



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

**AUGUST 25, 2025, 4 P.M.
1301 NORTH 600 WEST, LOGAN, UTAH**

MINUTES

Board Members Attendance

Jennifer Avery – Logan Regional Hospital, Logan
Karina Brown – Cache County Executive Office, Nibley
Matt Chowning – Paragon Medical, Smithfield (virtual)
Kathy Christiansen – Cache County School District, Smithfield
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

Lisa Clawson – Great Harvest Bread, Paradise

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 and Chief Instructional Officer
Jennifer Tenhoeve, Director of Continuing Education

Guest(s)

Paul James, BTECH
Jeremy Shaw, 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

Consent Calendar

- **Minutes** – Minutes from the June 23, 2025, Board meeting are available online for review and subsequent approval.
- **Policy Updates**
 - Policy 533 Title IX and Protection from Sex Discrimination and Hazing
 - Hazing was added to align with recent federal requirements.

ACTIONS:

- Motion was made by Richard Lamb for the approval of minutes from the June 23, 2025, Board meeting. Larry seconded. Motion carried.
- Motion was made by Jack Draxler for the approval of Policy 533 Title IX and Protection from Sex Discrimination and Hazing. Mark Smoot seconded. Motion carried.

Item 3

Welcome New Board Member

Chair Nelson announced that Karen Cronin was appointed by the Governor and confirmed by the Senate on August 20, 2025, to serve as a new member of the BTECH Board of Trustees. Karen replaces Nancy Kennedy who rotated off the board in June. Karen provided a brief introduction so we could get to know her better.

In addition to the new Board member, Matt Chowning started his final four-year term. He was also appointed by the Governor and confirmed by the Senate on August 20, 2025.

Item 4

Budget Request – Operating Budget

In accordance with the Utah System of Higher Education (USHE) Operating Budget Process Guidelines, the college prepared the FY 2026-2027 Operating Budget Request for consideration. This request was developed based on input from the strategic planning process, departmental advisory committees, instructional departments, and administrative analysis. Brandi Gittins reviewed the handout provided, outlining the budget request. While adjustments may be made as the college responds to direction from the board, as well as any additional guidance from the legislature or the commissioner, this request represents the most informed analysis of business and industry demands in relation to the college's capacity to implement these plans in the coming months. USHE has advised the system against submitting Request for Appropriations (RFAs), and legislators have received the same guidance. If approved by the Utah Board of Higher Education (UBHE), the request will be forwarded to the Governor's Office of Planning and Budget and the Office of the Legislative Fiscal Analyst for consideration during the next General Session of the Utah State Legislature.

Following the presentation, the Board discussed program capacity and enrollment pressures. Lisa Moon highlighted data showing strong growth and unmet demand in areas such as Medical Assistant, Welding Technology, Commercial Driver's License Class A, and Diesel Technology, noting both waiting lists and the need for additional instructors. Administration will be meeting with the Commissioner's Office on September 10, which may provide further guidance and potential adjustments to the request.

ACTION: Motion was made by Karen Cronin to approve the FY 2026-2027 budget request, including permission to update the request when guidance from the commissioner and/or the UBHE is available. Jack Draxler seconded. Motion carried.

Item 5

Fund Transfers

USHE Policy R548, Institutional Discretionary Funds Administration and Accountability, states that the Board of Trustees is required to approve transfers. In accordance with this policy, the college requests transferring funds to subsidize the Café and Bookstore in FY2025. This crucial transfer supports BTECH auxiliary enterprises, which provide a valuable service to the students, faculty, and staff.

Brandi Gittins provided the transfer amounts of approximately \$97,000 to cover the Bookstore operating deficit, and the Café's of approximately \$190,000. In response to questions, it was clarified that the subsidizing is primarily tied to full-time employee costs. For board member awareness, Paul Nelson requested a report back on the percentage of sales compared to the subsidy amount.

ACTION: Motion was made by Jack Draxler for approval of fund transfers to subsidize the Café and Bookstore in FY2025. Monica Holdaway seconded. Motion carried.

Item 6

Capital Development Request (Dedicated Project Funds), Master Planning, and Five-Year Capital Facilities Plan

President Campbell explained that in accordance with Policy R706-4, BTECH, in conjunction with the Division of Facilities Construction and Management (DFCM), hired an architectural firm to develop a comprehensive, long-range master plan. The plan first considered existing and future property needs and then moved on to existing buildings. One of the primary goals of the master planning process is to create significant efficiencies by consolidating program adjacencies and rethinking the building entry sequences. This involves rearranging locations to group similar programs and services together. This request seeks funds from the SB102 dedicated projects allocation for technical colleges, totaling \$7.3 million. Given that the entire amount of dedicated project funds is available for all technical colleges and that this is a phased project, there is a possibility that the available amount will be less than \$7.3 million. Accordingly, the college requests approval for the entire amount or a prorated amount, depending on the action taken by the Utah Board of Higher Education.

- **PRIORITY 1: Phase 3A** – Main Building Relocation, Remodel, and Expansion of Automation Technology and Electronics Technology
- **PRIORITY 2: Phase 1A** – Main Building North Entrance and Cafeteria Remodel
- **PRIORITY 3: Phase 1B** – Main Building Student Services Relocation/Remodel/Renovation (only a portion of 1B will be included in this request)

The Board engaged in discussion regarding the request. President Campbell emphasized the importance of backfilling the Main Building following the completion of the Health Sciences Building, aligning like programs together, and ensuring convenient access to Student Services and engagement areas without duplicating services. Trustees reviewed the request, acknowledging that the college may receive a prorated amount and will adjust priorities accordingly. The conversation included reference to return on invested capital (ROIC), facility utilization, and potential donor contributions as factors in project justification. Clarification was provided on Phase 3A as the first priority, and the Board engaged in a

detailed question-and-answer session on funding scenarios and priority order should full funding not be available. The board acknowledges that the priority order of phased projects may need to be adjusted depending on the funding allocated, with a preference for programs with growth potential.

ACTION: Motion was made by Jack Draxler to approve the Capital Development Request along with the Five-Year Capital Facilities Plan. Mark Smoot seconded. Motion carried.

Item 7

Budget Request – Capital Improvement Request

Capital Improvement requests are designed to make major alterations, repairs, or improvements to existing state buildings – Paul James explained the difference between Capital Development and Capital Improvement. Included for information and review was a copy of the college's proposed capital improvement request for FY 2026-2027. The spreadsheet represents a summary listing of the respective projects, which Paul reviewed line by line. The projects listed were identified by a combination of processes that included a Facility Condition Assessment conducted by the State of Utah's Division of Facilities, Construction, and Management (DFCM) and the strategic planning process internal to the college. The priorities identified by Administration as outlined on this request do require some contingency planning. If the Capital Development project above is ultimately approved and funded by the legislature, the college also requests approval to move one of the HVAC and air handler projects on the list to the number one priority. Combining the Capital Development and Capital Improvement projects into one larger project is essential.

Paul James reported on the roof project, noting that bids were received in May and the contract was awarded to Heritage Roofing. Due to a lengthy lead time on skylights, work is scheduled to begin in November with a projected completion date of May 23, 2026. He confirmed that Phases I and II have been funded.

ACTION: Motion was made by Kathy Christiansen to approve the FY 2026-2027 Capital Improvement Request, with the understanding that priorities may be adjusted if the Capital Development Request is approved, allowing for reprioritization of projects as needed. Mark Smoot seconded. Motion carried.

Item 8

FY 2024-2025 Student Enrollment & Outcomes

The institutional data stewards have been asked to submit the annual student enrollment and outcome information to USHE by predetermined dates each year. The data stewards are instructed to follow internal institutional processes, and USHE will accept the data as submitted. While the college is not required to have the enrollment data approved by the Board of Trustees, Renee Milne explained that there is value in making sure the data is available for the trustees' information and review.

Renee Milne provided the board with a brief overview of the attached year-end data submission. A report showing the FY 2024-2025 compared to FY 2023-2024 results was available for review.

During discussion, trustees considered ways to improve communication with parents about enrollment at the college. Jack suggested the education board members reach out through their respective boards to explore strategies for sharing information. Larry noted that back-to-school nights, parent-teacher conferences, and social media are useful avenues, though attendance at such events can be inconsistent. In conclusion, the Board reflected on the growth data and agreed that the college's current efforts are producing positive results.

Item 9

FY 2024-2025 Strategic Planning Evaluation Results

To provide a timely evaluation of progress toward achieving the objectives in the Strategic Plan, Administration created the Strategic Planning Evaluation Results document. This evaluation provides an opportunity for the college to celebrate successes and achievements primarily from January 2025 to July 2025. Emily Hobbs reviewed the document and highlighted the progress during the last six months.

Item 10

Declaration of Conflict of Interest

A form has been created subsequent to the approval of Policy 307 *Conflict of Interest*, which states, *"Employees and board members who are officers, directors, employees, or owners of a substantial interest in any business entity that is or may be involved in a transaction with the college shall disclose this information in a written disclosure statement before participating in any official capacity, if permitted, with respect to those transactions. Board members shall disclose this information annually. Employees and Board members shall submit a disclosure statement if their position or ownership interest in the business entity changes significantly."*

Board members were invited to complete the Board Member Disclosure Statement of Possible Conflict of Interest form. Emily Hobbs collected the forms and will ensure all board members are accounted for.

Item 11

Information Items

A. Custom Fit Report

The Custom Fit Director provided the following year-end report, highlighting the department's successful performance in FY24-25.

| Fiscal Year | Trainees | Training Hours | Total Companies | New Companies in Region (Moved in within the last 3 yrs) |
|-------------|----------|----------------|-----------------|--|
| 22-23 Qtr 4 | 4,537 | 80,262 | 215 | 14 |
| 23-24 Qtr 4 | 4,361 | 89,396 | 249 | 15 |
| 24-25 Qtr 4 | 4,261 | 76,829 | 272 | 27 |

B. 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 May 2025 was available as a link.

C. Calendar/Happenings

- Calendar available at btech.edu/event-calendars
 - September 29: Get the Scoop Marketing Event, 5-8 p.m., Logan Main/Health Sciences Buildings
 - October 22 & 23: Fashion Shows, 7:30 p.m., Event Center

- November 14: Law Enforcement, Basic Corrections Officer, and Special Function Officer Graduation, 6 p.m., BTECH Lecture Hall
- December 2: Firefighter Graduation, 5 p.m., BTECH Lecture Hall
- December 4: General Graduation, Time TBD, Logan High (Two Ceremonies)
- Board Meeting Dates
 - December 8, 2025 @ 4 p.m.
 - March 23, 2026 @ 4 p.m.
 - June 22, 2026 @ 4 p.m.

Item 12

Adjournment

NUMBER: 533

SUBJECT: TITLE IX AND PROTECTION FROM SEX DISCRIMINATION **AND HAZING**

APPROVAL DATE OF LAST REVISION: AUGUST 13 & 24, 2020; JUNE 26, 2023

SOURCES(S): CODE OF FEDERAL REGULATIONS, TITLE 34, PART 106 AS AMENDED (EFFECTIVE AUGUST 14, 2020); TITLE IX OF THE HIGHER EDUCATION AMENDMENTS ACT OF 1972; UTAH SYSTEM OF HIGHER EDUCATION ATTORNEY DRAFT AND INTERPRETATION

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533.1 – PURPOSE

This policy defines and prohibits discrimination on the basis of sex, including sexual harassment, in education programs and activities; details how to report a violation of this policy; describes Bridgerland Technical College's resources and supportive measures to protect those involved in the process; and outlines investigation, disciplinary, and due process procedures for addressing reported violations of this policy. This policy applies to all persons who are (1) employed by, attending, or affiliated with the college; (2) participating in any of the college's program or activity, including but not limited to trustees, administrators, faculty, staff, students, independent contractors, volunteers, and guests; and/or (3) visiting the college's campus or any property owned or leased by the college.

533.2 – ADDITIONAL SOURCES

- Americans with Disabilities Act (ADA) (as amended)
- Campus Sexual Violence Elimination Act (SaVE)—Reauthorization of the Violence against Women Act of 2013 (VAWA)
- Family Educational Rights and Privacy Act (FERPA)
- **Stop Campus Hazing Act, a federal anti-hazing law**
- Health Insurance Portability and Accountability Act (HIPAA)
- Jeanne Clery **Disclosure of Campus Safety Security Policy and Campus Crime Statistics** Act (Clery Act)
- Title VII of the Civil Rights Act of 1964 (Title VII)
- Utah Code § 53B-27-101 et seq. Campus Advocate Confidentiality Amendments
- Utah Code § 53B-28-302 Code of Conduct Violation-Report of Sexual Violence
- Utah Code § 53B-28-304 Criminal Retaliation Against a Victim or a Witness
- **Utah Code § 53G-9-601 Utah Anti-Hazing Law**
- Utah Code § 63G-2 Government Records Access and Management Act (GRAMA)
- Utah Code § 63G-7-301 Waivers of Immunity-Exceptions
- **Utah Code § 76-5-107.5 Prohibition of Hazing**
- Utah Code § 76-5-404.1 Sexual Abuse of a Child
- Utah Code § 77-36 Cohabitant Abuse Procedures Act
- Utah Code § 77-38 Rights of Crime Victims Act
- Utah State Board of Regents' Policy R256 Student Disciplinary Processes
- Utah State Board of Regents' Policy R842 Restrictions on Faculty/Staff Relationships with Students

533.3 – DEFINITIONS

Actual Knowledge: Notice of sexual harassment or allegations of sexual harassment to the college's Title IX coordinator or any official of the college who has authority to institute corrective measures on behalf of the college. Imputation (an accusation) of knowledge based solely on vicarious liability (one party held responsible for actions of a third party) or constructive notice ("should have known") is insufficient to constitute actual knowledge. This standard is not met when the only official of the college with actual knowledge is the respondent. The mere ability or obligation to report sexual harassment or to inform a student about how to report sexual harassment, or having been trained to do so, does not qualify an individual as one who has authority to institute corrective measures on behalf of the college.

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Clear and Convincing Evidence: Is the evidentiary standard used during a sexual misconduct investigation/review to determine if the allegations occurred and if a violation of college policy has occurred. Clear and convincing evidence means evidence presented must be highly and substantially more probable than not.

Complainant: An individual who is alleged to be the victim of conduct that could constitute sexual harassment.

Consent: Agreement or permission to engage in a sexual encounter. Consent must be given by all participating parties; must be clear, knowing, and voluntary; and may be given only by someone who is 18 years of age or older and is not mentally and/or physically incapacitated. Consent is active, not passive. Consent requires an affirmatively communicated willingness through words and/or actions to participate in sexual activity. Silence, in and of itself, may not be interpreted as consent.

Decision Maker(s): Must not be the same person as the Title IX coordinator or investigator(s), must issue a written determination regarding responsibility with findings of fact, conclusions about whether the alleged conduct occurred, rationale for the result as to each allegation, any disciplinary sanctions imposed on the respondent, and whether remedies will be provided to the complainant.

Discrimination: For purposes of this policy, discrimination means adverse action occurring against a person in the United States toward college employees or students in the terms or conditions of employment; college admission or education; access to college programs, services, or activities; or other college benefits or services, on the basis of their inclusion or perceived inclusion (in the case of sexual orientation, gender identity, or gender expression) in the protected classes of sex, pregnancy, pregnancy-related conditions, sexual orientation, gender identity, or gender expression that has the effect of denying or limiting participation in a college's education program or activity.

Education Program or Activity: Includes locations, events, or circumstances over which the school exercised substantial control over both the respondent and the context in which the sexual harassment occurred. Title IX applies to all of the school's education programs or activities, whether such programs or activities occur on-campus or off-campus.

Exculpatory: Is that which may clear guilt.

Final Rule: Herein refers to the Department of Education's Final Rule ensuring that schools do not violate First Amendment rights when complying with Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in education programs or activities.

Formal Complaint: A document filed by a complainant or signed by the Title IX coordinator alleging sexual harassment against a respondent and requesting that the college investigate the allegation of sexual harassment. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the college with which the formal complaint is filed. A formal complaint may be filed with the Title IX coordinator in person, by mail, or by electronic mail, by using the contact information required to be listed for the Title IX coordinator, and by any additional method designated by the college. As used in this paragraph, the phrase "document filed by a complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the college that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint).

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Hazing: An act that is intentional, knowing, or reckless committed by a person (alone or in concert with others) against another person or people (regardless of the other person's/people's willingness) in the course of an initiation into, an affiliation with, or the maintenance of membership in a student organization and causes or creates a risk of physical or psychological injury.

Incapacitation: An individual who is incapacitated cannot give consent to engage in a sexual encounter. Incapacitation is defined as the physical and/or mental inability to make informed, rational judgments. Factors that could be indications of incapacitation include but are not limited to mental or physical disability; lack of sleep; alcohol; illegal, date-rape, or prescription drug use; unconsciousness; blackout; or involuntary physical restraint. Being intoxicated by drugs or alcohol does not diminish one's responsibility to obtain consent. The factors to be considered when determining whether consent was given include whether the accused knew, or whether a reasonable person should have known, that the complainant was incapacitated.

Inculpatory: Is that which may cause blame; to incriminate.

Investigator(s): Must not be the same person as the Title IX coordinator or decision maker(s), acts as a neutral party in the investigation, conducts a prompt and thorough investigation, and provides a detailed, unbiased report regarding the findings of the investigation.

Party: Complainant or respondent.

Recipient: means any institution that operates an educational program or activity to whom Federal financial assistance is extended. Recipient herein refers to Bridgerland Technical College and may also be identified as college, institution, school, or other common reference. Use of the word recipient may also indicate assignment of responsibility to the responsible administrator for a required action.

Recipient Administration: Includes members of the college's administrative team, the president, and vice president(s), who have the authority to make decisions on behalf of the institution.

Recipient Community: Herein refers to all persons employed by or affiliated with Bridgerland Technical college in any way and persons participating in any college program or activity, including but not limited to trustees, advisory board members, administrators, faculty, staff, students, independent contractors, volunteers, and guests or visitors to any campus or property owned or leased by the college.

Respondent: Respondent means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

Responsible Administrator: Is the Title IX coordinator, or a designee selected by the college's Administration to complete the roles and tasks of the Title IX coordinator as outlined in this policy.

Responsible Employee(s): Responsible employees are officials with authority to institute corrective measures who must report sexual harassment or other sex discrimination to the Title IX coordinator. Responsible employees include the Title IX coordinator, vice presidents, or president.

Retaliation: An action, performed directly or through others, that is aimed to dissuade a reasonable person from engaging in a protected activity or is done in retribution for engaging in a protected activity. Action in response to a protected activity is not retaliatory unless (i) it has a materially adverse effect on the working, academic, or other college-related environment of an

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individual and (ii) it would not have occurred in the absence of (but for) the protected activity. Examples of protected activities include reporting (internally or externally) a complaint of sexual harassment in good faith, assisting others in making such a report, or honestly participating as an investigator, witness, decision maker, or otherwise assisting in an investigation or proceeding related to suspected sexual harassment.

Sexual Harassment: Conduct occurring against a person in the United States on the basis of sex that satisfies one or more of the following: (1) An employee of the college conditioning the provision of an aid, benefit, or service of the college on an individual's participation in unwelcome sexual conduct; (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the college's education program or activity; or (3) "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Supportive Measures: Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the college's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the college's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The school must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the college to provide the supportive measures. The Title IX coordinator is responsible for coordinating the effective implementation of supportive measures.

Title IX: refers to the section of Higher Education Amendments, which prohibits discrimination on the basis of sex in education programs or activities.

Title IX Coordinator: The college's employee(s) designated and authorized to coordinate its efforts to comply with its responsibilities under Title 34 of the Code of Federal Regulations, part 106.

533.4 – SEX DISCRIMINATION, SEXUAL HARASSMENT, **HAZING, AND RETALIATION PROHIBITED**

533.4.1 – SCOPE OF POLICY

This policy applies to all employees of the recipient and any persons participating or attempting to participate, in any recipient program or activity. To the extent that any other recipient policies address sex discrimination, sexual harassment, **hazing**, or retaliation, as defined in this policy, this policy and its procedures govern.

533.4.2 – Non-DISCRIMINATION

Bridgerland Technical college does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX and 34 CFR part 106. The requirement not to discriminate in education programs or activities extends to admission and employment. Inquiries about the application of Title IX and its regulations to recipient may be referred to the Title IX coordinator, to the Department of Education, Office for Civil rights, or both.

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533.4.3 – VIOLATIONS OF POLICY

The recipient prohibits sex discrimination, sexual harassment, **hazing**, and retaliation as defined in this policy. Violations of this policy include but are not limited to acts or attempts of dating and relationship violence; domestic violence; discrimination based on sex, pregnancy, pregnancy-related conditions, sexual orientation, gender identity, or gender expression; hostile environment based on sex, pregnancy, pregnancy-related conditions, sexual orientation, gender identity, or gender expression (including intimidation and hazing/bullying); sexual harassment; sexual assault (including nonconsensual sexual contact or nonconsensual sexual intercourse); sexual exploitation (including engaging in sexual trafficking); and stalking.

533.4.4 – CONSENT

All participants in the sexual activity are responsible for ensuring that they have the consent of all involved to engage in sexual activity. Any individual who engages in sexual activity without receiving clear, knowing, and voluntary consent, or in which one of the parties withdraws consent at any point but is forced to participate, has violated this policy. Sexual activity with someone deemed unable to grant clear, knowing, and voluntary consent constitutes a violation of this policy. This includes, but is not limited to, individuals who are:

- a) Mentally and/or physically incapacitated for any reason (such as by mental or physical disability; lack of sleep; alcohol; illegal, date-rape or prescription drug use; unconsciousness; blackout; or involuntary physical restraint);
- b) Under the age of 18; or
- c) Forced to give consent in any way, including but not limited to by coercion, intimidation, duress, deception, threats, implied threats, and/or physical force.
- d) Consent to any one form of sexual activity does not automatically imply consent to any other forms of sexual activity. Past consent to sexual activity does not imply ongoing future consent. The current or past existence of a relationship does not imply consent. Whether an individual has taken advantage of a position of authority over an alleged victim may be a factor in determining consent or coercion.

533.4.5 – SEXUAL CONDUCT WITH SUBORDINATE EMPLOYEES OR STUDENTS

Employees shall not engage in sexual conduct with subordinate students or employees unless there has been proper disclosure, and potential for abuse of power has been removed. The purpose of this restriction is to prohibit the abuse of power by employees and the exploitation of subordinate students or employees.

- a) Subordinate students are the recipients students or applicants whose educational opportunities could be adversely impacted by employees.
- b) For purposes of this section, sexual conduct is any sexual relationship or sharing any sexually explicit or lewd communication, image, or photograph. Sharing sexually explicit or lewd communication, image, or photograph does not include any communication, image, or photograph that faculty shares with students as part of a legitimate academic exercise, such as pedagogical (related to teaching) requirements for specific classes such as those taught in health programs.
- c) For purposes of this section, educational opportunities include admission, receipt of financial aid, assessment of academic performance, or placement in academic opportunities such as internships, and graduation.

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- d) All employees engaging or intending to engage in sexual conduct with a subordinate student or employee shall immediately disclose the relationship to their direct supervisor and/or the Title IX coordinator, or be subject to disciplinary action, up to and including termination. Supervisors who receive such reports or who otherwise become aware of such relationships shall promptly report the relationship to the Title IX coordinator, who shall work with the relevant parties to remove the subordinate relationship to ensure compliance with Utah Code § 63G-7-301 and this policy. If the subordinate relationship cannot be removed or otherwise appropriately managed, the dominant employee may be subject to discipline, up to and including termination. In cases of proven false accusation, the false accuser may be disciplined or terminated.

533.4.6 – RETALIATION PROHIBITED

Neither the recipient nor any member of the recipient community may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or this policy or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy.

- a) Intimidation, threats, coercion, or discrimination, including charges against an individual for policy violations that do not involve sex discrimination, **or** sexual harassment **or hazing**, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment **or hazing**, for the purpose of interfering with any right or privilege secured by Title IX or this part, constitutes retaliation.
- b) Any retaliatory threat or act of violence against victims or witnesses of sexual violence, moreover, is a third-degree felony under Utah Code § 53B-28-304 and may be subject to criminal prosecution.
- c) Complaints alleging retaliation may be filed according to the grievance procedures for sex discrimination under this policy.

533.4.7 – PROTECTED RIGHTS OR CLASSES

Nothing in this policy shall be interpreted as diminishing any party's rights protected under the United States Constitution or employee rights under Title VII of the Civil Rights Act of 1964 to be free from discrimination. See Policy 535 *Nondiscrimination, Equal Opportunity, and Free Expression* for more information regarding protected classes. This and other school policies may be found online at <https://btech.edu/about-us/policies-2/>.

533.5 – TITLE IX NOTIFICATION

533.5.1 – The recipient must notify applicants for admission or employment, students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the recipient of the following:

- a) The name or title, office address, electronic mail address, and telephone number of the employee designated as the Title IX coordinator.
- b) The nondiscrimination policy statement contained in Section 533.4 of this policy.
- c) The recipient's grievance procedures and grievance process, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, **or hazing** and how the college will respond.

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SOURCES(S): CODE OF FEDERAL REGULATIONS, TITLE 34, PART 106 AS AMENDED (EFFECTIVE AUGUST 14, 2020); TITLE IX OF THE HIGHER EDUCATION AMENDMENTS ACT OF 1972; UTAH SYSTEM OF HIGHER EDUCATION ATTORNEY DRAFT AND INTERPRETATION

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533.5.2 – The recipient must prominently display the contact information and policy statement described above on its website and in each handbook or catalog that it makes available to applicants for admission and employment, students, employees, or all unions or professional organizations holding collective bargaining or professional agreements with the recipient.

533.6 – REPORTING

533.6.1 – HOW TO REPORT

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination, **or** sexual harassment), **or hazing** to the Title IX coordinator using any of the following methods: in person, by mail, telephone, electronic mail, or any other means that results in the Title IX coordinator receiving the person's oral or written report. The Title IX coordinator contact information is published on the college's website www.btech.edu.

533.6.2 – WHO MUST REPORT

The Title IX coordinator, vice president, or president are responsible employees, officials with authority to institute corrective measures who must report sexual harassment, **or** other sex discrimination, **or hazing** to the Title IX coordinator, which then charges a school with actual knowledge and triggers the school's response obligations.

533.6.2.1 – Consistent with Utah Code section 62A-4a-403, anyone who reasonably suspects any incident of sexual harassment, **hazing**, or abuse involving a minor shall immediately report suspicions to campus **police** **security** or the local police department. Employees who become aware of allegations involving a minor shall notify the Title IX coordinator and their supervisor that they have reported the allegation to the police.

533.6.3 – WHO MAY REPORT

All other faculty, associate vice presidents, staff, and students who become aware of sex discrimination, harassment, **or hazing**, are encouraged to report such issues, with the consent of the alleged victim, to the Title IX coordinator. These employees may act as confidential resources for students to discuss sexual harassment without triggering a report to the Title IX coordinator.

533.6.4 – WHO MAY NOT REPORT

Licensed mental health counselors and medical professionals working within the scope of their license, or designated advocates authorized by the Title IX coordinator, generally may not report incidents of sexual harassment except with written consent or in instances of imminent danger or when the victim is a minor or vulnerable adult.

533.7 – CONFIDENTIALITY

533.7.1 – Recipient maintains as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the recipient's ability to provide the supportive measures.

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533.7.2 – Recipient keeps confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment **or hazing**, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the federal *Family Educational Rights and Privacy Act (FERPA)*, its regulations, or as required by *Utah Government Records and Management Act (GRAMA)*, the federal *Health Information Portability and Accountability Act (HIPAA)* or other law, or to carry out the purposes of Title IX, including the conduct of any investigation, hearing, or judicial proceeding arising under Title IX.

533.7.3 – Recipient protects confidential communications to designated recipient advocates authorized by the Title IX coordinator, protected under the *Utah Campus Advocate Confidentiality Amendments* (Utah Code § 53B-28-101 et seq.), where disclosure is not required by applicable federal law, including Title IX, Title VII, or the *Clery Act*, or consented in writing.

533.7.4 – Amnesty: An individual who makes a good faith report of sexual harassment or sexual violence, as defined at Utah Code 53B-28-201, that was directed at them or another person will not be sanctioned by the recipient for a violation related to the use of drugs or alcohol that the recipient discovers because of the report. **This may also be true for those making a good faith report of hazing.**

533.8 – TRAINING

533.8.1 – Recipient trains Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process on the definition of sexual harassment **or hazing**, the scope of the recipient's education program or activity, how to conduct an investigation and grievance process including live hearings, appeals, informal resolution processes, and how to serve impartially, including by avoiding pre-judgment of the facts at issue, conflicts of interest, and bias.

533.8.1.1 – Training materials do not rely on sex stereotypes and promote impartial investigations and adjudications of formal complaints of sexual harassment **or hazing**.

533.8.2 – Recipient trains decision-makers how to determine issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, on evidentiary standards, and on live hearing procedures.

533.8.3 – Recipient ensures that investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.

533.8.4 – Recipient provides training to the Title IX coordinator(s), decision maker(s), and other necessary parties on all technology to be used in live hearings.

533.8.5 – All materials used to train Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process are made publicly available on the college website.

533.9 – RECORDKEEPING

533.9.1 – The Title IX Office maintains the following records for a period of seven years:

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- a) Each sexual harassment investigation including any determination regarding responsibility and any audio or audiovisual recording or transcript required by this policy, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to recipients education program or activity;
- b) Any appeal and the result;
- c) Any informal resolution and the result; and
- d) All materials used to train Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process.

533.9.2 – For each report to the Title IX coordinator of sexual harassment **or hazing** in a recipient's education program or activity against a person in the United States, the Title IX Office must create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the Title IX Office will document the basis for its conclusion, that its response was not deliberately indifferent, and that it has taken measures designed to restore or preserve equal access to the recipient's education program or activity. If the recipient does not provide a complainant with supportive measures, then the Title IX Office will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the recipient in the future from providing additional explanations or detailing additional measures taken.

533.10 – REPORTS, REVIEW, THE GRIEVANCE PROCESS, AND FILING A FORMAL COMPLAINT

533.10.1 – SCOPE AND APPLICABILITY OF THESE PROCEDURES

All reports and formal complaints of sex discrimination, sexual harassment, **hazing**, and retaliation, as defined in this policy, are subject to the procedures set forth in this section.

533.10.2 – PRELIMINARY REVIEW OF REPORTS OF SEXUAL HARASSMENT **OR HAZING**

533.10.2.1 – GENERAL RESPONSE

Upon receiving a report of sexual harassment **or hazing**, the Title IX coordinator shall promptly contact the complainant to (1) discuss the availability of supportive measures, (2) consider the complainant's wishes with respect to supportive measures, (3) inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and (4) explain the process for filing a formal complaint. Supportive measures shall also be offered as appropriate to the respondent.

533.10.2.2 – EMERGENCY REMOVAL

Responsible employees may remove respondent from the recipient's education programs or activities on an emergency basis, provided that the recipient undertakes an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment **or hazing** justifies removal, and provides the respondent with notice and an opportunity to challenge the decision immediately following the removal.

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533.10.2.2.1 – NON-STUDENT EMPLOYEE LEAVE

A non-student employee respondent may be placed on administrative leave in accordance with recipient policy.

533.10.2.3 – CLERY OBLIGATIONS

The Title IX coordinator will assess the reported conduct for any Clery obligations, including issuance of a timely warning, and report to campus or local law enforcement when necessary.

533.10.3 – GRIEVANCE PROCESS GENERAL PRINCIPLES

533.10.3.1 – Complainants, respondents, and witnesses shall be treated equitably and with respect throughout the grievance proceedings.

533.10.3.1.1 – Recipient will evaluate all relevant evidence—both inculpatory and exculpatory—objectively and determine credibility without respect to a person's status as complainant, respondent, or witness.

533.10.3.2 – Deadlines and timeframes provided in this policy may be extended for good cause with written notice to the parties and the reasons for the extension. Good cause may include considerations such as the absence of a party, a party's advisor, or witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

533.10.3.2.1 – Parties may submit a request for a temporary delay to the Title IX coordinator. Any request for temporary delay or limited extension should include a good cause statement and the reason(s) for the request. If no good cause exists, the Title IX coordinator will deny the requesting party's request in writing.

533.10.3.3 – Any person designated as a Title IX coordinator, investigator, or decision maker shall be free of conflict of interest or bias for or against complainants or respondents generally or individually.

533.10.3.4 – Complainants, respondents, and witnesses shall not knowingly make materially false statements or knowingly submit materially false information during the grievance process. However, a determination regarding responsibility alone is not sufficient to conclude that any individual proffered a material falsehood.

533.10.3.5 – Complainants and respondents shall have supportive measures made available and be given the opportunity to request modifications necessary for physical and/or emotional safety.

533.10.3.6 – Complainants, respondents, and other participants in the Title IX process may request accommodations necessary under the *Americans with Disabilities Act (ADA)* through the Title IX coordinator (who also serves as ADA coordinator) who will implement approved accommodations.

533.10.4 – FORMAL COMPLAINT

A formal complaint is a document filed by a complainant or signed by the Title IX coordinator alleging sex discrimination, sexual harassment, **hazing**, or retaliation. A formal complaint may be filed by a complainant who is participating in or attempting to participate in an education program or activity of the college at the time of filing the

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formal complaint.

533.10.4.1 – A formal complaint shall be filed with the Title IX coordinator in person, by mail, or by electronic mail, by using the contact information posted for the Title IX coordinator, as described in Section 533.6.1 above.

533.10.4.2 – The formal complaint shall contain written notice of the allegations of sex discrimination, sexual harassment, **hazing**, or retaliation, including a concise statement describing the incident, when and where the misconduct occurred, why the complainant believes it violates recipient policy, and a proposed resolution. The complainant shall be instructed to provide and preserve all corroborating or potentially relevant evidence in any format, list potential witness names, and sign the statement. From this information, the Title IX coordinator shall prepare a notice of investigation as defined in Section 533.12.3 – Formal Investigations and Findings.

533.10.4.3 – By filing a formal complaint, the complainant is giving consent for the Title IX coordinator (or designee), and/or investigators to discuss the information provided with other persons who may have relevant factual knowledge of the circumstances of the complaint, and is authorizing the collection and examination of all records and other documentation relevant to the complaint.

533.10.4.4 – When the Title IX coordinator signs a formal complaint, the Title IX coordinator is not a complainant or otherwise a party under this policy and must comply with the requirements of impartiality under this policy.

533.10.4.5 – CONSOLIDATION OF FORMAL COMPLAINTS – The recipient may consolidate formal complaints against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

533.10.4.6 – DISMISSAL OF THE FORMAL COMPLAINT – The recipient shall investigate all allegations in a formal complaint unless the conduct alleged in the formal complaint:

- a) Would not constitute sexual harassment **or hazing** as defined in this policy even if proved;
- b) Did not occur in the recipient's education programs or activities; or
- c) Did not occur against a person in the United States.

533.10.4.7 – If the conduct falls within the criteria outlined in 10.4.6, the recipient must dismiss the formal complaint with regard to that conduct for the purposes of Title IX; such dismissal does not preclude action under another provision of the college's code of conduct or policy.

533.10.4.8 – Recipient may dismiss the formal complaint or any allegations therein, if at any time during the investigation or hearing:

- a) A complainant notifies the Title IX coordinator in writing that the complainant wants to withdraw the formal complaint or any allegations therein;
- b) The respondent is no longer enrolled or employed by the recipient; or
- c) Specific circumstances prevent the recipient from gathering evidence sufficient to reach a determination as to the formal complaint.

533.10.4.9 – Upon a required or permitted dismissal of the formal complaint, the Title IX coordinator shall

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promptly send written notice of the dismissal and the reason(s) therefore simultaneously to the parties.

533.11 – INFORMAL RESOLUTION

Informal resolution is encouraged to resolve concerns at the earliest stage possible with the cooperation of all parties involved. Participation in the informal resolution process is voluntary; the recipient shall not compel either party to engage in informal resolution. Informal resolution may be appropriate for responding to anonymous reports and/or third-party reports. Informal resolution may not be used in cases involving sexual violence, even if the complainant volunteers for informal resolution. Informal resolution may also be inappropriate when one or both of the parties are reluctant to participate in good faith.

533.11.1 – Because each case is different, the Title IX coordinator shall determine whether a report of sexual misconduct **or hazing** is appropriate for informal resolution, mediation, or requires an investigation.

533.11.2 – Informal resolution may include an inquiry into the facts, but typically does not include an investigation. Informal resolution should be flexible enough to meet the needs of each case, and may include mediating an agreement between the parties, separating the parties, referring the parties to counseling programs, negotiating an agreement for disciplinary action, conducting targeted preventive educational and training programs, or providing remedies for the individual harmed by the offense.

533.11.3 – The recipient endeavors to conclude informal resolution promptly and shall keep a written record of all informal resolution efforts.

533.11.4 – After concluding informal resolution of a complaint, the Title IX coordinator shall notify the complainant and respondent of the resolution that was agreed upon.

533.11.5 – Participation in informal resolution does not prohibit either party from terminating informal resolution and/or requesting an investigation at any point during the informal resolution process. Where a report was closed after informal resolution, the matter may later be reopened at the discretion of the Title IX coordinator when requested by the complainant and/or if the Title IX coordinator determines there is a risk to the safety of the recipient community.

533.12 – FORMAL INVESTIGATIONS AND FINDINGS

If a Complainant files a formal complaint or the Title IX coordinator signs a formal complaint, the recipient shall conduct a thorough, impartial investigation by interviewing witnesses, collecting documentary evidence, and preparing a written report of findings. The purpose of the investigation is to establish whether there is a reasonable basis, based on clear and convincing evidence, to conclude the respondent violated this policy. The recipient reserves the right to engage an outside investigator to conduct the investigation. Investigations under this policy shall incorporate the following standards:

533.12.1 – The burden of proof and the burden of gathering evidence sufficient to reach a determination rests on the recipient and not on the parties.

533.12.1.1 – Recipient shall not access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the recipient obtains the party's voluntary, written consent to do so for a grievance process under this policy.

533.12.1.2 – Recipient shall presume the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

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533.12.1.3 – Recipient will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence. This section notwithstanding:

- a) Retaliation is prohibited. Attempts to alter or prevent a witness's or party's testimony are forms of prohibited retaliation.
- b) Parties may be directed to cease communications with one another (i.e., a "no contact order").
- c) Parties' communications remain subject to state laws protecting against defamation and wrongful invasions of privacy, such as intrusion upon seclusion, publication of private facts, and false light claims.

533.12.1.4 – Recipient shall provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence.

533.12.1.5 – Investigators or others shall not question the complainant, or otherwise seek evidence, regarding the complainant's sexual predisposition or prior sexual conduct with anyone other than the respondent(s).

533.12.1.6 – Parties may choose to be accompanied by an advisor of their choice, who may be an attorney, to any related meeting or proceeding. The advisor may not disrupt the meetings or other proceedings or speak on behalf of the party. Generally, the advisor is limited to listening and quietly conferring with the party. If an advisor is disruptive even after warning, the investigator may exclude them from meetings.

533.12.1.7 – At any time before or during the investigation, the investigator may recommend that the recipient provide support measures for the parties or witnesses. Any individual's intentional interference with support measures may be considered retaliatory and a separate violation of this policy.

533.12.1.8 – If either party fails to participate in the investigation, the investigator(s) may make findings without the response of that party, potentially leading to an unfavorable outcome for that party, or recipient may dismiss the case according to Section 533.10.4 Formal Complaint of this policy.

533.12.1.9 – Recipient will provide to a party whose participation is expected or invited, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate.

533.12.1.10 – Recipient will provide both parties with equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including all inculpatory or exculpatory evidence, whether relied upon or not in reaching findings, so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation.

533.12.2 – The Title IX coordinator shall select impartial investigators from the chosen investigator team who do not have a conflict of interest. Should the Title IX coordinator have a conflict of interest, the recipient Administration should select a Title IX coordinator designee and investigators as appropriate. The Title IX coordinator or designee will collaborate with the Assistant Attorney General assigned to the college on an as needed basis.

533.12.3 – Upon initiating an investigation, the recipient via the Title IX coordinator shall provide the parties with a copy of the formal complaint, a notice of investigation, and a copy of this policy. A notice of investigation shall include statements informing the parties that the respondent is presumed not responsible for the alleged conduct and that a determination of responsibility is made at the conclusion of the grievance process; that the parties may have an advisor

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of their choice, who may be, but is not required to be, an attorney, and who may inspect and review evidence; and inform the parties of any provision in the recipient's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during a grievance process.

533.12.4 – If, at any point during the investigation, the recipient determines a need to investigate known allegations not included in the formal complaint, the recipient must provide notice of the additional allegations to the parties.

533.12.5 – Upon conclusion of the investigative fact-finding, the investigator(s) shall prepare a draft report that summarizes the complainant's allegations and respondent's responses, summarizes the relevant evidence and the material witnesses supporting or opposing the allegation(s), and includes preliminary findings.

533.12.6 – Before the report is finalized, investigators will give complainant and respondent and their advisors equal opportunity to review any evidence obtained as part of the investigation that is directly related to the allegations in the formal complaint, including evidence upon which the recipient does not intend to rely in reaching a determination of responsibility, whether inculpatory or exculpatory, in electronic or hard copy format.

533.12.7 – The parties may submit a written response or information to the investigator within ten calendar days of the date of the notice of the opportunity to review the draft report and evidence. This is the parties' final opportunity to submit any additional information or witnesses. In the absence of good cause, investigators shall not consider information discoverable through the exercise of due diligence that is not provided to the investigator(s) at this juncture.

533.12.7.1 – Investigator(s) shall consider any written response, information, or evidence provided by the parties.

533.12.8 – The investigator(s) shall prepare a final investigation report that contains a statement of the allegations, the positions/responses of the parties, a summary of relevant evidence and material witnesses the investigator(s) relied on, and any findings.

533.12.8.1 – A recommended decision of "unfounded" indicates that the investigator(s) believes either that there is insufficient evidence to conclude that the event(s) occurred as alleged, or even if the event(s) occurred, it/they did not constitute sexual harassment or retaliation.

533.12.8.2 – A recommended decision of "inconclusive" means that the investigator(s) believes the evidence provided by both parties did not reach clear and convincing evidence in favor of either party.

533.12.8.3 – A recommended decision of "substantiated" means that the investigator(s) believes the events occurred as alleged by clear and convincing evidence in favor of the complainant.

533.12.9 – The Title IX coordinator, or designee, and the recipient's Administration and the Assistant Attorney General assigned to the college shall review each final investigation report or summary before it is finalized to ensure compliance with this policy.

533.12.10 – The final report shall be provided to the parties and their advisors, if any, in an electronic or hard copy format, at least ten days prior to any hearing under this policy, for their review and written response.

533.12.11 – The final investigation report shall be submitted to the responsible Title IX coordinator or recipient Administration's designee with authority to implement actions and/or discipline necessary to resolve the complaint. The final investigation report shall be kept in the investigation file and may be used as evidence in other related proceedings, such as subsequent complaints, disciplinary actions, and/or hearings or appeals.

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533.12.12 – Nothing in this procedure shall be interpreted to alter the status of otherwise at-will employees.

533.13 – SANCTIONS AND REMEDIES

Upon receiving the final investigation report, the responsible administrator (the Title IX coordinator or recipient Administration's designee) with the support of recipient Administration, in consultation with Human Resources when the respondent is an employee, and in consultation with the Assistant Attorney General assigned to the college shall promptly determine the appropriate sanctions and remedies based on the investigative findings, including offering remedies to the complainant and/or recipient community, implementing changes in programs and activities, providing training, and imposing any disciplinary sanctions. The recipient shall ensure any proposed sanctions and remedies are appropriate to end the prohibited conduct, to prevent further violation of this policy, and remedy the effects of any violation. In determining the appropriate sanction(s), the responsible administrator shall be guided by the following considerations:

- a) The severity, persistence, or pervasiveness of the misconduct;
- b) The nature of violence in the misconduct and/or use of weapons, drugs, or alcohol (if applicable);
- c) The impact of the misconduct on the complainant;
- d) The impact or implications of the misconduct on the recipient community;
- e) Prior misconduct by the respondent, including the respondent's relevant prior disciplinary history;
- f) Whether the respondent has accepted responsibility for the misconduct;
- g) The maintenance of a safe, nondiscriminatory, and respectful working and learning environment; and
- h) Any other mitigating, aggravating, or compelling factors.

533.13.1 – Respondents who are found to have violated this policy may be subject to the following sanctions:

533.13.1.1 – Faculty/Staff: Possible sanctions against faculty and non-faculty employees for violations of this policy include verbal counseling, written warning, probation, reassignment, transfer, demotion, reduction in pay, suspension, termination of employment, and an order of no trespassing on campus and/or in recipient programs, services, and activities.

533.13.1.2 – Students: Possible sanctions against students for violations of this policy include fines, restitution, interim suspension, suspension, suspension withheld, warning, probation, expulsion, withholding or revocation of certificate, discretionary sanction, organizational sanction, and notation on the student's transcript consistent with the *Family Educational Rights and Privacy Act*.

533.13.1.3 – Vendors/Contractors/Visitors: Possible sanctions against vendors, contractors or visitors to campus who are neither students nor employees of the recipient include banning the individuals from all or part(s) of the recipient and/or ending business relationships with the vendors and contractors.

533.13.2 – The responsible administrator shall send any proposed sanctions and remedies, subject to a final determination on the alleged violations, in writing to the complainant, respondent, Title IX coordinator (if responsible administrator is designee), and decision maker(s). However, the responsible administrator, in consultation with the recipient Administration may choose not to disclose to the complainant the proposed sanctions, and shall not disclose to the complainant the discipline proposed to be imposed on a respondent student, except under the following circumstances:

- a) The discipline directly affects the other party, such as when the respondent student is ordered to stay away from the other party, is transferred to another job site, worksite, class, or is suspended or dismissed from the recipient; or

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- b) The complainant alleged sexual harassment **or hazing** involving a crime of violence or a non-forcible sex offense; or
- c) The respondent student gives their written permission to disclose the discipline.

533.13.3 – The recipient complies with all applicable reporting requirements and reserves the right to report findings of criminal misconduct to the police.

533.14 – LIVE HEARINGS

533.14.1 – Upon receipt of the final investigation report, the responsible administrator shall immediately appoint decision maker(s) and arrange for a live hearing to occur after the 10th day of having notified parties and advisors of the final report. The responsible administrator shall arrange for the Assistant Attorney General assigned to the college to be present at the live hearing.

533.14.2 – Upon appointing a decision maker(s), the responsible administrator will issue to the parties and the parties' advisors, in either an electronic or hard copy format, a notice of hearing containing dates, deadlines, and/or requirements appropriate for the orderly administration of the live hearing as determined by the decision maker(s) assigned to the live hearing under this policy.

533.14.3 – The notice of hearing will contain a statement informing the parties that the recipient must, upon either party's request, provide for a live hearing where the parties are located in separate rooms with technology enabling the decision maker(s) and the parties to simultaneously see and hear the party or witnesses answering questions.

533.14.4 – REQUIRED DISCLOSURES

As outlined in Section 533.12, the parties and the parties' advisors received in either an electronic or hardcopy format a copy of the final investigation report and all evidence, exculpatory or inculpatory, whether or not the evidence was relied upon to reach the findings in the final investigation report related to the allegations in the formal complaint.

533.14.5 – DISCLOSURE OF WITNESSES AND DOCUMENTS

At least seven calendar days before the hearing date, the recipient, complainant, and respondent must provide each other a list of witnesses and documents that they will be presenting to the hearing officer.

533.14.6 – DISCLOSURE OF EXPERT TESTIMONY

A party shall disclose the identity of any person who may be used at a live hearing to present expert opinion evidence to the recipient and other parties no later than five business days prior to the date of the live hearing.

533.14.6.1 – Unless otherwise stipulated, this disclosure shall be accompanied by a written report prepared and signed by the witness or party. The report shall contain the subject matter on which the expert is expected to testify; the substance of the facts and opinions to which the expert is expected to testify; a summary of the grounds for each opinion; and the expert's qualifications of the witness.

533.14.6.2 – A party seeking to present the testimony of an expert witness at the live hearing shall certify that the individual providing the expert testimony is qualified to offer the opinions.

533.14.6.3 – Decision maker(s) may exclude expert testimony that is not relevant.

NUMBER: 533

SUBJECT: TITLE IX AND PROTECTION FROM SEX DISCRIMINATION **AND HAZING**

APPROVAL DATE OF LAST REVISION: AUGUST 13 & 24, 2020; JUNE 26, 2023

SOURCES(S): CODE OF FEDERAL REGULATIONS, TITLE 34, PART 106 AS AMENDED (EFFECTIVE AUGUST 14, 2020); TITLE IX OF THE HIGHER EDUCATION AMENDMENTS ACT OF 1972; UTAH SYSTEM OF HIGHER EDUCATION ATTORNEY DRAFT AND INTERPRETATION

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533.14.7 – ADVISORS

Parties may be accompanied to the live hearing by an advisor, who may be, but is not required to be, an attorney.

533.14.7.1 – Recipient will not limit the choice or presence of a party's advisor, but the decision maker(s) may limit an advisor's participation if the advisor becomes unreasonably disruptive to the proceedings.

533.14.7.2 – If an attorney appears on behalf of a party, notice served on the attorney is considered notice to the party.

533.14.7.3 – Advisors may participate in the live hearing through asking the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility.

- a) Cross-examination at the live hearing must be conducted directly, orally, and in real time by a party's advisor and never by a party personally.
- b) If a party does not have an advisor present at the live hearing, and the party desires to have one, recipient must provide without fee or charge to that party, an advisor of recipient's choice, who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party.

533.14.8 – Recipient is not a party to the live hearing, but it shall be the recipient, not the parties, that bears the burden of producing evidence through the investigative report to the decision maker(s).

533.14.8.1 – Recipient must remain objective and impartial throughout the grievance process, including impartially presenting the investigative report to the decision maker(s) for determination.

533.14.8.2 – The standard of proof for determining responsibility is clear and convincing evidence.

533.14.9 – DECISION MAKER(S) RESPONSIBILITIES

533.14.9.1 – The decision maker(s) cannot be the same person(s) as the Title IX coordinator or the investigator(s).

533.14.9.2 – Decision maker(s) shall regulate the course of the live hearing to obtain full disclosure of relevant facts and to afford all parties reasonable opportunity to present their positions.

533.14.9.3 – On the decision maker(s) own motion or upon objection by a party's advisor, the decision maker(s):

- a) May exclude evidence that is irrelevant or unduly repetitious.
- b) Shall exclude irrelevant questions directed to a party or witness. Before a party or witness answers a cross-examination or other question, the decision maker(s) must first determine whether the question is relevant and explain any decision to exclude a question as not relevant.
- c) Shall exclude evidence privileged in the courts of Utah, unless the privilege at issue is specifically waived by the parties.
- d) Shall exclude questions or evidence about the complainant(s)' sexual predisposition or prior sexual behavior as not relevant unless 1) questions or evidence of the complainant(s)' prior sexual behavior are offered to prove that someone other than respondent(s) committed the conduct alleged by complainant(s), or 2) questions or evidence concern specific incidents of the

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complainant(s)' prior sexual behavior with respect to respondent(s) and are offered to prove consent.

- e) May receive documentary evidence in the form of a copy or excerpt if the copy or excerpt contains all pertinent portions of the original document.

533.14.9.4 – Decision maker(s) may not exclude evidence solely because it is hearsay.

533.14.9.5 – Decision maker(s) shall afford the parties' advisors the opportunity to conduct cross-examination.

533.14.9.5.1 – If a party or witness does not submit to cross-examination at the live hearing, the decision maker(s) must not rely on any statement of that party or witness in reaching a determination regarding responsibility and cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence for the live hearing or refusal to answer cross-examination or other questions.

533.14.9.6 – Recipient shall record the hearing and provide a copy or transcript of the hearing to the parties for inspection and review.

533.14.9.7 – The hearing shall be conducted with all parties physically present in the same geographical location or, upon request by either party or the decision maker(s), any or all parties, witnesses, and other participants may appear at the live hearing virtually, with technology enabling participants simultaneously to see and hear each other.

533.14.9.8 – Nothing in this section precludes the decision maker(s) from taking appropriate measures necessary to preserve the integrity of the hearing.

533.14.9.9 – After the close of the live hearing, the decision maker(s) will issue a written determination regarding responsibility.

533.14.10 – WRITTEN DETERMINATION

533.14.10.1 – Decision maker(s) will provide a written determination to the Title IX coordinator within five business days after the live hearing concludes. The written determination must include:

- a) Identification of the allegations potentially constituting sexual harassment **or hazing** as defined in this policy.
- b) A description of the procedural steps taken from the receipt of the formal complaint through the determination including any notifications to the parties, interviews with the parties and witnesses, site visits, methods used to gather other evidence, and hearings held.
- c) Findings of fact supporting the determination.
- d) Conclusions regarding the application of recipient's policy to the facts.
- e) Using the same criteria established in this section of policy, a statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, and disciplinary sanctions the recipient imposes on the respondent, and whether the institution shall provide remedies designed to restore and preserve equal access to the recipient's education program and activity to the complainant.
- f) The recipient's procedures and permissible bases for the complainant and respondent to appeal.

NUMBER: 533

SUBJECT: TITLE IX AND PROTECTION FROM SEX DISCRIMINATION **AND HAZING**

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533.14.10.2 – Decision maker(s) shall provide the written determination to the Title IX coordinator, the responsible administrator (if designated), the parties, and the parties' advisors simultaneously.

533.14.10.3 – The determination regarding responsibility and sanctions becomes final either on the date that the recipient provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

533.15 – APPEALS

533.15.1 – Either party may appeal a decision regarding responsibility or from the dismissal of any portion of a formal complaint.

533.15.2 – A party may appeal for any of the following reasons:

- a) A procedural problem that affected the outcome of the hearing.
- b) New evidence that was not reasonably available at the time of the decision or dismissal.
- c) The responsible administrator, the investigators, or the decision maker(s) had a conflict of interest or bias that affected the outcome of the matter.

533.15.3 – The Title IX coordinator must receive written notice of a party's intent to appeal within five business days after the decision maker(s) issues the decision.

533.15.4 – Upon receiving an appeal, the Title IX coordinator must immediately notify the other party.

533.15.5 – The Title IX coordinator must notify both parties of who will officiate the appeal and that person's contact information within five business days of receiving the appeal.

533.15.6 – The appeal officer, appointed by recipient Administration, must not be anyone involved in the matter before the appeal.

533.15.7 – The appeal officer must comply with the standards discussed in Section 533.14.9 Decision Makers Responsibilities of this policy.

533.15.8 – Either party may submit a written statement to the appeal officer supporting or challenging the decision of the decision maker(s).

533.15.9 – The appeal officer must receive any written statements in support of, or challenging, the outcome within ten calendar days of the sending of the Title IX coordinator's notice discussed in Section 533.15.5.

533.15.10 – The appeal officer will review all reports, evidence, and recordings, and make a decision.

533.15.11 – The appeal officer will simultaneously issue a report to both parties detailing the decision and the rationale for the decision.

533.15.12 – The appeal officer's decision is final.

NUMBER: 533

SUBJECT: TITLE IX AND PROTECTION FROM SEX DISCRIMINATION **AND HAZING**

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533.16 – CAMPUS HAZING TRANSPARENCY REPORT

The Stop Campus Hazing Act requires colleges to develop a campus hazing transparency report should the college have a finding of a hazing violation. The report should be updated thereafter when a hazing violation occurs. See the college's Annual Security Report and Campus Crime Statistics for the hazing transparency report and details of what should be included.

Utah System of Higher Education

Form B-4: Institution Budget Needs Identification Form

FY 2026-2027 Operating Budget Request

Institution:

Prepared by:

Due Date:

Submission Date:

Bridgerland Tech College

KC/BG

8/28/2025

8/28/2025

Institution Budget Priorities

Please list your institution's budget requests for FY 2026-2027 including priority, category, title and amount

| <u>Priority Rank</u> | <u>Category</u> | <u>Priority Descriptive Title</u> | <u>One-Time Amount Requested</u> | <u>Ongoing Amount Requested</u> |
|----------------------|--------------------------|---|----------------------------------|---------------------------------|
| | Enrollment Growth | Growth Funding-TBD | | TBD |
| | Performance Funding | Performance Funding-TBD | | TBD |
| | Institutional Priorities | Medical Assisting (Capacity) | | \$128,600 |
| | Institutional Priorities | CDL Instructor and Staff - Brigham Campus (Capacity) (Shared Service) | | \$233,900 |
| | Institutional Priorities | Welding Instructor-Logan Campus | | \$136,800 |
| | Institutional Priorities | Welding Expansion-Brigham Campus | \$421,500 | \$313,700 |
| | Institutional Priorities | Diesel Instructor-Logan Campus | | \$136,800 |
| | Institutional Priorities | Security Specialist | | \$143,500 |
| | Institutional Priorities | Senior Accountant | | \$156,700 |
| | Institutional Priorities | Equipment | \$500,000 | |
| | | Total | \$921,500 | \$1,250,000 |



This is how you know you're on
Snow College's campus!





BRIDGERLAND TECHNICAL COLLEGE



1984



2025

**Logan Campus – Main Building
(Wurlitzer Piano Factory)**

East Main Entrance



PROPOSED
East Entrance



CURRENT
North Entrance



PROPOSED
North Entrance



PROPOSED
North Entrance



PROPOSED
Automation Dept.





FIVE-YEAR CAPITAL FACILITIES PLAN FOR FY 2026-2027

Executive Summary:

In accordance with Policy R706-4, Bridgerland Technical College (BTECH), in conjunction with the Division of Facilities Construction and Management (DFCM), hired an architectural firm to develop a comprehensive, long-range master plan. The plan first considered existing and future property needs and then moved on to existing buildings. The master plan is described as "realistic, achievable, and flexible." One of the primary goals of the master planning process is to create significant efficiencies by consolidating program adjacencies and rethinking the building entry sequences. This involves rearranging locations to group similar programs and services together. In addition to the master planning process, the college also engaged an architect to update the required Feasibility Study for the existing Main building remodel project, so a Capital Development request could move forward for the 2026 General Session of the Legislature if it gets approved or prioritized by the Utah Board of Higher Education.

By way of a brief overview, BTECH built its first-ever purpose-built Health Sciences building and moved in during the Spring of 2024. All of the other Bridgerland buildings in Logan and at our regional locations are repurposed manufacturing or strip mall buildings with an average age well over 50 years. The good news is these facilities also have an average acquisition cost of less than \$20 per square foot. When compared to the cost of new construction, which exceeds \$500 per square foot, it becomes evident that there is substantial value and savings in updating and modernizing the older, existing facilities rather than constructing new structures. The existing facilities have been highly functional at a very low cost per square foot and have now reached a point where it is necessary to remodel, renovate, and repurpose various areas throughout the college to maximize efficiencies while also controlling costs.

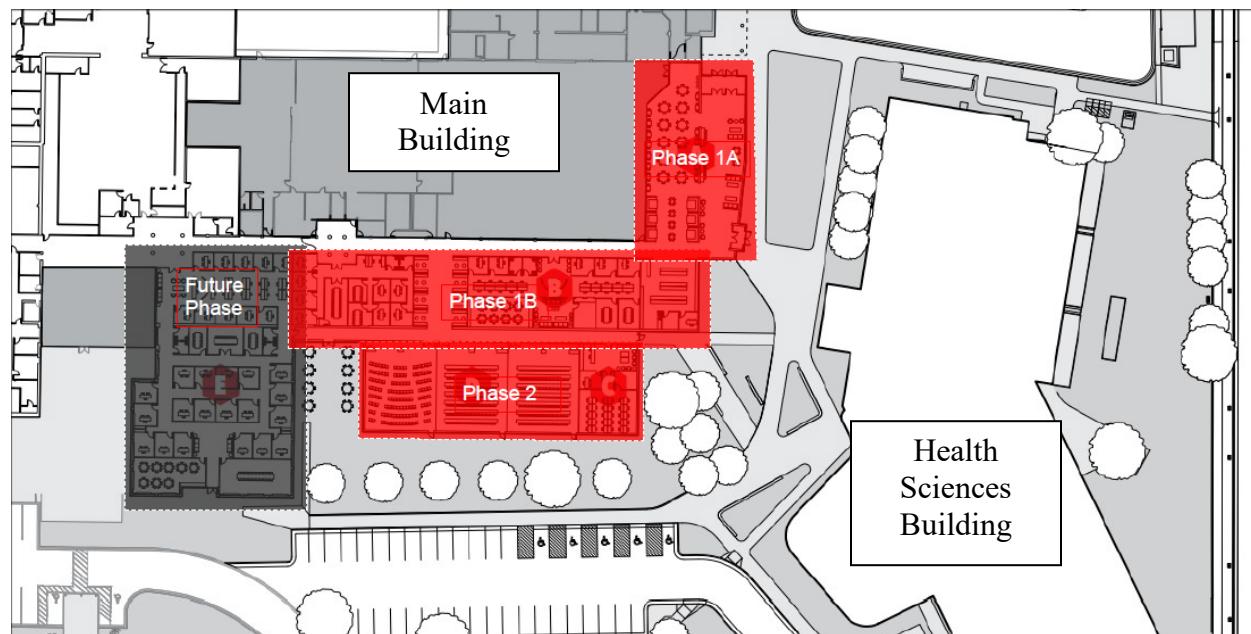
BTECH purposely and intentionally stepped away from the capital projects request process during the last budget cycle (2025 general session) to rethink its strategies and identify a realistic pathway forward. The new "dedicated project" funding allocation formula being designed for the technical colleges is exactly what the college needed to accumulate the funds necessary to remodel existing facilities, rather than requesting funds to build new buildings. Since the 2025 legislature didn't adopt a funding allocation formula for technical colleges, Bridgerland Administration could only see two pathways forward to accommodate this urgent remodel need. One option would be to submit a non-dedicated project request to remodel and repurpose the portions of the Main building that are the highest priority. The other option would be to submit a dedicated project request that would utilize the phased approach. When the Utah Board of Higher Education took action to provide guidance on the 2026 capital projects process, it became clear the only option available is to pursue the dedicated project funding recognizing there will be substantial limitation on the amount available. Ordinarily, Bridgerland would favor and support continued efforts to allocate dedicated project funds out to the respective technical colleges,

but with the limited amount of funds available for the 2026 legislative session, the college supports an opportunity for the Board to hear and prioritize dedicated project requests.

With current guidance from the Utah Board of Higher Education, Bridgerland will propose some modifications to the order in which the following phases would be implemented with its 2026 dedicated project request. The amount of dedicated project funding available for technical colleges to request is currently estimated to be approximately \$7.3 million. Knowing the Bridgerland project will require a series of phases and knowing the limited amount of funds available, the first year of this five-year capital plan would request up to \$7.3 million. Statute defines a dedicated project as a Capital Development project, among other things, as a remodel project that exceeds \$3.5 million. Accordingly, any portion of the available \$7.3 million that exceeds \$3.5 million that Bridgerland can successfully receive from the Utah Board of Higher Education prioritization process would become the amount to be used for the first phase of construction and would require the college to limit how much could be completed with the first phase. Using the phases outlined below, but potentially rearranging the priorities to fit the available funding, Bridgerland would propose to have this first phase consist of Phase 1A, a relatively small portion of Phase 1B, and Phase 3A.

5.1 A narrative and discussion of current and future institutional capital needs, including projected needs over a 5-year future period based on enrollment projections, program growth, functional obsolescence, and the age and condition of existing facilities. The list of capital projects for Bridgerland Technical College is broken into two categories in accordance with the statutorily defined process:

Capital Development Projects



- **Project Name: Phase 1A – Main Building North Entrance and Cafeteria Remodel**
 - **Scope:** This project will create a new sense of entry at the Main building, connecting the West building, the new Health Sciences building, and the Bridgerland Entrepreneurship Center facility. It will also update and modernize the cafeteria while relocating the

primary entrance into the Main building. This project will combine an urgent Capital Improvement need with the urgent remodel to facilitate student support and student engagement.

- **Time Frame:** Phase 1A will begin when dedicated project funds combined with Capital Improvement funds for the HVAC system updates are sufficient to begin the project. It is hoped that Phases 1A and 1B can be combined into a single project with Phase 2 following soon thereafter. This project is anticipated to require BTECH to save two years of dedicated project funds before beginning construction.
- **Funding:** \$3,875,400 – Dedicated project funds along with limited Capital Improvement funds. (*Note: this amount assumes a 10% construction inflation rate over the \$3,523,100 submitted in the FY25-26 five-year capital plan.*)

- **Project Name: Phase 1B – Main Building Student Services Relocation/Remodel/Renovation**

- **Scope:** The significant objective of this remodel/expansion is to provide the current and prospective students with the best learning experience and the most efficient enrollment process. This project will relocate student service functions of the college so they are grouped together. It will combine enrollment, financial aid, student success advisors, and the assessment and learning center into an area with critical adjacencies to enhance onboarding efficiencies for students.
- **Time Frame:** Phase 1B will begin when dedicated project funds combined with capital improvement funds for the HVAC system updates are sufficient to begin the project. It is hoped that Phase 1A and 1B can be combined into a single project with Phase 2 following soon thereafter. This project is anticipated to require BTECH to save two years of dedicated project funds (2026 and 2027) before beginning construction.
- **Funding:** \$5,691,300 – Dedicated project funds along with limited capital improvement funds. (*Note: this amount assumes a 10% construction inflation rate over the \$5,173,900 submitted in the FY25-26 five year capital plan. For purposes of the FY26-27 plan year, approximately \$800,000 would be needed for the portion of this phase that would be included.*)

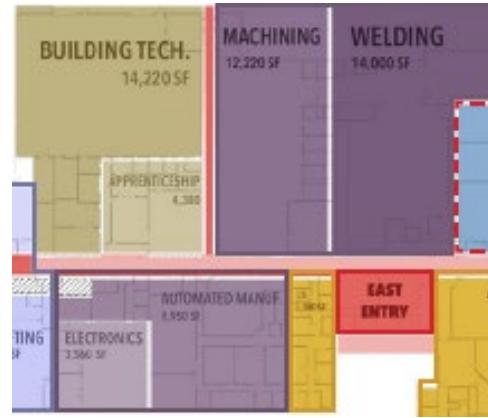
- **Project Name: Phase 2 – Main Building Expansion of Student Services and Addition of Flexible Classroom Space**

- **Scope:** This project is Phase 2 in relocating Student Services and will also expand the Main Building footprint to include flexible classroom space that will operate as a conference center or can be divided into individual classrooms. In addition, this conference/flexible classroom space will be located across the hall from the cafeteria, so culinary students can gain experience in catering events more efficiently.
- **Time Frame:** Phase 2 is estimated to begin within two years of starting Phase 1A and 1B. This project is anticipated to require BTECH to save two years of dedicated project funds (2028 and 2029) to cover the cost before beginning construction.
- **Funding:** \$7,258,200 – Dedicated project funding will be the primary funding source for this phase and will likely be supplemented with capital improvement funds for the HVAC updates required. In addition, this project is a prime candidate for donor funds and some limited use of institutional funds. **Funding:** \$5,691,300 – Dedicated project funds along with limited capital improvement funds. (*Note: this amount assumes a 10%*

construction inflation rate over the \$6,598,400 submitted in the FY25-26 five-year capital plan.)

- **Project Name: Phase 3A - Main Building Relocation, Remodel, and Expansion of Automation Technology and Electronics**

- **Scope:** As previously stated, one of the primary goals for Bridgerland Technical College as we attempt to update and modernize existing facilities is to significantly improve program adjacencies. Currently, manufacturing industry programs are located in two different buildings, almost a block apart, and in space that has never been remodeled for instructional purposes. This project will relocate automation and electronics into the Main building and locate them immediately adjacent to drafting, machining, and welding. Having like programs by like programs creates substantial efficiencies and will also provide a purpose-built instructional area for the two programs being relocated.
- **Time Frame:** It is anticipated that Phase 3A and 3B will begin within one year of starting Phase 2. It will require the college to once again save up dedicated project funding to a sufficient level to cover the cost. This project is anticipated to require BTECH to save dedicated project funds (2030-2031) before beginning construction.
- **Funding:** \$2,884,200 – Dedicated project funding will be the primary funding source for this phase and will likely be supplemented with capital improvement funds for the required HVAC updates. In addition, this project is a prime candidate for donor funds and some limited use of institutional funds. *(Note: this amount assumes a 10% construction inflation rate over the \$2,622,000 submitted in the FY25-26 five-year capital plan.)*



- **Project Name: Phase 3B – Main Building Expansion of Machining Technology and Welding Technology Programs**

- **Scope:** The machining and welding programs are the most impacted by capacity limitations and consistently have the longest waiting lists. Rather than building entirely new facilities like many colleges choose to do, BTECH prefers to expand its existing facilities. Due to the physical location of these programs in the Main building, an approximately 4,800-square-foot addition to each program should be implemented. This expansion would provide sufficient capacity to meet the population's needs in the college's statutorily assigned service delivery area.
- **Time Frame:** It is anticipated that Phase 3A and 3B will begin within one year of starting Phase 2. It will require the college to once again save up our dedicated project funding to a sufficient level to cover the cost. This project is anticipated to require BTECH to save dedicated project funds (2030-2031) before beginning construction.

- **Funding:** \$5,760,000 – Dedicated project funding will be the primary funding source for this phase and will likely be supplemented with capital improvement funds for the required HVAC updates. In addition, this project is a prime candidate for donor funds and some limited use of institutional funds.

Capital Improvement Projects

- **West Building – Fitness Center Update for Public Safety Programs**
 - **Scope:** This project will remodel existing shared space in the West building to create a Fitness Center for our public safety (Police, Fire, Paramedic, and EMT) students.
 - **Time Frame:** The estimated project duration will be approximately 6-8 months, including design and construction. This project is planned for FY25-26.
 - **Funding:** The estimated project cost is \$750,000 and will be funded from agency and donor funds.
- **Business and Innovation Building – Custom Fit and Entrepreneurship Center Remodel for Conference Room**
 - **Scope:** This project will remodel space for a 100-150-person conference room in the Business and Innovation building for Custom Fit and Entrepreneurship Center Training space.
 - **Time Frame:** The estimated duration of this project is 6-8 months. This project is planned for FY25-26 or early in FY26-27.
 - **Funding:** The total project cost is estimated to be less than \$100,000 and will be funded from agency funds.
- **Brigham City Campus – Exterior Enclosure/Front Facade (Lockdown, Safety, and Security)**
 - **Scope:** The college has multiple programs scattered across different sections of the strip mall that is now the Brigham City Campus. There is a significant safety and functional need for an enclosure/front facade so that students can move from one section to the next (especially with the north-facing front in the winter).
 - **Time Frame:** The estimated duration of this project is several months and will be requested for FY26-27.
 - **Funding:** The estimated cost for this project is \$2.4 million and will be funded through DFCM state Capital Improvement funds.



- **CDL Driving Range/Covered Parking/Classroom and Relocate by Heavy Equipment Operator Program at the Main Campus in Logan.**
 - **Scope:** This project will construct a driving range with covered parking for the trucks and a small classroom facility. It will be located immediately adjacent to the Heavy Equipment Operator program for instructional efficiencies.
 - **Time Frame:** The estimated duration of this project is 6 to 8 months from when funding is secured.
 - **Funding:** The total estimated project cost is \$875,000 and will be agency, grant, and donor funded.
- **Main Building Roof Replacement – Phase 2**
 - **Scope:** Complete the second phase of the Main building roof replacement, which has substantially outlived its estimated useful life. Phase 1 is being completed during FY25-26. This project will also replace the glazed skylights that are more than 40 years old.
 - **Time Frame:** The duration of this project is estimated to be two months and will be requested for FY26-27.
 - **Funding:** The estimated cost of this project is \$1.5 million and will be funded through the state Capital Improvement funding. The necessary funds for this project have

already been allocated to it by DFCM, but this is still the estimated construction timeline.

- **Irrigation System Replacement and Secondary Water System Connection**
 - **Scope:** Replace the 40-plus-year-old exterior irrigation system with a new, automated system and connect it to secondary water rather than culinary water. In addition, continue implementing xeriscaping of the college landscape as appropriate.
 - **Time Frame:** The duration of this project is estimated to be 2-3 months, and the funding will be requested for FY26-27.
 - **Funding:** The total project cost is estimated to be \$250,000 and will be funded through the state Capital Improvement funding request.
- **Replacement of RTU 16 (HVAC System) above Culinary Arts and Upgrades to Serving and Dining Area**
 - **Scope:** This project will replace RTU-16 over the Culinary Arts serving and dining area and ideally will be done in collaboration with the Phase 1A project in the Capital Development section.
 - **Time Frame:** This project has an estimated duration of 6-8 months. Funding will be requested for FY26-27.
 - **Funding:** Total project cost is estimated to be around \$1.5 million and will be completed with state Capital Improvement funding.
- **Replacement of RTU 17 and 14 (HVAC System) Above the Area to be Remodeled for Student Services**
 - **Scope:** This project will replace RTU-17 over the new Student Services area described in Phase 1B in the Capital Development section above and, ideally, will be done in collaboration with the Phase 1B project.
 - **Time Frame:** This project has an estimated duration of 6-8 months. Funding will be requested for FY27-28.
 - **Funding:** Total project cost is estimated to be around \$1.6 million and will be completed with state Capital Improvement funding.
- **West Building – Replace Air Handlers, Exhaust Fans, (HVAC System Update)**
 - **Scope:** Replace air handlers, exhaust fans, ductwork, VAV's, VFD's, DDC's, heat exchangers, pumps, piping, and electrical connections for Rooms 1919, 1912, 1906, 1908, 1918, 1806, and 1835 in the West building. The HVAC system in the West building is more than 40 years old and needs a major update. This request is for Phase IV of the overall project that is expected to take seven or more years to complete as funding becomes available.
 - **Time Frame:** The estimated duration of Phase IV is 4-6 months from when funding is secured. It is estimated this project will be requested in FY29-30.
 - **Funding:** The total estimated cost of Phase IV of the West Building HVAC update is \$750,000 and will be funded through the state Capital Improvement funding request.

5.2. Space utilization information for all state-owned and leased facilities and a discussion of how the 5-year capital plan will improve institutional space utilization.

Following the completion of the new Health Sciences building at Bridgerland Technical College, repurposing the former healthcare-related training spaces in the Main building for other planned purposes is critical to continued space utilization. As mentioned earlier, the college is focused on relocating and repurposing existing facilities, which were purchased for less than \$20 per square foot. This effort aims to achieve critical program adjacencies and group similar programs together, enhancing overall efficiency. Since the programs being moved are currently operating out of old manufacturing facilities, where not a single dime of Capital Development funds has been used for remodeling until now, it makes sense to update and modernize the program space. This will be done in a strategically designed and more permanent space that better serves the needs of the programs and students.

One of the significant operating characteristics of the college is that programs operate in fully self-contained spaces. It is unusual for students to move from room to room throughout the day. For example, Welding Technology students work in the combined welding classroom/lab space for the six hours a day they are enrolled. Programs generally run from 7:00 a.m. to 9:00 p.m., with peak enrollment loads typically between 8:00 a.m. and 3:30 p.m., five days per week and sometimes on Saturday. Utilization analysis based on prototype capacity on an annual basis for the institution as a whole indicates the collective facilities are in use more than the designed prototype capacity.

5.3. A discussion of how the 5-year capital plan will affect the institutional attainment goals.

The Utah System of Higher Education has three attainment goals for all 16 institutions as follows:

Access: Increase the three-year college-going rate of all Utah high school graduates.

Timely Completion: Increase the percentage of students who have a timely graduation.

High Yield Awards: Increase the percentage of all graduates who earn a high-yield award.

The Five-Year Capital Plan at Bridgerland Technical College will support these statutorily assigned attainment goals by strategically remodeling space to improve the student experience and access to every demographic. Both the remodeled spaces and new spaces proposed in this Five-Year Capital Plan will be student-centric in design. These spaces will create an environment that prioritizes student growth and development while showcasing programs and the potential of every student.

5.4. A calculation of deferred facility maintenance needs by campus and a strategic plan for how the institution will use capital improvements and other capital projects to eliminate those needs.

Bridgerland Technical College would prefer not to use the term "deferred facility maintenance" because it implies the college has been neglecting the upkeep of its facilities, which is not the case. The college works diligently every year to secure the necessary Capital Improvement funds to maintain its contingent of 50+-year-old buildings that were purchased for pennies on the dollar. Unfortunately, the needs outpace the available funding.

Accordingly, following the advice of DFCM, the college proposed a Capital Development project that would combine the remodeling/renovation/repurposing needs of the college while simultaneously addressing some of the larger facility needs in these buildings. That approach was clearly rejected by the

former Utah Board of Higher Education, prompting us to rethink our strategy. We will continue using other capital projects with Capital Improvement funding to address overall facility needs. However, we will now also save up our share of "dedicated project funds" to combine with Capital Improvement funds, allowing us to achieve both objectives effectively: repurposing existing facilities while also addressing the most urgent and expensive Capital Improvement needs.

We want to acknowledge and thank the commissioner's office and staff, along with the Utah Board of Higher Education, for developing a formula and methodology to allocate the technical college dedicated project funds to each of the eight colleges.

FY'27 Capital Improvement Project Requests Need Statement

| Agency/Institution | Risk ID# | Building Name | Project Name and Description | FCA or other Project Justification Info. | Classification | Agency Priority | Early Design Yes/No | Requested Amount |
|-------------------------------|----------|---------------------|--|--|----------------|-----------------|---------------------|------------------|
| DFCM STATEWIDE PROGRAMS | 08441 | Brigham City Campus | DFCM PRIORITY LIST Brigham City Regional Complex front entrance and enclosure. | This request aims to create an enclosed interior connection between multiple buildings owned by the Division of Facilities Construction Management (DFCM) and utilized by Bridgerland Technical College, with a strong focus on safety. The primary objectives are to enhance student safety by implementing single-point access and improved lockdown capabilities, address winter safety concerns on the north side by providing interior walkways, and ensure ADA-compliant access within the buildings. Additionally, the remodel will strengthen the infrastructure with necessary seismic updates, improve operational efficiency through a shared reception area, and support community engagement through better building branding. | 1-Life Safety | | Yes | \$3,500,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus Main | Replace existing boilers with four 2 million BTU high-efficiency boilers with associated injection style piping. | The current boilers are aging, and the tubes are starting to sag, creating an issue where the tubes are degrading and causing a potential for a catastrophic failure of the boilers. | 1-Life Safety | 1 | Yes | \$400,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Irrigation water source for landscaping rather than using culinary water. | Change lawn irrigation from culinary water to irrigation water. Install new pumps, frequency drives, expansion tank, and controls to enable the use of the artesian well that has already been drilled. The college recently received approval for a diversion change utilizing secondary water shares so the well can be used for the irrigation system. This change will result in significant cost savings for the college. | 3-Necessary | 2 | Yes | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 10004 | Logan Campus - West | Replace building chiller. | The 120-ton chiller was manufactured in 1996 and is approaching its useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency. | 3-Necessary | 3 | Yes | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Main building north entrance and cafeteria remodel (Phase 1A). | Replace RTU-16 over the Culinary Arts serving and dining area. This air handler was installed more than 20 years ago and had a 10-year life cycle at the time. It is in desperate need of replacement. Replace wall coverings and floor coverings, update and modernize the HVAC control system, the fire alarm system, and other important deferred maintenance. Updating the north entrance will also be built into this improvement project assuming available funding. Completing phase 1A of our Five-Year Capital Facilities Plan will also result in a state-of-the-art serving and dining area to ensure current food safety guidelines and students and staff have a clean and safe gathering environment. The college recognizes some dedicated project and institutional funds will be required to complete the full scope of this project. | 2-Critical | 4 | Yes | \$1,500,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-17 - Auto/Diesel classroom and offices along with RTU-14 Business classroom and offices area (Phase 1B). | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will enhance energy efficiency and improve temperature comfort. As we upgrade the rooftop units and HVAC system on the north and east sides of the existing building, it is also essential to replace floor and wall coverings, as well as modernize the space. Some of this space needs to be repurposed to facilitate the relocation of the main entrance to from the east to the north side of the building (connecting it to the Health Sciences building) and to get Student Services functions set up in a more efficient layout. The concept of like functions by like functions. | 2-critical | 5 | Yes | \$1,600,520 |

| | | | | | | | | |
|-------------------------------|--------|---------------------|---|--|----------------|-----|-----------|-----------|
| BRIDGERLAND TECHNICAL COLLEGE | 101975 | Logan Campus - B&I | Add Zoned HVAC control for the Rooms I-170 and I-189 (Glass Room) on RTU-22 so the rooms can be controlled separately | Rooms 170 and 180 are on the same rooftop unit, and the thermostat is in Room 170. Because of this, if Room 180 is occupied, the main heat load shifts to that room and the temperature rises to an uncomfortable level. To correct this, we need to reduct, zone control, and rebalance the air flow so the rooms can operate independently of each other. Another way to address the issue is to install an additional rooftop unit, allowing each classroom to have its own system. | 6 | Yes | \$100,000 | |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Repair and repaint the entire back side of the Main Building, including repainting the drip-edge trim. | The siding and doors on the back side of the building and the entire red drip trim is looking very faded and in need of refinishing. Additionally, the area doors need to be painted with a lighter color to prevent the expansion and contraction of the doors not allowing them to close and seal properly. Roll up doors need to have identifying markings for wayfinding. | 4-Programmatic | 6 | Yes | \$175,000 |

\$7,775,520 Total Prioritized

Future Needs of the College - Unprioritized

| | | | | | | | |
|-------------------------------|-------|---------------------|---|---|---------------|--|-------------|
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | South east parking lot. | Due to increased enrollment and parking demand at the college, designing and constructing a new parking lot on the south east corner of the main building property that is essentially a mirror image of the north east parking lot is rapidly becoming a necessity. Almost every day, people who arrive after 8:00 in the morning find there are no available parking stalls and they end up circling the parking lot until someone else leaves. This issue is causing limitations on enrollment and recruiting of new students along with providing parking for existing faculty, staff, and students. | 2-Critical | | \$800,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Campus beautification and water conservative landscaping. | Replace the current irrigation system and landscaping. The system that is being used currently is not very efficient and over waters in some places and starves other areas at the same time. There is a lot of wasted water. Replace the existing system with new watering technology using drip and other more efficient methods that conserve rather than waste water. Replace some of the turf grass landscaping with areas on xeriscape and other water-efficient plantings. In addition, the existing irrigation system is connected to culinary water. The college owns a sufficient amount of water shares for its external landscaping needs, but a complete overhaul of the irrigation system is critical to making use of the secondary water. | 3-Necessary | | \$752,883 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Building safety and security access management, lockdowns, and door hardware standardization (Phase 1). | Building access controls for the Logan Campus - Main and West buildings is outdated, and the hardware is deteriorating. Given that the Health Sciences building has already implemented new technology with updated hardware and software for monitoring and controlling access, it is necessary to update the other buildings and integrate them into the same software platform. Currently, three to four different platforms are being used to manage security, which not only increases the potential for errors, but also makes it complicated for staff to learn and stay current on the systems. Consolidating these will enable more efficient and accurate management of user rights, cameras, and lockdowns through a single portal. | 1-Life Safety | | \$240,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 10004 | Logan Campus - West | Floor replacement in circulation areas that have VCT Tile. | Replace the flooring in the hallways that currently have VCT with durable flooring. This aesthetic update will reflect the college's goal of providing education that is current and high-tech. Life Safety Update: The flooring in the main hallway has been in place since the building was built. Some of the flooring has worn and joints have separated to the point that it needs to be replaced. | 2-Critical | | \$59,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace the single-ply roof on the north end of the building. | Remove the existing single-ply roofing material and install a new roofing system with the same warranty period as the south roof. | 2-Critical | | \$2,000,000 |

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| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Upgrade building HVAC DDC System from INET to EcoStruxure Building Operation platform. | BTECH's Logan Campus - Main's Heating Ventilation and Air Conditioning (HVAC) control system has moved to the EcoStruxure Building Operation platform as modifications and upgrades are made. Most of the building, including the boilers, is currently on an outdated INET system. By upgrading the controls to the current EcoStruxure Building Operation platform program, the college will better control and monitor its building HVAC System. | 3-Necessary | | \$542,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Fire Safety - Emergency fire sprinkler pipe and heads repair and update. | Fire Safety - Sprinkler heads and piping should be inspected and changed as required. Sprinkler heads have never been updated or changed in over 30 years. Piping is starting to fail and needs updating and replacing. | 3-Necessary | | \$1,000,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 10004 | Logan Campus - West | Fire Safety - Emergency fire sprinkler pipe and heads repair and update. | Fire Safety - Sprinkler heads and piping should be inspected and changed as required. Sprinkler heads have never been updated or changed in over 30 years. Piping is starting to fail and needs updating and replacing. | 3-Necessary | | \$500,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace sealant at expansion joints between tilt-up sections. | The exterior wall construction's expansion joint sealant between the tilt-up sections is in poor condition and needs to be replaced. | 3-Necessary | | \$20,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 08441 | Brigham City Campus | Brigham City Campus renovation. | Brigham City Campus renovation to repurpose the vacated area to be used productively for programmatic instruction. | 4-Programmatic | Yes | \$1,920,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace fluorescent lighting with LED. | The existing fluorescent lighting is approaching the end of its useful life. Replacement with higher efficiency LED fixtures or retrofits will increase the electrical efficiency and provide better lighting to areas. | 3-Necessary | | \$1,250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 10004 | Logan Campus - West | Stucco repair and refinish. | The exterior of the Logan Campus – West building needs repairs and restoration. The building age, water damage, and birds have created several holes and made nests inside those holes. The college has made an effort to put up bird deterrent devices, but it is only somewhat effective. | 3-Necessary | | \$800,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Glazed skylights (reseal, replace with obscure glass, or remove). | The windows' glazed skylight systems and sealant are in poor to fair condition. Through exposure to moisture, heat, and ultraviolet radiation, the sealant has lost its movement capabilities due to the loss of plasticizers. A sealant such as this has a typical EUL of 15 years; therefore, it will need replacement with a suitable polyurethane sealant in the near term to maintain water integrity and prevent water penetration. There have been multiple issues with these skylights, so replacement or removal will improve the energy efficiency, functionality, and appearance. | 2-Critical | | \$1,000,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Walkway lighting along 1400 North between the Main and B&I buildings. | The lighting is insufficient to safely or efficiently use the sidewalk. This is a life-safety concern because there isn't enough light for constituents to safely navigate between the Logan Campus buildings. | 1-Life Safety | | \$50,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 10004 | Logan Campus - West | Logan Campus - West HVAC system upgrade Phase IV. | Replace air handlers, exhaust fans, ductwork, VAVs, VFDs, DDCs, heat exchangers, pumps, piping, and electrical connections, and demolition of the existing system. Rooms 1919, 1912, 1906, 1908, 1918, 1806, and 1835 need automated controls added with system upgrades to regulate classroom and lab air temperatures. The FCA estimated the total HVAC system retrofit/replacement cost at just over \$3.5 million. BTECH is requesting funding for Phase IV of the multi-year phased project. At \$550,000 per year, the project will take approximately seven years to complete. | 3-Necessary | | \$650,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Fire safety - emergency fire alarm system. | Replace the current building fire and smoke monitoring system with an updated non-proprietary, addressable system with a voice feature to allow for announcements of the type of alarm and intercom features. | 3-Necessary | | \$1,500,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace plumbing fixtures, faucets, and flush valves along with restroom partitions. | Replace the current plumbing fixtures and faucets that have reached EUL with new water conserving fixtures and hardware. | 3-Necessary | | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace windows on the east side of the building (Student Services area and AVP area). | Replace the current aluminum window units with a more efficient window system. Doing this will eliminate large temperature swings and create a more comfortable work area. | 2-Critical | | \$200,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace the doors and openers rollup doors in the auto, diesel, auto collision, maintenance and carpenter shops (15 each). | Life Safety Issue - 15 doors need to be updated and repaired. Openers and doors are over 30 years old and do not have any of the current required safety systems installed. New insulated garage doors with new openers will increase safety and efficiency. | 1-Life Safety | | \$150,000 |

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| BRIDGERLAND TECHNICAL COLLEGE | 10004 | Logan Campus - West | Replace batten seam metal panels. | The metal panel roof covering appears to be in poor to fair condition, as the finish is starting to peel, and some rust is noted. Therefore, based on current condition and typical EUL of 30 years, replacement or refinishing is needed. | 3-Necessary | \$375,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 10004 | Logan Campus - West | Replace flooring in the north and center hallways. | The flooring in the hallways on the north and center is wearing and is past its EUL. Recover the current vinyl tiles with carpet tile. | 3-Necessary | \$750,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 10004 | Logan Campus - West | Replace fluorescent lighting with LED. | The existing fluorescent lighting is approaching the end of its useful life. Replacement with higher efficiency LED fixtures or retrofits will increase the electrical efficiency and provide better lighting to areas. | 3-Necessary | \$125,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Interior floor and wall covering improvements, including exterior stucco and paint repairs. | The floor coverings are over 30 years old and urgently need replacement. The exterior stucco and metal needs to be inspected and repaired or painted. | 3-Necessary | \$300,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 10004 | Logan Campus - West | Interior floor and wall covering improvements, including exterior stucco and paint repairs. | The floor coverings are over 30 years old and urgently need replacement. The exterior stucco and metal needs to be inspected and repaired or painted. | 3-Necessary | \$450,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Solar energy system installation with roof replacement (these projects need to be done together and in sequential order). | BTECH's roof is nearing the end of its estimated useful life and desperately needs an update and replacement. In addition, the nearly five acres of flat roof would make an excellent location for solar panels. These two projects are both worthy goals but need to be completed together. They impact each other and need to be coordinated. | 3-Necessary | \$2,500,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-1 - South West Wing. | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-2 - South West Wing. | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-3 - SW Wing | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-4 - Fashion. | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-6 - Machine Shop Office Area. | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-7 - Building Trades Area. | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-9 - Admin Support Office and classroom area (Vacated Custom Fit Area). | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-10 - Machine Shop. | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |

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|-------------------------------|-------|---------------------------------|--|--|----------------|-------------|
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-13 - Student Services. | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace RTU-15 - Culinary Arts/Bookstore. | The HVAC units were installed in 1999 and are approaching their useful life expectancy. The refrigerant is no longer manufactured and is very expensive to acquire for use in repairs. Replacing this unit will increase energy efficiency and make the temperature more comfortable. | 3-Necessary | \$250,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Replace Post Indicator Valves on the main water line to Fire Protection. | The Post Indicator Valves (PIV) serving the building fire risers were installed during the construction of the building in the 1960s. These valves need to be replaced, and new Post Indicators need to be installed to ensure the water to the building can be isolated as needed to service the systems. | 3-Necessary | \$100,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Central Chiller for the building HVAC systems. | Install a central chiller, associated piping, and cooling coils to cool the main building. The current air conditioning systems are aging, and the type of Refrigerant R-22 is costly and getting very hard to find. Installing a chiller and piping cooling water throughout the building and HVAC units and removing the DX cooling would extend the life of the existing air handlers for many years. | 4-Programmatic | \$1,000,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus - Main | Automotive exhaust removal system. | Install an overhead exhaust removal system that will replace the dilapidated system that is under the floor currently. | 4-Programmatic | \$150,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 07471 | Logan Campus Main | Pipe irrigation ditch on west property. | Pipe 600 feet of the irrigation ditch runs on an angle through our west property. | 4-Programmatic | \$25,000 |
| BRIDGERLAND TECHNICAL COLLEGE | 13401 | Logan Campus - Project Building | Replace roof on the project building. | The roof on the project building needs to be replaced. The shingles keep blowing off. | 3-Necessary | \$80,000 |

\$7,775,520 Total Prioritized

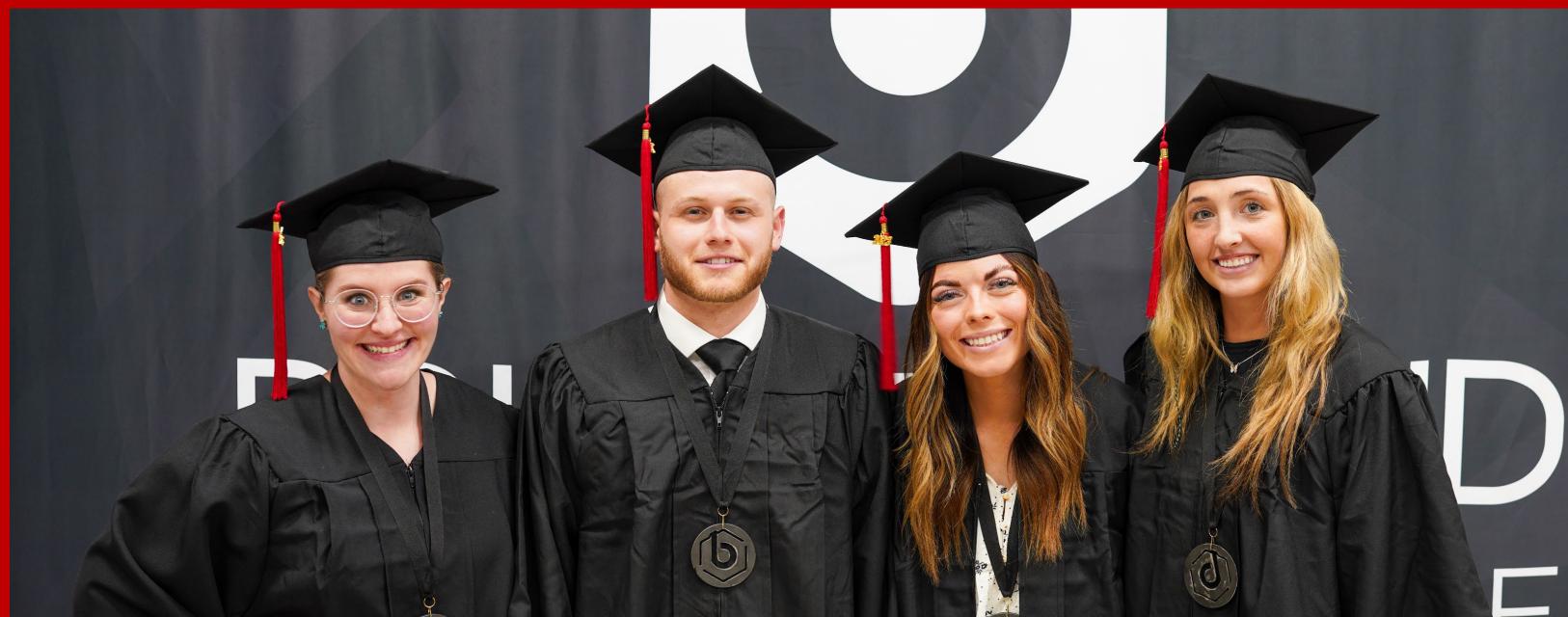
\$29,814,403 Total Unprioritized

\$37,589,923 Grand Total

STUDENT ENROLLMENT & OUTCOMES

ENROLLMENT SUMMARY FY 24-25 QUARTER 4

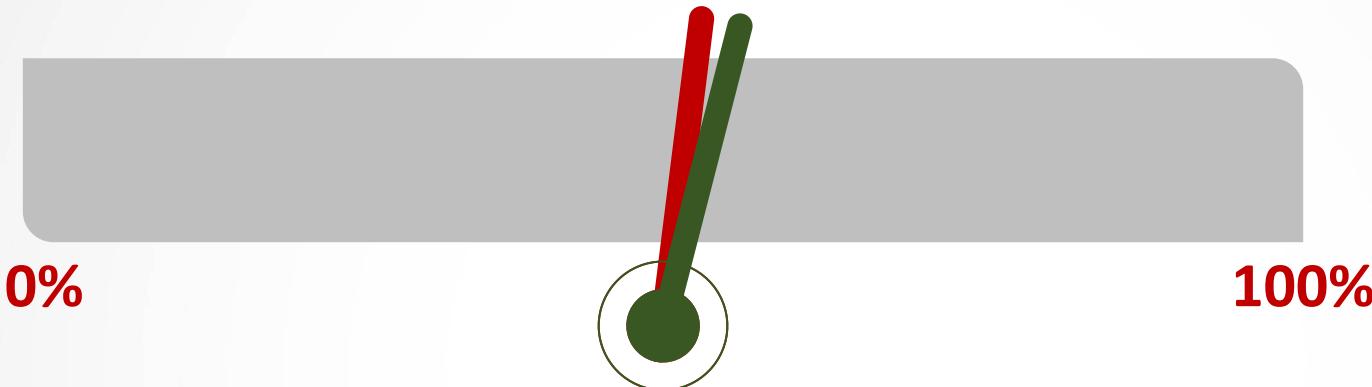
| Enrollment Objective | FTE | | | Distinct Headcount | | | Certificates Awarded | | | Graduates | | |
|----------------------------|----------------|----------------|---------------|--------------------|--------------|--------------|----------------------|-------------|---------------|-------------|-------------|---------------|
| | 2024 | 2025 | FTE% | 2024 | 2025 | HC % | 2024 | 2025 | CR % | 2024 | 2025 | GR% |
| Certificate Seeking | 885.63 | 914.08 | 3.21% | 2,421 | 2,640 | 9.05% | 1220 | 1362 | 11.64% | 1190 | 1310 | 10.08% |
| High School | 462.21 | 492.79 | 6.62% | 2,058 | 2,149 | 4.42% | 202 | 245 | 21.29% | 202 | 245 | 21.29% |
| Continuing Education | 77.92 | 78.76 | 1.08% | 1,922 | 2,005 | 4.32% | | | 0 | | | 0 |
| Academic Learning | 8.58 | 11.38 | 32.63% | 203 | 252 | 24.14% | | | 0 | | | 0 |
| USHE Reported Total | 1301.00 | 1434.33 | 10.25% | 6,228 | 6,316 | 1.41% | 1422 | 1607 | 13.01% | 1392 | 1555 | 11.71% |
| Community Education | 2.17 | 2.55 | 17.51% | 351 | 428 | 21.94% | | | | | | |
| Overall Grand Total | 1303.17 | 1436.88 | 10.26% | 6,231 | 6,687 | 7.32% | 1422 | 1607 | 13.01% | 1392 | 1555 | 11.71% |



PERFORMANCE FUNDING METRICS

FY 24-25 *Timely Completion*

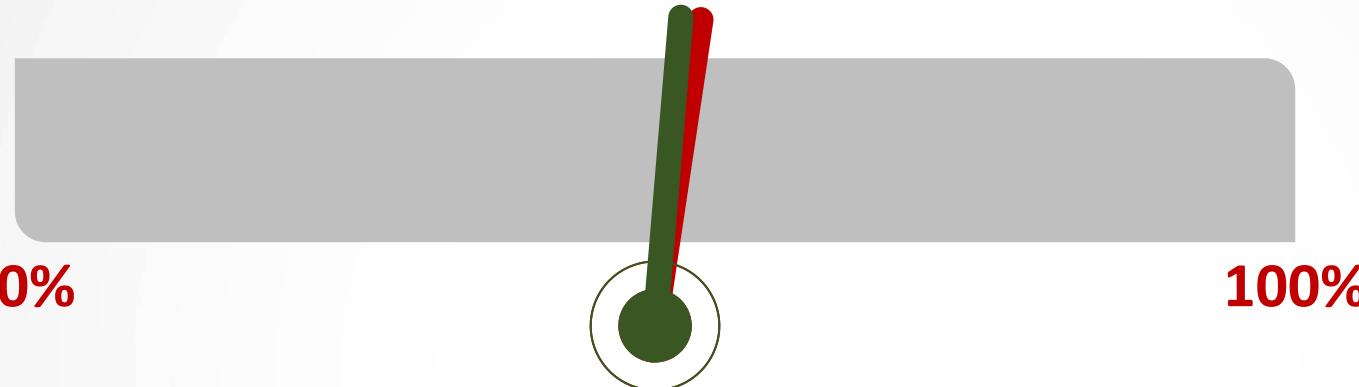
Actual 62% - Exceeded Goal!



PERFORMANCE FUNDING METRICS

FY 24-25 High-Yield Awards

Actual 53.2% - Just Below Goal



What is high-yield?
The percentage of students who graduate with certificates for high-wage, high-demand jobs



PERFORMANCE FUNDING METRICS

FY 24-25 High-Yield Awards



 **Business / Computers**

Business *

Information Technology *

Real Estate *

Software Development *

 **BRIDGERLAND
TECHNICAL COLLEGE**

High-Wage High-Demand

Explore Career-Driven Programs
Scan the QR code to explore all of our programs and discover the right path for your future. Keep an eye out for the asterisk (*) – it highlights BTECH's high-wage, high-demand careers that offer strong growth potential and excellent earning opportunities!



Skills That Pay Off – Literally
At Bridgerland Technical College, we work directly with employers to design programs that match today's job market – so you graduate job-ready and in demand.

| | |
|--|---|
|  Job Placement 84% |  Licensure 96% |
|  200+ Occupational Advisory Members | |

HIGH-WAGE HIGH-DEMAND PROGRAMS:

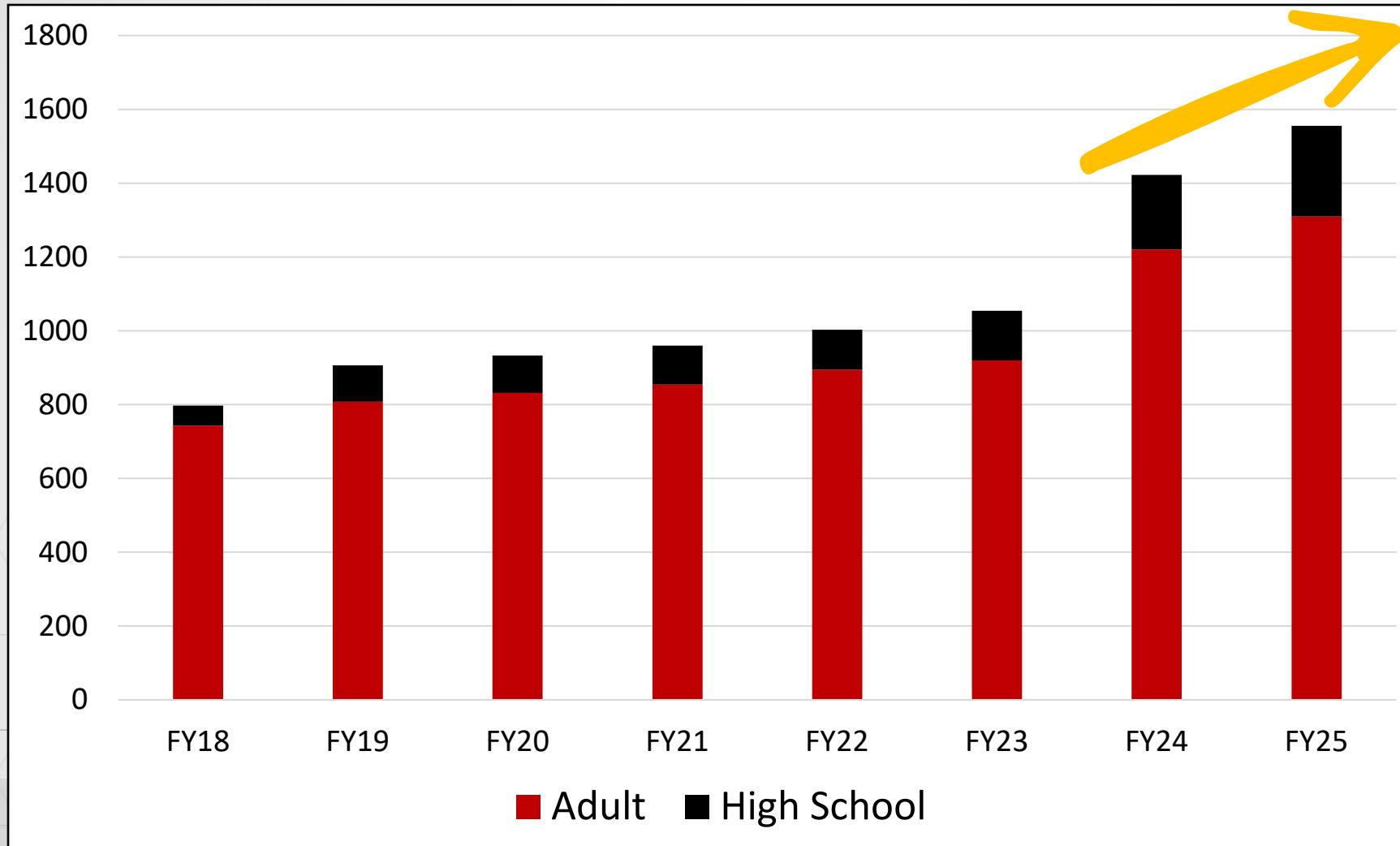
| | | |
|--|---|---|
| <ul style="list-style-type: none">Automation TechnologyAutomotive ServiceAutomotive Service IIBasic Corrections OfficerBusinessCommercial Driver's License Class AConstruction TechnologyControl Systems and Robotics | <ul style="list-style-type: none">Culinary ArtsDiesel TechnologyDigital DesignDrafting and DesignElectrical ApprenticeshipElectronics TechnologyFashion Merchandising and DevelopmentHeavy Equipment OperatorInformation Technology | <ul style="list-style-type: none">Law Enforcement OfficerMachining TechnologyPharmacy TechnicianPlumbing ApprenticeshipPractical NursingReal EstateSoftware DevelopmentSpecial Function OfficerWelding Technology |
|--|---|---|

Information on high-wage, high-demand careers from USHE.edu and DWS.org

* The asterisk highlights BTECH's high-wage, high-demand careers, as defined by USHE.edu and DWS.org.



GROWTH IN GRADUATES – ALL PROGRAMS



Adult: 7% Growth
High School: 21% Growth



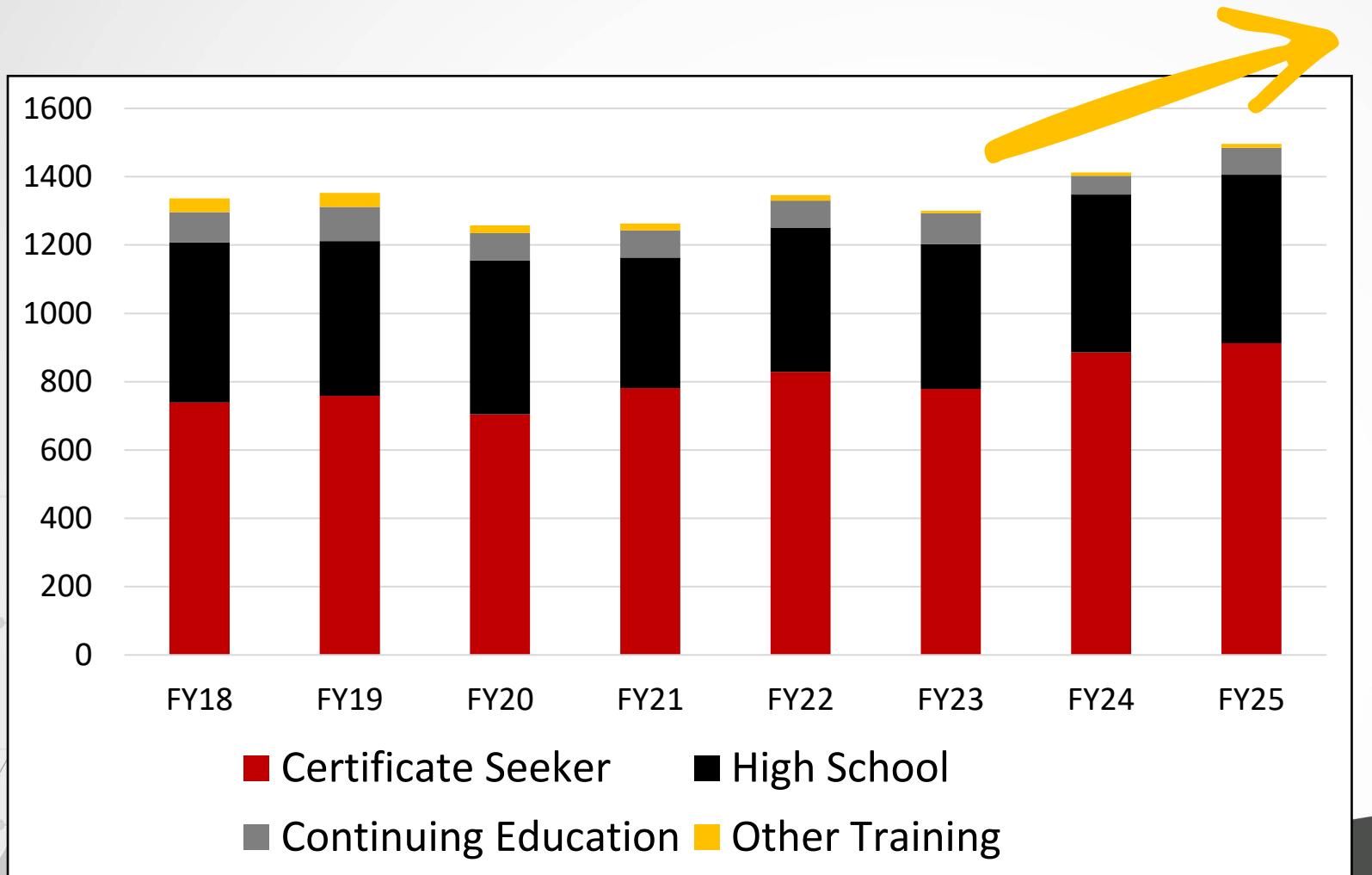
GROWTH IN GRADUATES – ALL PROGRAMS

HIGH GROWTH PERFORMERS: 30%+ GROWTH

| Program Name | FY23-24 | FY24-25 | Increase |
|-------------------------------------|---------|---------|----------|
| Commercial Driver's License Class A | 122 | 158 | 30% |
| Cosmetology | 36 | 48 | 33% |
| Electrical Apprenticeship | 30 | 51 | 70% |
| Interior Design | 9 | 12 | 33% |
| Medical Assistant | 24 | 41 | 71% |
| Pharmacy Technician | 11 | 16 | 45% |
| Police Academy | 13 | 17 | 31% |
| Practical Nursing | 54 | 89 | 65% |



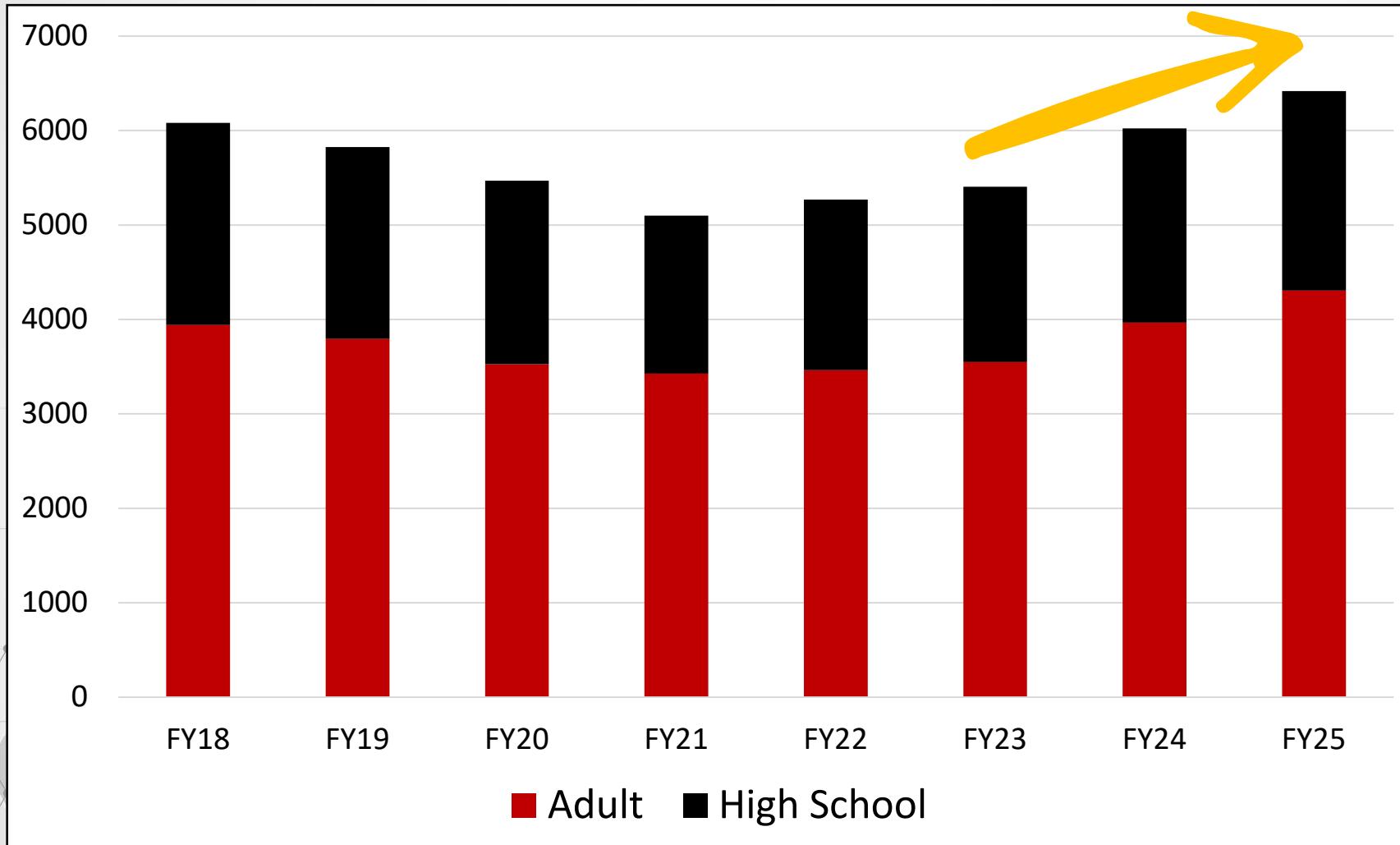
GROWTH IN FULL-TIME EQUIVALENT (FTE)



5.94% Total
Growth in FTE



GROWTH IN HEADCOUNT



6.54% Total Growth in Headcount



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

New Development Officer Hits the Ground Running

Following the retirement of Frank Stewart, the college reorganized the Development department to align more closely with grants, placing it under the leadership of Mason Lefler, associate vice president for educational innovation. The college was pleased to welcome Kevin Rice, the new chief development officer, to the team. He brings extensive experience in higher education fundraising. In the first few months, the new Development department made an immediate impact, as demonstrated by the following achievements in fundraising, capital project planning, and donor engagement efforts:

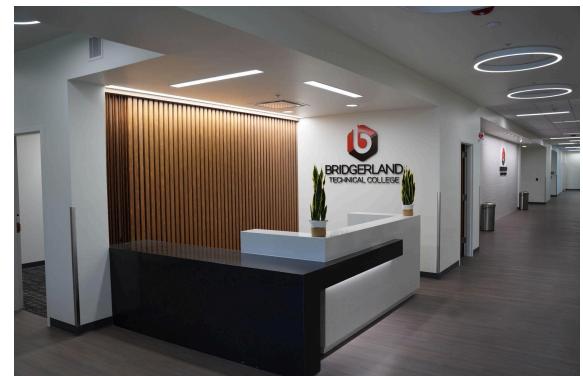
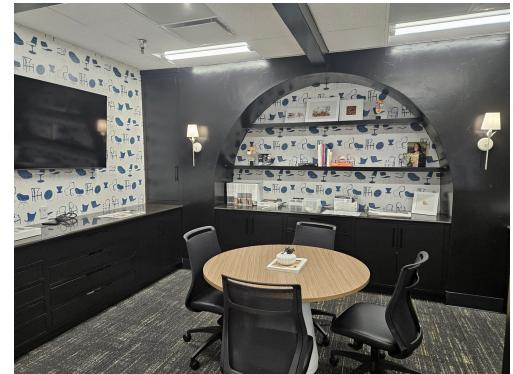


- Collaborated with Administration to prioritize numerous new capital projects and space redesigns, defining project scopes and developing renderings to support future funding requests.
- Continued outreach to potential donors to align philanthropic support with college priorities.
- Secured \$364,000 in one-time and \$135,000 in ongoing long-term funding for the Machining department.
- Targeted high school to certificate-seeking retention and built stronger connections with K-12:
 - Obtained \$10,000 in one-time funding for student scholarships from the Rocky Mountain Power Foundation.
 - Obtained \$10,000 in one-time funding for student scholarships from the Marriner S. Eccles Foundation.
 - Piloted a new high school scholarship, resulting in a significant increase in awards and recipients. To celebrate the student awardees, the first award ceremony was held.
- Acquired new CRM software to strengthen Development department operations and donor relationship management.
- Launched a new giving webpage: btech.edu/give-2 to make contributions more accessible.



Updating & Modernizing Facilities

- Interior Design Remodel Completed
 - With the Nursing Assistant program's relocation to the Health Sciences building, the former space was thoughtfully repurposed for Interior Design. Department head, Brooklynn Hooley, played a key role in creating an ideal layout, ensuring the space met both instructional and creative needs. Adding a unique, personal touch, Eva Perkins, instructor, custom-designed the wallpaper, making the space truly one-of-a-kind. The college's Maintenance department managed the project in-house, providing a highly cost-effective solution. The renovation is now complete, and both instructors and students are enjoying their upgraded, purpose-built environment.
- Lower Cafeteria Flooring Replacement
 - The remaining section of the old 'lego' flooring has been removed and replaced with polished concrete, eliminating an eyesore and tripping hazard.
- New seating near the Welding department features side tables and built-in charging stations, giving students a convenient spot to study, relax, or make a quick call. This is the first phase, with more furniture coming soon to other areas of campus.
- Fiber has been extended to the Business & Innovation building, improving connectivity and network speed.
- Business & Innovation Hub Building Phase I Remodel Completed
 - The east side remodel of the Business & Innovation building is complete. The Custom Fit department has relocated from the Main building into this facility, which now serves both Custom Fit and Bridgerland Entrepreneurship Center clients, providing space and resources for business incubation, growth, and training. A ribbon-cutting event is being planned for the future.



OBJECTIVE 2: PROFESSIONAL PRACTICES

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

Business Department Head Honored at UACTE Conference

Kristen Bogue was honored as the Post-Secondary Teacher of the Year at the Utah Association for Career and Technical Education (UACTE) annual conference. UACTE is the professional association that supports and promotes career and technical education across the state, recognizing excellence in teaching, leadership, and service. The college congratulated and recognized Kristen at a recent Professional Development conference.



BTECH Creates Bill Tracker Used for Northern Utah Chambers

The Northern Utah Chamber Coalition (NUCC) was seeking a bill tracking system to communicate priority items to state legislators. As leaders of the Cache Valley Chamber of Commerce Legislative Affairs, BTECH Administration created a bill tracker solution, which was presented and adopted for use in the 2025 legislative session, providing a centralized resource for northern Utah's business and community interests. BTECH's vice-chair of the Board of Trustees, Karina Brown, serves as the chair of Legislative Affairs and helped implement the bill tracker by prioritizing the needs of Cache Valley.

New Safety Webpage and Response Guides

The college has launched a new safety webpage, replacing the printed Health & Safety Emergency Response booklets with a digital format. This change ensures more accurate information with faster updates, adds resources such as links and videos, and provides a more cost-effective way to share information. To complement the webpage, a simplified Safety Response Guide, aligned with the Safety Response Protocols used in K-12 schools, has been created for quick access to emergency procedures and contact information. These guides have a QR code to the safety webpage and are posted in prominent locations throughout college buildings. The safety updates, along with related training, were presented to faculty and staff at BTECH's spring Professional Development meeting.

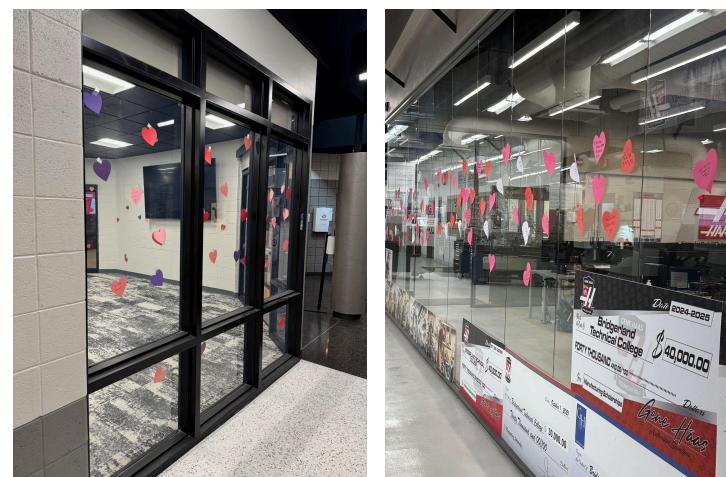


For more information and advanced preparedness training, visit btech.edu/safety

Approved by the Board of Trustees
Effective 3/25/2025

Wellness Committee – Spreading Kindness

As part of the Wellness Committee's Valentine's Week initiative, each department was assigned another department to decorate their door with messages of kindness and appreciation. Along with the decorations, a small treat was left to share. While a simple gesture, the effort filled



the halls with positivity and had a meaningful impact on everyone involved, strengthening connections and creating a more supportive environment.

Accreditation Documentation Review Improvements

- Third-party accreditation documentation will now be collected on an annual basis at the collegiate level, rather than solely at the individual program level.
- For readiness and continuous improvement, documentation for each COE standard will be collected and reviewed annually, rather than on a six-year cycle aligned with site visits.

College Professional Development

- March 2025
 - Safety training and rollout of new Safety Response Guides.
 - Training on the workorder system Mapcon.
 - Keynote Speaker: Dr. Gordon Geddes. He spoke on finding happiness in your work.
 - Instructional teams: Canvas and accessibility compliance training and work time.
 - Non-instructional teams: training on Docuwiki and how to record internal control procedures.
 - “Oscar” awards were given for high achievement.
- May 2025
 - Strategic planning and survey results were reviewed.
 - Safety updates were given.
 - Continued work on Canvas and accessibility compliance.

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

Instructional Systems Design: New Objectives

- Uphold Accreditation Standards and Institutional Compliance
 - Meeting accreditation standards is vital to our institution's credibility and continued excellence, but gathering the necessary evidence for programmatic documentation, especially from Canvas assessments, can be incredibly time-consuming. To address this challenge, Instructional Systems Design (ISD) has developed a powerful new tool that automates the retrieval of the evidence, streamlining the process and significantly reducing manual effort. This innovation marks a significant step forward in upholding compliance while saving time for faculty to complete this job.
- Advance Professional Development and Training
 - In alignment with the college's commitment to inclusivity and in response to the Department of Justice's ADA ruling on digital content accessibility, the ISD team has led a comprehensive and impactful effort to bring the institution into compliance. Through a combination of wide-reaching professional development sessions, targeted trainings, offering weekly office hours, and individualized support, ISD has empowered faculty and staff to make meaningful improvements in course accessibility. These efforts have already resulted in a remarkable increase in the college's overall Canvas accessibility score – from 56.9% to 82.4%. Beyond training, ISD also developed key

resources such as accessibility checklists and automated tools to streamline compliance, reinforcing the college's mission to create an inclusive digital learning environment for all.

- Leverage Data to Support Positive Outcomes and Timely Completion
 - The college transitioned to a defined-exit format. ISD created dashboards in Canvas to assist instructors in identifying students nearing their end date, students who need additional support, and courses that are in need of curriculum redesigns.
 - In support of the college's commitment to improving student outcomes and ensuring on-time program completion, a defined exit format was implemented to provide greater structure and transparency around student progression. To enhance this transition, the ISD team developed dynamic dashboards within Canvas that equip instructors with real-time, actionable data. These dashboards help faculty easily identify students approaching their end dates, flag individuals who may require additional academic support, and highlight courses that may benefit from curriculum redesign or instructional improvements.

Boosting High-Wage, High-Demand Program Enrollment

To support increased enrollment in high-yield programs and align with this state-wide initiative and funding metric, the college has implemented targeted strategies expected to yield results over the coming year.

- Scholarship awards for graduating seniors have significantly increased.
- Marketing now provides a visible list of these programs for use during advising appointments. Students unsure of their career path can review these options as they explore what direction to take.
- High-yield programs are marked with an asterisk on the website to improve visibility.
- Additionally, the college is actively exploring solutions to address capacity challenges in waitlisted programs.



Automation Technology Success Story and Industry Tour

The student pictured is Martin Brown. He recently completed the new Panel Build course for Automation Technology. Designed by Stephen Allred, the course included collaboration with Black Box Engineering, where Taylor Willie donated time to create official schematics for the project. The fully functional panel involved HMI, PLC, power supply, VFD, and sensors, and students like Martin handled the hands-on work of cutting, wiring, and labeling. During the last Occupational Advisory Committee meeting, a committee member suggested making the course required rather than an elective, as they saw it as an essential skill for plant floor maintenance. The



department is now working on making the course a mandatory capstone project for over 50 students annually, showcasing successful collaboration between Black Box, the advisory committee, and the college.

As part of the Automation program's commitment to workforce alignment and supporting strategic goals outlined in the college's Strategic Plan, 130 adult and high school students had the opportunity to tour leading industry sites. Students visited Autoliv, Lakeshore Learning (a completely automated facility), and Post Consumer Brands, gaining firsthand insight into the cutting-edge technologies driving the automation industry. These tours not only provided valuable exposure to real-world applications of automation but also helped students understand the skills required for success in the field, improving their chances for job placement. By connecting students directly with industry leaders, this tour plays a crucial role in bridging the gap between classroom learning and workforce needs, enhancing both the students' education and their employability.



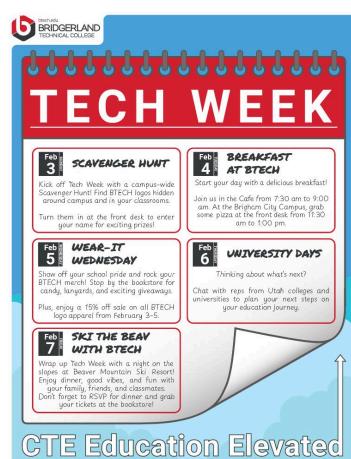
Collision Repair Technology Robot Makeover

In a great example of cross-department collaboration, the Collision Repair Technology program partnered with the Automated Technology program to repaint and restore industrial training robots. As part of this project, Collision Repair students used their refinishing skills to give the robots a professional, like-new appearance, improving both their aesthetic and functional value. This hands-on project provided real-world experience for the students. The partnership highlights how Bridgerland Technical College leverages the strengths of its diverse programs to enrich student learning and maximize resources across departments. The robots were displayed at the Automation Days Career Fair and then donated to local high schools.



TECH Week At The College

Tech Week at Bridgerland Technical College is a fun and engaging week for students and faculty. Throughout the week, students and faculty participate in a variety of events designed to highlight the college's diverse programs and build community engagement within the college. The week kicked off with a campus-wide scavenger hunt that gets students exploring the different departments and programs. "Breakfast at BTECH" fuels the students and staff with a morning meal while offering a chance to connect with staff and peers from other departments. On "Wear-it Wednesday," students show their school pride by wearing BTECH merch, creating a strong sense of unity and enthusiasm - not only during Tech Week, but throughout the year. "University Days" opens

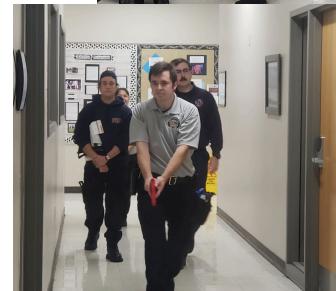
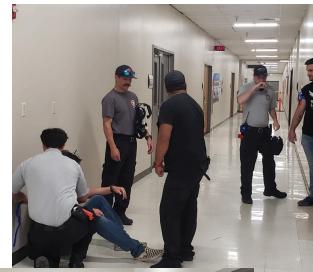


the door to further educational opportunities, with university representatives visiting campus to discuss transfer options for higher education and next steps. The week wrapped up with "Ski the Beav with BTECH," a fun-filled day on the slopes at Beaver Mountain, giving students a chance to unwind and celebrate their hard work. Together, these events make Tech Week an exciting blend of learning, networking, and school spirit.

Mock Mass-Casualty Event At the West Campus

On May 17, 2025, students from the Police Academy, Emergency Medical Technician, Paramedic, and Fire programs at Bridgerland Technical College participated in a large-scale mass-casualty training event designed to simulate a real-life emergency. The hands-on exercise provided an invaluable opportunity for students to apply their skills in a high-pressure, collaborative environment.

Supported by the program instructors, off-duty police officers, and local firefighters, the event emphasized teamwork, communication, and quick decision-making, key components in emergency response. The coordinated effort between programs and professionals ensured the simulation was both realistic and impactful, giving students critical experience that will serve them in their future careers.



Student Services Streamlining Key Processes

This year, Student Services at Bridgerland Technical College focused on streamlining key processes to improve efficiency and better serve students.

- One significant improvement was offering digital tax forms, providing students with quicker, more convenient access while reducing reliance on physical mail.
- Graduation ceremonies were also updated and relocated to Logan High School, creating a more student- and family-friendly atmosphere. The new format was well-received, with Administration receiving numerous compliments on how meaningful and memorable the event felt.
- Additionally, the team overhauled the certificate distribution process, previously a time-consuming, manual task, by implementing an automatic process that populates fields automatically, significantly reducing processing time and increasing overall accuracy. These changes reflect Student Services' commitment to continuous improvement and putting students first.

OBJECTIVE 4: PARTNERSHIPS & PATHWAYS

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

Truck Smart at Green Canyon High School

Commercial Driver's License Class A instructors rolled up with one of BTECH's impressive semi-trucks for a hands-on experience. Students got the chance to hop inside, check out the view from the driver's seat, and learn crucial tips for staying safe around big rigs on the road. Teaching teens how to "Truck Smart" today helps make our roads safer tomorrow.

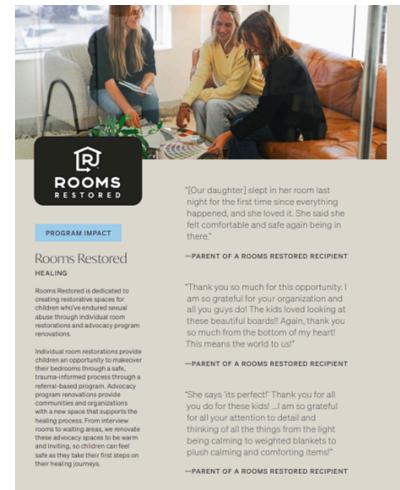
By connecting with high school students through this event, BTECH strengthened relationships with regional educators while



also sparking interest in commercial driving as a viable career pathway. Partnerships like this help students see career-aligned education options early.

Interior Design Internship with Malouf

Malouf launched a new internship program with the college's Interior Design program. Interns/students work directly with Rooms Restored to create spaces that promote healing for individuals who have endured sexual abuse. As quoted from the Rooms Restored post: *"Rooms Restored is dedicated to creating restorative spaces for children who've endured sexual abuse through individual room restorations and advocacy program renovations."* By applying these values, students ensure these spaces are aesthetically pleasing and emotionally supportive for the children. The children also have the opportunity to makeover their bedrooms through a safe, trauma-informed process.



Fashion Merchandising and Development - Window Display

The Fashion Department had its first sponsored window unveiling. Levens sponsored student Carly Lancaster to design a window display using their merchandise. The newly remodeled window display is a great visual for everyone walking past the classroom. This dynamic setup allows students to express their creativity and sense of style while applying key design principles in a real-world setting. By rotating themes and showcasing current trends, the display gives learners an opportunity to build confidence and develop the practical skills needed for careers in Fashion Merchandising and Development.



OBJECTIVE 5: AWARENESS

IMPROVE PERCEPTION AND AWARENESS IN THE VALUE OF TECHNICAL EDUCATION

Semis Roll Out in Style

Brand new semi-trailer wraps are hitting the road and turning heads. Designed to represent the power of hands-on learning, each trailer is a moving billboard for the future of technical education. Keep an eye out... the road just got a whole lot cooler.



Events & Awareness Campaigns

As the biggest event of the year, Career Days not only showcases BTECH's programs and hands-on learning opportunities but also draws thousands of visitors to campus, building community connections and increasing awareness of the value of technical education. Students, parents, and educators alike leave with a clearer understanding of the pathways and careers BTECH makes possible.

It doesn't stop there – a significant number of other events and activities throughout the year continue to build visibility and reinforce the college's role in workforce development.

The following are just a few highlights:

- **Automate Utah Career Fair**

BTECH hosted the annual Automate Utah Career Fair, welcoming over 350 adult and high school students to connect with 40+ regional employers in automation, welding, and machining. For the first time, the event partnered with the Cache Valley Chamber of Commerce to add a morning manufacturing conference, featuring keynote speakers and a panel discussion with local industry leaders. The conference encouraged collaboration among manufacturers, while the career fair linked students with potential career paths in high-demand manufacturing fields. This combined event strengthened ties between education, industry, and students while supporting workforce readiness in northern Utah. [In The News! Link to Herald Journal article: Education, Industry, and students: Automate Utah Career Fair Combines with Manufacturing Conference.](#)



- **39th Annual Welding Skills Contest & FFA Competition**

On April 17, 2025, the Welding program hosted the 39th Annual Bridgerland Technical College Skills Contest, drawing 66 entries from 17 high schools. The event highlighted the high level of technical skill and craftsmanship being developed within the program and was held in conjunction with Automation Days. With generous support from sponsors, approximately **\$8,500** in welding-related prizes were awarded, making the event a tremendous success and an inspiring experience for all participants. Beyond the competition, the contest served as a valuable opportunity for students to gain industry exposure, build confidence, and connect with potential employers.



Just days later, on April 22, the program took part in an FFA competition where the top 10 teams collaborated to design and build a tensegrity table. BTECH recognized the highest-scoring teams with prizes, further encouraging excellence, teamwork, and creativity in the next generation of welders.

- **Summer Camps - Sparking Curiosity and Hands-On Learning**

Even when many students are ready to head outdoors for summer fun, others take advantage of opportunities to learn and explore. BTECH kept its campus buzzing with activity through a series of engaging camps for middle and high school students. From creative projects to cutting-edge technology, each camp provided a fun, hands-on experience that introduced participants to the value of technical education and inspired future careers.

- IT STEM Summer Camp - students spent a week building, coding, and diving into the exciting worlds of cybersecurity, hardware, and programming.
- Culinary Arts Kids Camp - students had an all-American diner experience. This camp catered to middle school foodies who learned their way around a kitchen.



CONTINUING EDUCATION FOUNDATION – 501(c)(3)

Crisis Intervention Team (CIT) Academy

At the request of the Brigham City Police Department, BTECH hosted the Crisis Intervention Team (CIT) Academy in Brigham City, providing continuing education for law enforcement officers. This 40-hour course was designed to:

- Increase officers' awareness of behavioral health issues and empathy toward individuals experiencing behavioral health disorders.
- Instruct officers in effective techniques utilized when encountering individuals experiencing behavioral health issues and provide safer interventions.
- Broaden officers' knowledge of resources and understanding of legal issues.

By hosting the CIT Academy, BTECH played a direct role in supporting community safety and enhancing law enforcement's ability to respond compassionately and effectively to behavioral health situations.

Housing Crisis Task Force

In April, BTECH served as the host site for the Housing Crisis Task Force, an event arranged by Karina Brown and Holly Budge to bring together community members and leaders to address pressing housing challenges. The meeting was organized in



partnership with the Bear River Health Department, Cache County, and the Bear River Association of Governments (BRAG).

Summer Citizens Merchant Fair, Cache County Events Center

BTECH joined Logan City Mayor Holly Daines, Cache County Executive David Zook, Cache Valley Chamber of Commerce President Jamie Andrus, and USU representatives to welcome and address more than 500 summer citizens participating in local classes and community events. The fair provided an opportunity to highlight the college's programs and strengthen connections with seasonal residents who contribute to the community's cultural and economic vitality.



USHE - REPORT OF CASH, CASH EQUIVALENTS, AND INVESTMENTS

ALL FUNDS - AS OF MAY 31, 2025

| 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 | 5,500 | - | - | 5,500 |
| Savings Accounts | Checking - Operating Checking - FA Sweep Investment | Wells Fargo Wells Fargo Wells Fargo | 00/00/00 00/00/00 00/00/00 | 00/00/00 00/00/00 00/00/00 | (163,165) 25,463 1,300,515 1,168,312 | - - - - | - - - - | (163,165) 25,463 1,300,515 1,168,312 |
| Utah PTIF Accounts | Savings | UPTIF | 00/00/00 | 00/00/00 | 13,925,876 - 13,925,876 | - - - | 439,225 - 439,225 | 13,486,651 - 13,486,651 |
| TOTAL FAIR VALUE | | | | | 15,094,188 | - | 439,225 | 14,654,963 |