

Agenda
Southwest Technical College
Board of Trustees Meeting
March 6, 2025; 12:00 – 2:00 p.m.
Southwest Tech Boardroom

Board of Trustees

Chairperson: Darin Gifford (Iron County Business Representative); Roger Howard (Beaver County Business Representative); Sharon Corry (Iron County Business Representative), Paul Terry (Iron County Business Representative); Melinda Pfundstein (Iron County Business Representative); Michelle Tullis (Iron County School District)

Attended Remotely: Jarad Brinkerhoff (Kane School District); Myron Cottam (Garfield School District); Kenneth Ure (Beaver School District)

Invited Guests: Clarissa Crosby, Scott Leavitt, Whitney Benzon, Neal Mason, Eric Peterson, and Valerie Stringfellow (administration)

I. Agenda Items by Darin Gifford, Chairperson

A. Call to order

A quorum was confirmed. Chairperson Gifford called the meeting to order at 12:03pm as well as excusing President Wood due to a medical emergency.

B. Pledge of Allegiance

Chairperson Gifford led the Pledge of Allegiance.

C. Approval of the Agenda

Melinda Pfundstein motioned to approve the agenda as presented. Sharon Corry seconded the motion and the motion passed unanimously.

D. Approval of the January 9, 2025 Minutes

Sharon Corry made a motion to approve the January 9, 2025 meeting minutes, and Paul Terry seconded the motion. Motion passed unanimously.

II. Action Items:

A. Oath of Office

Kristi Holyoak swore in new member Michelle Tullis and current member Kenneth Ure for their oath of office.

B. Approval of Program Changes - Scott Leavitt

Scott Leavitt presents the program changes for fiscal year 2026, explaining the rationale behind each change. Paul Terry asked about the alignment of programs. The welding program is consolidated into a single program called “Welding Technology”, eliminating “Production Welder”. The automotive program is renamed “Automotive Technology”. Small adjustments are

made to the advanced EMT and AEMT program, and a new phlebotomy course is added. A CIP code change for the software development program is proposed to align with the technical colleges. Roger Howard motioned to approve the motion, and Paul Terry seconded. The motion passed unanimously.

C. [Approval of FY26 High School Fees - Scott Leavitt](#)

Scott Leavitt explains the proposal to eliminate the \$20 fee for high school students, citing the high cost of collection and the barrier it presents to some students. The proposal includes providing Cengage online unlimited access to high school students for free. Scott Leavitt details the costs associated with textbooks and certification for high school students. Myron Cottam motioned to approve the motion, and Paul Terry seconded. The motion passed unanimously.

D. [Approval of Ratification of Executive Board Approval of Nursing Assistant - Brennan Wood](#)

In Brennan Wood's absence, Scott Leavitt presented the approval of ratification of the Executive Board Approval of Nursing Assistant. Scott Leavitt explains the change made to the nursing assistant program, including a shift to an open entry program and a hybrid program. The need for an additional full-time faculty member was identified due to the increased workload. The motion to ratify the addition of a new full-time faculty member for the nursing assistant position was made by Sharon Corry, Melinda Pfundstein seconded the motion, and the motion passed unanimously.

E. [Approval of Investment Policy - Clarissa Crosby](#)

Clarissa Crosby presents the investment policy, which includes requirements for following applicable laws and regulations. The policy requires the appointment of a public treasurer, which Brennan Wood has recommended to be Clarissa Crosby. The motion to approve the investment policy was made by Paul Terry, seconded by Roger Howard, and passed unanimously. The motion to approve Clarissa Crosby as the college's public treasurer is made by Michelle Tullis, seconded by Melinda Pfundstein, and the motion passed unanimously.

F. [Approval of Alternative Work Policy - Whitney Benzon](#)

Whitney Benzon presents the alternative work policy, which allows for alternative work arrangements in rare and exceptional cases. The policy establishes guidelines for eligibility, approval process, and responsibilities for employees and supervisors. The motion to approve the alternative work policy was made by Roger Howard, seconded by Paul Terry, and the motion passed unanimously.

G. [Approval of Strategic Plan - Brennan Wood](#)

In Brennan Wood's absence, Scott Leavitt presented the approval of the Strategic Plan. Scott Leavitt presents the strategic plan, which includes the mission, vision, guiding principles, and objectives. The plan focuses on access, timely completion, and high yield graduates. The motion to approve the strategic plan was made by Melinda Pfundstein, seconded by Michelle Tullis, and the motion passed unanimously.

H. Consent Agenda Approval - Darin Gifford

Darin Gifford inquired about the reason behind this development. Whitney Benzon explained that a mechanism was necessary to investigate potential misuse. Paul Terry questioned whether compliance was based on federal or state laws, to which Whitney provided a detailed explanation, noting that the coverage had been expanded to include mental health and recovery days. A motion was made to approve the addition of Section 19.7 to the compensation benefits by Roger Howard, Melinda Pfundstein seconding the motion, and the motion passed unanimously.

III. Discussion Items:

A. Investment Report - Clarissa Crosby

Clarissa Crosby presents the investment reports for December 2024 and January 2025.

B. Feasibility Study/SB102 Funding - Brennan Wood

In Brennan Wood's absence, Scott Leavitt presented the Feasibility Study/SB102 Funding discussion item. Scott Leavitt discusses the feasibility study for SB 102 funding and the potential to combine the projects for the public safety and diesel tech buildings. The benefits of combining the projects include streamlined permitting and planning processes. The board discusses the potential impact on the legislature's perception of the project size and priority. The board agreed to proceed with a feasibility study for both projects.

C. Legislative Update - Brennan Wood

In Brennan Wood's absence, Scott Leavitt presented the Legislative Update. Scott Leavitt provides an update on various legislative bills, including funding allocations, school safety amendments, and performance funding models. The board discusses the potential impact of the first credential program and the strategic reinvestment requirements for degree-granting institutions.

D. Student of the Year, Update and Invite - Brennan Wood

In Brennan Wood's absence, Scott Leavitt presented a portion of the Student of the Year video that will be presented at the Student of the Year dinner on 3/19/25 at 6pm in the Multipurpose room at Southwest Technical College. The board is invited to the Student of the Year dinner on March 19, 2023.

E. Reminder of Board of Trustees Meeting Date Change - Valerie Stringfellow

Valerie Stringfellow reminds the board of the meeting rescheduling to May 7, 2023, due to Brennan Wood's travel.

IV. Adjourn

The Meeting was motioned to adjourn at 1:14pm.

Next Board Meeting: May 7, 2025 at 12pm in the Southwest Technical College Boardroom.

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Valerie

Stringfellow (970) 376 - 4793, three days prior to the meeting. In accordance with the Open and Public Meeting Act, this meeting is being recorded. Trustees may participate in a Board of Trustees meeting by means of electronic media.

Upcoming Events and Informational Items:

- A. March 19, 2025 Student of the Year Dinner
- B. April 16 - 20, 2025 STECH Spring Break
- C. April 20, 2025 Easter Sunday
- D. May 8, 2025 PN Pinning Ceremony, Heritage Theater, 2 - 4pm
- E. May 8, 2025 STECH Graduation, Heritage Theater, 6 - 9pm