



Board of Trustees Meeting – April 23, 2026, 4:00 p.m. Student
Services Building, Harold W. Ritchey Board Room/Zoom

Board Members in Attendance:

Kori Ann Edwards, Chair
William Shafer, Vice Chair
Paul Widdison
Greg Sanders
Jan Burrell
Cameron Cook (remote)
Jennifer Zundel

Board Members not in Attendance:

Sara Toliver
Cori Anderson
Brent Bishop
Christine Jacobson Ware

OTECH Administration:

James R. Taggart, President
Chad Burchell, Vice President for Instructional Services
Johna Howard, Vice President for Student Services
Tyler Call, Vice President for College Services
Maria Milligan, Associate Vice President for College Advancement
Anita Ruiz, Senior Executive Assistant/Board Secretary

Guests:

Jeremy Shaw, Assistant Attorney General
Paige Lee, Law Clerk, Attorney General's Office
Angie Stallings, Deputy Commissioner for Technical Education

1. STUDENT SPOTLIGHT: STATE SKILLSUSA COMPETITION WINNERS

Carlos Orellana, Program Director, introduced the State SkillsUSA Competition winners and their program coordinators to the board members.

Ogden-Weber Technical College students received medals in Welding, Nails, Cosmetology, Barbering, and Automotive. We are proud of the students and their achievements.

Students receiving gold medals will compete in the SkillsUSA National competition in June 2026.

Board members congratulated the SkillsUSA winners and the program coordinators for their dedication to helping the students succeed.

2. APPROVAL OF MEETING MINUTES

The meeting minutes from February 26, 2026, board of trustees meeting were reviewed and approved as written.

Approval of the Board of Trustees Meeting Minutes from February 26, 2026

Motion to approve: Paul Widdison and seconded by Will Shafer

Final approval: Motion carried unanimously.

3. COUNCIL ON OCCUPATIONAL EDUCATION 2025 ANNUAL REPORT

Vice President Burchell presented the 2025 COE annual report, detailing the student outcomes in completion, placement, and licensure. He explained the current definitions and benchmarks set by COE and the institution's performance against these benchmarks.

As an institution in 2025 we had the following percentages and are above the benchmarks required by COE:

- Completion 81%
- Placement 94%
- Licensure 97%

The programs that did not meet the benchmarks are below. We present COE with an improvement plan for each program with specifics on how we will meet those benchmarks this year. The college also includes this information in our strategic plan for continuous improvement.

- Networking and Cybersecurity
- Welding Technology

Trustee Widdison asked if the program does not meet the benchmark because students start working and do not complete their programs. Mr. Burchell explained in Welding that we have many people that come in to learn to weld as a hobby and they do not intend to complete the program.

4. APPROVAL OF NEW PROGRAM – WEB AND GRAPHIC DESIGN

Vice President Burchell shared that in development of new certificate programs, the college collects ongoing feedback from occupational advisory committees, regional and state industry partners, and economic and workforce development professionals.

To meet the unmet need for web and graphic designers in our region, the college is recommending the implementation of a new certificate program.

- Web and Graphic Design: 30 credits.

Costs and budget associated with implementing and teaching the Web and Graphic Design program are included in existing budgets under the Digital Design program. The program will be taught with the same faculty and instructional space as the Digital Design program.

All program changes have been validated and approved by our board or trustee's instructional services subcommittee, individual program occupational advisory committees, and USHE alignment initiatives.

Approval of New Program – Web and Graphic Design

Motion to approve: Will Shafer and seconded by Jan Burrell

Final approval: Motion carried unanimously.

5. APPROVAL OF PROGRAM DISCONTINUATION – SOFTWARE DEVELOPMENT

Mr. Burchell shared that the college is seeking to discontinue the software development. College programs undergo annual review by their occupational advisory committees to ensure they remain market-driven and aligned with the needs of regional employers.

Based on feedback from occupational advisory committees, regional and state partners, and industry stakeholders—and in consideration of responsible allocation of college resources—the college is recommending discontinuance of the Software Development program.

The college continuously monitors program performance indicators, including new student enrollment, retention, graduation rates, job placement outcomes, and direct employer feedback. After evaluating trends over multiple years, it has become clear that the Software Development program is no longer meeting enrollment or workforce expectations at a level that supports long-term sustainability.

Approval of Program Discontinuation – Software Development

Motion to approve: Jennifer Zundel and seconded by Paul Widdison

Final approval: Motion carried unanimously.

6. APPROVAL OF FY27 PROGRAM UPDATES

Vice President Burchell shared that college programs are evaluated each year by occupational advisory committees to ensure they are market-driven and meeting the needs of area businesses and industries. As part of this evaluation, employers evaluate instructional content and program length.

Due to statewide alignment and program evaluations, some programs have been updated to meet statewide alignment and industry need. A summary of program changes for FY27 include the following:

New program

- Web and Graphic Design

Discontinued program (teach-out)

- Software Development

Updated programs:

- Barbering: change program name to Master Barber.
- Cosmetology: decrease total credits from 44 to 32 credits.
- Culinary Arts: update the CIP code to 12.0503.
- Dental Assisting: decrease total credits from 29 to 26 credits.
- Electrical Trades Preparation: update the CIP code to 46.0301.
- CNC Machinist Technician: change program name to CNC Machine Operator.
- Controls Technician: change program name to Control Systems and Robotics and updating the CIP code to 47.0303.
- Manufacturing Technician: change program name to Industrial Systems Fundamentals.
- Medical Coding and Billing: decrease total credits from 30 to 29 credits.
- Welding Technology: decrease total credits from 30 to 27 credits.

A list of the college's 34 programs was shared with the board members, and all program changes have been validated and approved by individual program occupational advisory committees.

Approval of FY27 Program Updates

Motion to approve: Jan Burrell and seconded by Will Shafer

Final approval: Motion carried unanimously.

7. STRATEGIC REINVESTMENT

President Taggart shared that the strategic reinvestment exercise was initiated by the legislature and the Board of Higher Education. Chair Edwards and President Taggart met with the Commissioner to discuss updates and the process for strategic reinvestment.

- There are differences between the strategic reinvestment exercises for technical colleges and universities.
- The Office of the Commissioner and the Board of Higher Education asked for the opportunity to show the efficiency of technical colleges.
- There is a target of a 5% reduction for technical colleges and 10% reduction for degree granting institutions.
- We have a planning year of FY27 with a three-year time frame to show where we have made the cuts and reinvestments. This would need to be done by the year 2030.
- The amount for indicated for the college is \$780,400.00.
- This will give flexibility to the Board of Higher Education and the Board of Trustees.
- This is an opportunity to show how efficient technical colleges are and will be a part of our strategic plan.

8. INFORMATION ITEMS

Chair Edwards encouraged trustees to review the monthly college reports and information highlighting student outcomes, budget, and metrics towards meeting strategic plan objectives.

- 9. EXECUTIVE SESSION:** *The board may elect to go into closed session which will not be open to the public, pursuant to Utah Code Title 52, Chapter 4, sections 204, 205, and 206.*

10. OPEN DISCUSSION

Deputy Commissioner Stallings shared that the system office is pleased with this region's leadership showing strong collaboration between Weber State University, Davis Technical College, and Ogden-Weber Technical College. The collaboration is the best for the students and employers that we serve.

11. NEXT MEETING

June 25, 2026, 4:00 p.m. – Graduation is scheduled for May 29, 2026, 6:00 p.m. at the Dee Events Center.

12. ADJOURN

With no further discussion items, the meeting adjourned at 5:30 p.m.