,186,732	\$ 4,154,719	\$ 4,220,827	\$ 4,419,658	\$ 4,526,501	\$ 4,519,729	\$ 4,775,084	\$ 5,034,709	\$ 4,757,349
Proportionate Share of Net Pension Liability (Asset) as a Percentage of Covered Payroll	(37.09%)	(.84%)	(116.18%)	(45.89%)	80.28%	128.19%	86.72%	112.73%	103.73%	81.4%
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	103.46%	191.7%	214.5%	199.0%	90.1%	84.1%	89.2%	84.9%	84.5%	87.2%
<b>Tier 2 Public Employees System</b>										
Proportion of Net Pension Liability (Asset)	0.0245870%	0.0279327%	0.0315379%	0.0340092%	0.0355827%	0.0389818%	0.0506540%	0.0541636%	0.0481371%	0.013412%
Proportionate Share of Net Pension Liability (Asset)	\$ 47,856	\$ 30,416	\$ (13,348)	\$ 4,891	\$ 8,003	\$ 16,695	\$ 4,466	\$ 6,042	\$ (105)	\$ (398)
Covered Payroll	\$ 635,658	\$ 610,159	\$ 585,881	\$ 543,807	\$ 494,391	\$ 455,813	\$ 495,559	\$ 444,186	\$ 311,024	\$ 65,086
Proportionate Share of Net Pension Liability (Asset) as a Percentage of Covered Payroll	7.53%	4.98%	(2.28%)	0.90%	1.62%	3.66%	0.90%	1.36%	(.03%)	(.60%)
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	89.58%	92.3%	103.8%	98.3%	96.5%	90.8%	97.4%	95.1%	100.2%	103.5%

Note: The College implemented GASB Statement No. 68 and 71 in fiscal year 2015.

Information on the College's portion of the plans' net pension liability (asset) is not available for periods prior to fiscal year 2015.

## Schedule of Bridgerland Technical College's Defined Benefit Pension Contributions

### Noncontributory and Tier 2 Public Employees Systems of the Utah Retirement Systems

#### Last 10 Fiscal Years Ending June 30

##### *Noncontributory System*

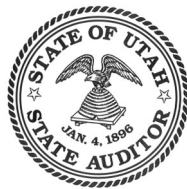
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Contractually Required Contribution	\$ 864,489	\$ 900,567	\$ 890,181	\$ 910,592	\$ 930,930	\$ 974,725	\$ 975,074	\$ 1,003,413	\$ 1,062,448	\$ 1,002,013
Contributions in Relation to the Contractually Required Contribution	(864,489)	(900,567)	(890,181)	(910,592)	(930,930)	(974,725)	(975,074)	(1,003,413)	(1,062,448)	(1,002,013)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	\$ 3,963,399	\$ 4,095,802	\$ 4,115,645	\$ 4,218,304	\$ 4,314,911	\$ 4,498,114	\$ 4,481,646	\$ 4,599,870	\$ 5,016,079	\$ 4,869,256
Contributions as a Percentage of Covered Payroll	21.81%	21.99%	21.63%	21.59%	21.57%	21.67%	21.76%	21.81%	21.18%	20.58%

##### *Tier 2 Public Employees System\**

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Contractually Required Contribution	\$ 132,059	\$ 119,314	\$ 116,020	\$ 109,016	\$ 101,900	\$ 85,397	\$ 92,955	\$ 91,121	\$ 70,625	\$ 16,886
Contributions in Relation to the Contractually Required Contribution	(132,059)	(119,314)	(116,020)	(109,016)	(101,900)	(85,397)	(92,955)	(91,121)	(70,625)	(16,886)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Payroll	\$ 665,617	\$ 601,383	\$ 598,042	\$ 572,645	\$ 536,597	\$ 452,557	\$ 505,951	\$ 499,567	\$ 387,198	\$ 202,716
Contributions as a Percentage of Covered Payroll	19.84%	19.84%	19.40%	19.04%	18.99%	18.87%	18.37%	18.24%	18.24%	8.33%

\*Contributions in Tier 2 include an amortization rate to help fund the unfunded liabilities in the Tier 1 systems.

Paragraph 81.b of GASB 68 requires employers to disclose a 10-year history of contributions in RSI. Contributions as a percentage of covered-payroll may be different than the board certified rate due to rounding and other administrative practices.



TINA M. CANNON  
UTAH STATE AUDITOR

# Independent Auditor's Report

## On Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Board of Trustees, Audit Committee  
and  
K. Chad Campbell, President  
Bridgerland Technical College

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities and fiduciary activities of the Bridgerland Technical College (College), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the College's basic financial statements, and have issued our report thereon dated March 21, 2025.

### Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the College's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control. Accordingly, we do not express an opinion on the effectiveness of the College's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or to detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

## Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the College's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, pursuant to *Utah Code* Title 63G Chapter 2, this report is a matter of public record, and as such, its distribution is not limited.



Office of the State Auditor

Salt Lake City, Utah

March 21, 2025



March 21, 2025

Abby Potter, CPA  
Office of the State Auditor  
State Capitol Complex  
East Building, Suite 310  
Salt Lake City, Utah 84114-2310

This representation letter is provided in connection with your audit of the Bridgerland Technical College's (College) financial statements, which comprise the respective financial position of the business-type activities, and fiduciary activities as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows for the period then ended, and the disclosures (collectively, the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of March 21, 2025, the following representations made to you during your audit.

#### **Financial Statements**

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated January 21, 2025, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.

- 5) The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with U.S. GAAP.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 9) Guarantees, whether written or oral, under which the College is contingently liable, if any, have been properly recorded or disclosed.

### **Information Provided**

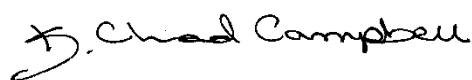
- 10) We have provided you with:
  - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters.
  - b. Additional information that you have requested from us for the purpose of the audit.
  - c. Unrestricted access to persons within the College from whom you determined it necessary to obtain audit evidence.
  - d. Minutes of the meetings of the Board of Trustees or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 11) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 12) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 13) We have no knowledge of any fraud or suspected fraud that affects the College and involves:
  - a) Management,
  - b) Employees who have significant roles in internal control, or
  - c) Others where the fraud could have a material effect on the financial statements.
- 14) We have no knowledge of any allegations of fraud or suspected fraud affecting the College's financial statements communicated by employees, former employees, regulators, or others.

- 15) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statements.
- 16) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 17) We have disclosed to you the names of the College's related parties and all the related party relationships and transactions, including any side agreements.

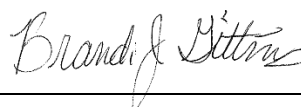
**Government—specific**

- 18) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 19) We have identified to you any previous audits, attestation engagements, and other studies related to the objectives of the audit and whether related recommendations have been implemented.
- 20) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- 21) The College has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balance or net position.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have appropriately identified, recorded, and disclosed all leases in accordance with GASBS No. 87.
- 24) We have appropriately identified, recorded, and disclosed subscription-based information technology arrangements in accordance with GASBS No. 96.
- 25) We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statements.
- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) The College has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 28) The College has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

- 29) The financial statements include all component units, appropriately present majority equity interests in legally separate organizations and joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 30) The financial statements include all fiduciary activities required by GASBS No. 84, as amended.
- 31) The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34, as amended.
- 32) Components of net position (net investment in capital assets, restricted, and unrestricted), and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 33) Investments, derivative instrument transactions, and land and other real estate held by endowments are properly valued.
- 34) Provisions for uncollectible receivables have been properly identified and recorded.
- 35) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 36) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 37) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated or amortized.
- 38) We have appropriately disclosed the College's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 39) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 40) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.



K. Chad Campbell, President



Brandi Gittins, Vice President for Administrative Services & Chief Financial Officer

**INSTITUTION: Bridgerland Technical College**  
**AUDIT STATUS: Non-Audited**  
**USHE - REPORT OF CASH, CASH EQUIVALENTS, AND INVESTMENTS**  
**ALL FUNDS - AS OF OCTOBER 31, 2024**

**DATE: 1/2/2025**  
**SUBMITTED BY: Wendy Finley**

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	5,400	-	-	5,400
					-	-	-	-
Savings Accounts	Checking - Operating	Wells Fargo	00/00/00	00/00/00	57,386	-	-	57,386
	Checking - FA	Wells Fargo	00/00/00	00/00/00	12,690	-	-	12,690
			00/00/00	00/00/00	-	-	-	-
					75,476	-	-	75,476
Utah PTIF Accounts	Savings	UPTIF	00/00/00	00/00/00	18,886,291	-	365,527	18,520,764
					-	-	-	-
					-	-	-	-
					18,886,291	-	365,527	18,520,764
TOTAL FAIR VALUE					18,961,767	-	365,527	18,596,240

**INSTITUTION: Bridgerland Technical College**  
**AUDIT STATUS: Non-Audited**  
**USHE - REPORT OF CASH, CASH EQUIVALENTS, AND INVESTMENTS**  
**ALL FUNDS - AS OF NOVEMBER 30, 2024**

**DATE: 1/2/2025**  
**SUBMITTED BY: Wendy Finley**

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	5,400	-	-	5,400
					-	-	-	-
Savings Accounts	Checking - Operating	Wells Fargo	00/00/00	00/00/00	351,788	-	-	351,788
	Checking - FA	Wells Fargo	00/00/00	00/00/00	11,145	-	-	11,145
			00/00/00	00/00/00	-	-	-	-
					368,333	-	-	368,333
Utah PTIF Accounts	Savings	UPTIF	00/00/00	00/00/00	16,107,070	-	363,739	15,743,331
					-	-	-	-
					-	-	-	-
					16,107,070	-	363,739	15,743,331
TOTAL FAIR VALUE					16,475,403	-	363,739	16,111,664

**INSTITUTION: Bridgerland Technical College**  
**AUDIT STATUS: Non-Audited**  
**USHE - REPORT OF CASH, CASH EQUIVALENTS, AND INVESTMENTS**  
**ALL FUNDS - AS OF December 31, 2024**

**DATE: 3/3/2025**  
**SUBMITTED BY: Wendy Finley**

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	5,400	-	-	5,400
					-	-	-	-
Savings Accounts	Checking - Operating	Wells Fargo	00/00/00	00/00/00	501,393	-	-	501,393
	Checking - FA	Wells Fargo	00/00/00	00/00/00	15,295	-	-	15,295
			00/00/00	00/00/00	-	-	-	-
					522,088	-	-	522,088
Utah PTIF Accounts	Savings	UPTIF	00/00/00	00/00/00	13,117,939	-	361,210	12,756,729
					-	-	-	-
					-	-	-	-
					13,117,939	-	361,210	12,756,729
TOTAL FAIR VALUE					13,640,027	-	361,210	13,278,817