



MINUTES

Davis Technical College Board of Trustees Meeting

Thursday, March 12, 2026 | 3:30 p.m. | Haven J. Barlow Board Room

Meeting conducted in-person/electronically.

Meeting started at 3:30 p.m.

Conducting: Tami Tran, Board Chair

(r) = remote

Board Trustees Present

Tami Tran, Chair	Business/Industry Representative
Kyle Brostrom, Vice Chair	Business/Industry Representative
Justin Atkinson <i>(r)</i>	Business/Industry Representative
Andrea Brooks	Morgan School Board Representative
Ginger Chinn	Business/Industry Representative
Brigit Gerrard	Davis School Board Representative
Brandon Howard	Business/Industry Representative
Tucker Morgan <i>(r)</i>	Business/Industry Representative
Morgan Sutherland <i>(r)</i>	Business/Industry Representative
Ken Romney	Business/Industry Representative

Administration

Darin Brush	President/CEO
Kelly Simerick	Vice President of Instruction and Student Success
Jeff Lund	Vice President and Chief Financial Officer
Wendee Cole	Chief of Staff/Recording Secretary

Guests

Bryce Fox <i>(r)</i>	College Director of Facilities Services & Risk Management
Ed Eschler <i>(r)</i>	College Controller
Lindsey Rees <i>(r)</i>	College Foundation Director and Grants Administrator
Mike Johnson	College Director of Programs-IT Emphasis
Owen Horne	College Director of Data and Student Information Systems
Samantha Cusenza	College Associate Vice President of Student Success
Sherry Rauch	College Director of Marketing and Community Relations
Tim Despain	College Director of Scholarships and Financial Aid
Josh Nash	College Desktop Support Specialist I
Maria Smuin <i>(r)</i>	College Administrative Assistant
Kim Ziebarth	USHE Associate Commissioner of Technical Education
Jeremy Shaw	State of Utah Assistant Attorney General
Melanie Morrison	Student of the Year for School of Health Professions/Surgical Technology Student
Ellie Hill	Student of the Year for School of Service Professions/Cosmetology Student

Excused

Brad Wilson

Weber State Board of Trustees Representative

Pledge of Allegiance

Elle Hill, Student of the Year for School of Service Professions

Introduction of New Trustee

The Davis Technical College Board of Trustees is pleased to welcome its newest member, Ginger Chinn. She is a public-policy and government-affairs professional with more than a decade of experience spanning economic development, education, and statewide advocacy. Since December 2024, Ginger has served as a key leader on Northrop Grumman's Government Affairs team, representing the company across Utah, Colorado, Wyoming, Montana, North Dakota, South Dakota, Nebraska, Kansas and Minnesota. Ginger is also a former Vice President at Davis Technical College.

Administration of the Oath of Office

Ginger Chinn, the newly appointed trustee, officially took the Oath of Office during the recent Board meeting. The oath was administered by the Secretary to the Board of Trustees, marking the beginning of her term of service.

Introduction of Students of the Year

Davis Technical College proudly hosted its annual Student of the Year luncheon and awards ceremony on Friday, December 5, 2025. The event recognized outstanding students from each of the College's six schools, celebrating their dedication and achievements with family, friends, and faculty in attendance.

This year's honorees included:

- Melanie Morrison – School of Health Professions
- Jackson Hastins – School of Business and Technology
- Gabriel Peterson – School of Manufacturing
- Beckham Dickson – School of Construction
- Ellie Hill – School of Service Professions
- Maria Medina Cilva – School of Transportation

At the luncheon, the following awards were presented:

- **School Winners:** Beckham Dickson, Melanie Morrison, Gabriel Peterson, and Ellie Hill were each recognized as School Winners. They received a \$500 cash prize and a \$750 Davis Tech scholarship.
- **Runner-Up:** Maria Medina Cilva was named Runner-Up and awarded a \$1,000 cash prize and a \$1,000 Davis Tech scholarship.
- **Student of the Year:** Jackson Hastings was honored as the **2025 Davis Tech Student of the Year** and received a \$1,500 cash prize and a \$1,500 Davis Tech scholarship.
- **Program of the Year:** The **Networking and Cybersecurity Program** was recognized as the **2025 Program of the Year** for its excellence and impact.

The Board congratulated all awardees for their hard work and outstanding contributions to the Davis Tech community.

Public Comment

There were no comments.

Consent Calendar

Chair Tran called for a motion to approve the Consent Calendar, which consisted of the following:

- a. Minutes of December 4, 2025 meeting
- b. Budget and Accounting Report/Investment Report
- c. Key Performance Indicators Report
- d. Business and Economic Development Report
- e. Foundation Activity Report
- f. Campus Development Update
- g. Scholarship Issuance Report
- h. Career Path High Report
- i. FY 2026 Budget Modification
- j. GRAMA Policy and Procedures
- k. Student Code of Conduct and Discipline Policy
- l. Student Leave of Absence Policy
- m. Student Grievance Policy and Procedures
- n. Admissions and Registration Policy and Procedures
- o. Refund of Tuition and Fees Policy
- p. Rescind Executive Employee Credit Card Policy
- q. FY 2027 Program Changes
- r. FY 2027 Board of Trustees Meeting Schedule

The Consent Calendar was approved on a motion by Trustee Gerrard, seconded by Trustee Howard. Motion passed.

Key Performance Indicator (KPI) Report and FY 2026 Enrollment Update

The College monitors enrollment, retention, graduation, and placement data as part of its key performance indicators (KPIs). A presentation was provided to the Board outlining year-to-date FY 2026 enrollment trends and performance outcomes aligned with institutional goals.

Numerous programs reported headcount growth, including Electrical Apprenticeship, HVACR, Welding Technology, Automotive Technology, and Information Technology. Culinary Arts is ramping up enrollment with the new space.

The decline in student FTE, has some important contributing factors outside the College's control:

- Loss of enrollment from Clearfield Job Corps students, which occurred due to federal funding challenges impacting the Job Corps program. Highly affected Home Health Aide and many programs across the campus.
- Beauty Program restructuring due to the licensing changes.
- The Medical Billing and Coding program is being taught out due to the impact on the industry by artificial intelligence.

2026 General Session and FY 2027 Appropriations

President Brush provided an overview of key legislative developments from the 2026 General Session that impact technical colleges. He also shared information about the new appropriations to the College.

Specifically, he shared information on these two bills:

(PASSED, awaiting Governor's signature) [HB 352 – Higher Education Alignment](#) (Rep. Karen Peterson, Sen. Evan Vickers): Requires the Utah Board of Higher Education to organize USHE institutions into regions that include at least one degree-granting institution and one technical college to facilitate more seamless collaboration through horizontal and vertical integration. Enhanced collaborations include, for example, ensuring programs are articulated and stackable, integrating admissions, enrollment, and student services between partner institutions, leveraging shared administrative services, and identifying ways to share select academic programs and research opportunities. Requires the Board to report to the Higher Education Appropriations Subcommittee on the implementation of this section. An amendment to the bill requires the Board to consult with faculty, staff, and students while developing plans for System integration. This bill passed both chambers and awaits the Governor's signature.

(PASSED, awaiting Governor's signature) [SB 216 – Higher Education Performance and Enrollment Funding](#) (Sen. Ann Millner, Rep. Karen Peterson): Establishes a process and formula for determining certain enrollment-based funding for USHE institutions. Establishes new performance metrics and goals for performance-based funding specific to institutional roles and missions. This bill passed both chambers and awaits the Governor's signature.

Approval of FY 2027 Employee Compensation Plan and Related Pay Schedule

The proposed Employee Compensation Plan for FY 2027 includes:

- A labor market increase distributed as a cost-of-living adjustment (COLA) of 2.5% for all eligible employees.

- The FY 2027 pay schedules for all positions will reflect the 2.5% increase in the pay ranges.
- Additional increases calculated at 65% of the Performance Based Pay Progression Table to be provided for eligible full-time and part-time employees. These increases will range from 0.65% to 2.83% for individual employees and averaging approximately 2.0% for employees overall.
- An additional \$50 per full-time employee to the annual discretionary stipend to be paid to employees in November.
- The application of the above items is estimated to provide an overall average increase of 4.49% for full-time employees and 4.61% part-time employees.
- Pay increases will be effective for the July 10, 2026, pay date.
- College departments with funding restrictions, including self-support departments, grants, or contracts, may limit or exclude the calculated pay progression increases based on available funding.
- An increase of 11.8% in medical insurance rates and 4.9% in dental insurance rates as set forth by the Public Employees Health Program (PEHP). The Legislature funded the employer portion of this increase.

A motion to approve the Fiscal Year 2027 Employee Compensation Plan and related Pay Schedules as presented was made by Trustee Chinn, seconded by Vice Chair Brostrom. Motion passed.

FY 2027 Budget – First Reading

A summary of increases/decreases in state funding for Davis Tech for FY 2027 was presented by Vice President Lund:

2.5% Labor Market Increase	\$ 606,700
11.8% Increase in Health & 4.9% Dental Insurance Benefits Rates	519,900
Capacity Funding	666,100
Internal Service Fund Adjustments	11,300
Performance Funding	<u>720,000</u>
 Total Increase	 <u>\$2,524,000</u>

Final new appropriation numbers will be presented in the May board meeting. A first draft of the FY 2027 budget was shared. A summary of significant items in the draft budget includes:

Revenue Adjustments

- Increase of \$2,512,700 in direct legislative funding as outlined above.
- Elimination of \$858,100 in one-time equipment funding passed through USHE.
- Reduction in estimated tuition revenues of \$60,000
- Internal Service Fund Adjustments for liability and property insurance

- Various other adjustments related to contracts, grants, and revenue estimates.

Capacity and Performance Funding Expenses

- Ongoing funding for 2 welding faculty, 2 CDL faculty, and support personnel covered by one-time funding in FY26.
- Addition of one new full-time welding faculty and welding adjuncts.
- Funding for COLA, Payroll Progression, other wage adjustments, and utilities.
- Funding for a contracted on-site Licensed Clinical Social Worker (LCSW)
- Addition of a new full-time Curriculum Specialist position and additional part-time security staffing.

Other Budgeted Expense Adjustments and Reallocations

- Compensation plan as proposed in this board meeting.
- Full-year impact of staff changes that took place in FY 2026.
- Reversal of one-time funding for 2 welding faculty, 2 CDL faculty, and support personnel.
- Changes to estimated budgets for capital improvement projects.
- Various other expense adjustments and reallocations between functions and funds.

President’s Report

Technical College Tuition & Fees and Strategic Reinvestment Planning Overview

The Board received an informational presentation outlining statewide technical college tuition and fee practices, recent 2026 General Session appropriations, Utah Board of Higher Education (UBHE) policy alignment issues, and a proposed framework for strategic reinvestment analogous to HB 265 for degree-granting institutions.

Tuition & Fee Findings

- The 2026 Legislature provided substantial General Fund and Internal Transfer funding appropriations to technical colleges for capacity expansion, performance funding, and capital projects, significantly offsetting tuition dependence.
- A systemwide review revealed inconsistent and, in some cases, non-compliant fee practices relative to UBHE policy, particularly related to registration, enrollment, and application fees.
- Base tuition and total cost to students vary widely across technical colleges due to differing use of courses, programs, materials, and cost-recovery fees, raising concerns about equity, transparency, and market competitiveness.
- For Davis Technical College:
 - Base tuition remains \$95 per credit hour.
 - Total tuition and fees per credit hour are approximately \$105, placing Davis Tech among the lower-cost institutions statewide.
 - Fee reliance at Davis Tech is comparatively low, resulting in no immediate fee repeal fiscal impact under draft policy changes.

UBHE Policy Alignment and Proposed Fee Changes

- Existing UBHE policy prohibits technical colleges from charging general student fees and requires that registration-related costs be included in tuition rather than assessed separately.
- A draft UBHE policy proposal (effective FY 2027) would:
 - Prohibit separate registration, enrollment, and application fees.
 - Allow such costs only if embedded within approved tuition rates.
- Several technical colleges would repeal specific fees, with estimated foregone revenues offset by new GF/ITF appropriations.
- A draft UBHE motion was presented to direct the Commissioner's Office to conduct an interim study of all technical college student-paid revenue sources, with findings and recommendations due October 2026.

2026 General Session Appropriations – Davis Tech Impact

- Davis Tech received approximately \$1.39 million in net new ongoing General Fund and Internal Transfer funding, equivalent to a 38.9% tuition-rate offset, strengthening instructional capacity without increasing student charges.
- Davis Tech did not rely on fee revenues targeted for repeal, resulting in no negative net financial impact from proposed policy changes (unlike some other technical colleges).

Strategic Reinvestment Framework

- Consistent with legislative and UBHE expectations, technical colleges are being asked to undertake a strategic reinvestment exercise similar to HB 265 but scaled appropriately.
- Draft parameters for technical colleges include:
 - A three-year planning and implementation timeline.
 - Reinvestment targets of 0% / 50% / 100%.
 - Reinvestment equal to 5% of instructional General Fund and Internal Transfer funding budgets (half the requirement for degree-granting institutions).
 - Requirement that reallocations result in a net increase to Instruction, without supplanting other funds.
- For Davis Tech, the preliminary estimated reinvestment amount is approximately \$684,000, representing about 2.1% of total General Fund and Internal Transfer funding, based on pre-2026 General Session appropriation levels.
- Preliminary guidance has been issued by the Commissioner, with data reporting and planning updates scheduled for the June UBHE meeting.

Key Takeaways for the Board

- Davis Tech is well-positioned relative to peers due to low tuition, limited fees, and strong legislative support.
- Proposed UBHE policy changes are expected to have minimal operational or financial disruption for Davis Tech.

- The forthcoming interim study and strategic reinvestment planning will inform future tuition, fee, and budget decisions, with a continued focus on affordability, compliance, and instructional quality.
-

The UBHE supports the recommendation to wait for the results of the Commissioner’s Office interim study on technical college tuition and fee structures before considering any changes to Davis Technical College tuition, fees, or related revenue practices.

Adjournment: Trustee Gerrard made a motion to adjourn. The meeting adjourned at 5:07 p.m.