

**MTECH Board of Trustees Meeting - Minutes
(Wednesday, August 19, 2026)
Lehi Campus, Building A
2302 W Ashton Blvd. Lehi, Utah
Boardroom #232**

Board members in attendance:

Julie King
Brian Hulet
Scott Barlow
Mary Crafts
Rick Ainge
Brad Tanner (virtual)
Marlon Lindsay (virtual)
Vanessa Perez
Melanie Hall
Dan Eckert
Paul Thompson
Breanne Dedrickson
Maggie Judi
Brad Herbert
Megan Johnson (virtual)

Clay Christensen, President
Barbara Miner, Assistant to the President

Board members not in attendance:

Meredith Reed
Eric Weeks

MTECH Administration in attendance:

Joseph Demma, Vice President, College Relations
Holly Peterson, Vice President, Instruction
Kirt Michaelis, Vice President, Administrative Services/CFO
Justin Browning, Associate Vice President, Human Resources (virtual)
Maile Richardson, Senior Director, Communications
Lisa Birch, Associate Vice President, Instruction
Becky Fenton, Associate Vice President, Instruction
Cliff Carron-Campbell, Associate Vice President, Instruction
Trac Hendry, Director of Programs, Trades
Jen McAllister, Director, Healthcare Programs
Quaid Arbon, Director, Student Success
Lynn Adams, Director, College Rights and Advocacy (virtual)
Keri Banbury, Associate Vice President, Student Affairs

Special Guests:

Eric Petersen, Attorney General
Katie Mazzie, Associate Commissioner, Utah System of Higher Education (virtual)

Meeting called to order at 4:02 PM

1. Opening Items (Presenter: Chair King)

A. Welcome

Chair King welcomed the board members, staff, and guests to the meeting.

B. Pledge of Allegiance

Trustee Melanie Hall led the group in the Pledge of Allegiance.

2. Presentations

A. HOSA and Skills USA Recognition (Presenter: Vice President Peterson)

Vice President Peterson recognized students, faculty advisors, and program representatives associated with SkillsUSA and HOSA. Recognition covered health occupations, cosmetology, automation technology, machining

technology, HVAC, and culinary arts, including state and national achievements.

Vice President Peterson gave a special thanks to the administrative assistants and specialists who coordinated competition travel, uniforms, reporting, and communication with agencies and industry partners.

B. Outstanding MTECH Employee Awards (VP Demma, AD Durrant, and VP Michaelis)

Vice President Demma recognized Cambree Zobell, Testing Proctor Supervisor, with the Outstanding Employee Award.

Associate Director Durrant recognized Kristi Nelson, Lehi Cosmetology Program Coordinator, with the Outstanding Employee Award.

Vice President Michaelis recognized Directors of Technology Ryon Price and Brodie Sebresos, with the Outstanding Employee Awards.

C. Program Presentation: Practical Nursing (Director Jen McAllister)

Director Jen McAllister introduced the MTECH Practical Nursing students and faculty, then turned the time over to them for their presentation. They reported on their humanitarian trip to St. Kitts and Nevis with the Utah Valley University nursing program. Faculty described students' observations in preventive care clinics serving defined populations and emphasized the importance of continuity of care and community relationships. Students also developed cultural awareness, flexibility, leadership, communication, and disaster preparedness skills through presentations and changes to field schedules.

Faculty shared student reflections about global health and the broader role of nurses, noting that the experience had lasting effects on career interests and adaptability. Faculty and Trustees discussed continuing the Utah Valley University partnership and exploring a cross-disciplinary MTECH expedition involving nursing, medical assisting, dental, and other programs.

3. Consent Agenda Items (Presenter: Chair King)

A. Minutes from the previous MTECH Board of Trustees Meeting

The May 2026 Board of Trustees Meeting minutes were included for approval.

B. MTECH Check Registers

Information on MTECH's April and May 2026 check registers was provided to board members for review. The Expenditure Items for Ratification List was provided for review.

C. Approval of Policies

The MTECH Executive Staff requested approval to retire the following policies:

- 300.341 Smoking (Combined with Policy 300.342 Substance Use)
- 300.384 Salary Stipend (combined with 300.376 Extra Service, Overload Compensation)
- 400.408 Program Approval and Administration (duplicate of Policy 400.425 Systematic Process for Each Program)
- 400.410 Assessment Policy (no longer needed because we follow the USHE alignment for learning outcomes and continuous improvement of programs)

The MTECH Executive Staff has reviewed the following policies and requested approval of proposed updates:

- 300.302 Employment At-Will Policy
- 300.306 Criminal Background Check Policy
- 300.307 Conflict of Interest Policy
- 300.311 Corrective Action Policy
- 300.313 Domestic Partner Policy
- 300.346 Leave Policy
- 300.350 Educational Benefits Policy
- 300.360 Lactation Support Policy
- 300.376 Extra Service and Supplemental Compensation Policy
- 300.383 Salary and Wage Administration Policy
- 400.406 Program Discontinuance, Financial Exigency, and Financial Crisis Policy
- 400.418 Faculty Professional Development Policy
- 400.424 Progress and Attendance Policy
- 600.610 Student Travel Policy
- 500.580 Procurement Policy
- 500.580A Procurement Procedure (reference for the policy)
- 500.581 Purchasing Thresholds and Limits Policy
- 500.581A Purchasing Thresholds and Limits Procedure (reference for the policy)

- 500.584 Purchasing Card Policy
- 500.584 Purchasing Card Procedure (reference for the policy)

D. MTECH Investment Reports

Information regarding MTECH's April, May, June, and July 2026 investments was included in the report.

E. Student Out of State Travel

1. MTECH State winners for SkillsUSA will compete at Nationals in Atlanta, Georgia June 21-25, 2027
2. MTECH State winners for HOSA will compete at Nationals in Philadelphia, Pennsylvania June 22-25, 2027
3. Practical Nursing Global Health and Disaster Preparedness 2027 with UVU Nursing in St. Kitts and Nevis May 15 - 29, 2027

F. Executive Committee Action Ratification

The Executive Committee met on July 17, 2026, in a public meeting to approve the lease of classrooms in the Heber Valley Campus.

The seminary department of the Church of Jesus Christ of Latter-day Saints has experienced construction delays for the location adjacent to Deer Creek High School in Heber City. They reached out to explore the possibility of leasing classrooms from the College to offer their classes to their students in our new Heber Valley Campus. Given that we are experiencing funding shortages to offer all of our programs at the Heber Valley Campus, three classrooms scheduled to house information technology programs will be vacant for the first year of operation. These are the classrooms that the lease proposes to use for the next school year.

G. Closure of Wasatch West Campus

MTECH requested approval to close the Wasatch West Campus and remove it from the Council on Occupational Education (COE) approved sites list, as all programs and classrooms have relocated to the new Heber Valley Campus.

H. Approval of Consent Agenda

Approval of the Consent Agenda Items

Approval of the Consent Agenda Items

Motion by Paul Thompson, second by Scott Barlow.

Final Resolution: Motion Carries

Yea: Julie King, Brian Hulet, Scott Barlow, Rick Ainge, Brad Tanner, Marlon Lindsay, Vanessa Perez, Melanie Hall, Dan Eckert, Paul Thompson, Breanne Dedrickson, Maggie Judi, Brad Herbert, Megan Johnson

4. Action Items

A. Update of College Bylaws (Trustee Perez and Vice President Demma)

Trustee Perez and Vice President Demma presented an updated draft of the College Bylaws for the Board's consideration.

A new state law (2026's SB240) requires a structural adjustment to the Mountainland Technical College Board of Trustees.

To comply with this law, the Board's 'College Relations Committee,' Chaired by Trustee Perez and staffed by Dr. Demma and Mr. Barth, met several times to review the new guidance and explore options for the rotation schedule. The committee's draft bylaw update has been approved by the Commissioner of Higher Education, as required under law, to move forward for potential adoption by the Mountainland Board of Trustees.

Approval of the updated Board of Trustees Bylaws

Motion by Vanessa Perez, second by Brian Hulet.

Final Resolution: Motion Carries

Yea: Julie King, Brian Hulet, Scott Barlow, Mary Crafts, Rick Ainge, Brad Tanner, Marlon Lindsay, Vanessa Perez, Melanie Hall, Dan Eckert, Paul Thompson, Breanne Dedrickson, Maggie Judi, Brad Herbert, Megan Johnson

B. Approval of MTECH Budget Request for FY2028 (Presenter: Vice President Michaelis)

Vice President Michaelis presented the FY2028 MTECH budget request and explained that the proposed ongoing funding totals approximately \$3.9 million, substantially below the prior year's request. The board reviewed campus and program allocations, including funding for Payson and Heber, as well as a potential replication of a Provo Campus practical nursing program.

There was a discussion about Payson's current operating capacity, waiting-list validation across technical colleges, and the criteria used to prioritize requests.

Approval of the FY2028 Budget Request

Motion by Paul Thompson, second by Rick Ainge.

Final Resolution: Motion Carries

Yea: Julie King, Brian Hulet, Scott Barlow, Mary Crafts, Rick Ainge, Brad Tanner, Marlon Lindsay, Vanessa Perez, Melanie Hall, Dan Eckert, Megan Johnson, Paul Thompson, Breanne Dedrickson, Maggie Judi, Brad Herbert, Megan Johnson

C. Lease Addendum for Payson B (Presenter: Vice President Michaelis)

Vice President Michaelis reviewed an addendum to complete the unfinished second floor of Building B at the Payson Campus for Cosmetology and Apprenticeship programs, at an estimated cost of \$1.284 million. The discussion covered construction timelines, the building's lead-to-purchase structure, and the option to pay down tenant-improvement costs without penalty.

Approval of the proposed lease addendum for Payson Building B

Motion by Brian Hulet, second by Vanessa Perez.

Final Resolution: Motion Carries

Yea: Julie King, Brian Hulet, Scott Barlow, Mary Crafts, Rick Ainge, Brad Tanner, Marlon Lindsay, Vanessa Perez, Melanie Hall, Dan Eckert, Megan Johnson, Paul Thompson, Breanne Dedrickson, Maggie Judi, Brad Herbert, Megan Johnson

D. FY2028 Capital Development Request (Presenter: Vice President Michaelis)

Vice President Michaelis presented the proposed FY2028 Capital Development Request.

MTECH's Strategic Plan lists the acquisition of land in Eagle Mountain as a priority for future facilities expansion. Lake Mountain School District has acquired land in Eagle Mountain and is willing to sell 20 acres of the property to MTECH for a future campus site. The master plan in the area includes a high school, MTECH Campus, and future UVU facilities. The cost of the 20 acres would be \$5,009,400 or \$250,470 per acre.

Trustees emphasized the need to clearly explain to legislators and the public that land acquisition would use one-time capital funding, whereas staffing existing campuses requires ongoing funding. Trustee King abstained from the vote due to a conflict of interest.

Approval of the FY2028 Capital Development Request

Motion by Vanessa Perez, second by Mary Crafts.

Final Resolution: Motion Carries

Yea: Brian Hulet, Scott Barlow, Mary Crafts, Rick Ainge, Brad Tanner, Marlon Lindsay, Vanessa Perez, Melanie Hall, Dan Eckert, Megan Johnson, Paul Thompson, Breanne Dedrickson, Maggie Judi, Brad Herbert, Megan Johnson
Abstain: Julie King

5. Information Items

A. Student Information System Update (Presenters: VP Demma and AVPs Banbury & Fenton)

Vice President Demma and Associate Vice Presidents Banbury and Fenton discussed the state of the College's Student Information System, including the search for a replacement.

They described the student information system as a platform that supports outreach, admissions, enrollment, registration, financial aid, grading, and the student lifecycle. Vice President Demma described its age, limited evolution, centralized governance, small support structure, and growing distance from student and institutional needs.

The College created a 17-member cross-departmental committee, appointed Keri Banbury and Becky Fenton as co-chairs, and began evaluating solutions, which have a significant proposed price tag.

Associate Vice President Banbury explained that Northstar was once an effective upgrade but no longer fits the College's expanded and changing operating model. Previous replacement efforts were constrained by the need to support multiple scheduling, instructional-hour, enrollment, and billing models.

The Student Information System replacement is still under evaluation, and they will continue to search for a software solution.

B. Facilities Update (Presenter: Vice President Michaelis)

Vice President Michaelis provided an update on Capital Facilities Projects as follows:
The Payson Campus, Building B, is on track to be completed in November 2026.
The third-floor remodel at the Provo Campus has been completed.
The Heber Valley Campus opened on August, 17, 2026, for Fall students.
The Heber Valley Campus Ribbon Cutting event will be held on August 28, 2026, starting at 10:00 a.m.

C. Talent Ready Utah- Utah Works Grant Award (Presenter: Vice President Peterson)

Vice President Peterson announced that MTECH secured a \$684,183 Talent Ready Utah Grant to launch a Precision Welding and Automation Technician Program at the Lehi Main Campus. Partnering with Lunar Resources, the program targets high-demand aerospace capabilities: Laser Welding, Laser CNC Welding, and Hydrogen Vacuum Brazing. Full scholarships will fund the inaugural student cohort starting in March 2027.

6. Closed Session

A. Closed Session

The board elected to go into closed session, which was not open to the public, pursuant to Utah Code 52-4-204, 52-4-205, 52-4-206 of the Open and Public Meeting Act.

Approval to move into closed session at 5:28 p.m.

Motion by Brian Hulet, second by Brad Herbert.

Final Resolution: Motion Carries

Yea: Julie King, Brian Hulet, Scott Barlow, Mary Crafts, Rick Ainge, Brad Tanner, Marlon Lindsay, Vanessa Perez, Melanie Hall, Dan Eckert, Paul Thompson, Breanne Dedrickson, Maggie Judi, Brad Herbert, Megan Johnson

Approval to move out of the session at 5:43 p.m.

Motion by Vanessa Perez, second by Mary Crafts.

Motion Carries

Yea: Julie King, Brian Hulet, Scott Barlow, Mary Crafts, Rick Ainge, Brad Tanner, Marlon Lindsay, Vanessa Perez, Melanie Hall, Dan Eckert, Paul Thompson, Breanne Dedrickson, Maggie Judi, Brad Herbert, Megan Johnson

7. Closing Items

A. Next Meeting

The next meeting will be held:
October 21, 2026, 4:00 p.m.
MTECH Lehi Campus, Building A - Boardroom #232.

B. Recognition and Appreciation

The Board of Trustees gave a tribute to President Christensen, recognizing his extensive board service and relationships with colleagues. Barbara's long-standing professional relationship with him was also acknowledged.

C. Adjourn

The meeting adjourned at 5:58 p.m.

Approval to adjourn the meeting

Motion by Paul Thompson, second by Breanne Dedrickson.

Final Resolution: Motion Carries

Yea: Julie King, Brian Hulet, Scott Barlow, Mary Crafts, Rick Ainge, Brad Tanner, Marlon Lindsay, Vanessa Perez, Melanie Hall, Dan Eckert, Paul Thompson, Breanne Dedrickson, Maggie Judi, Brad Herbert, Megan Johnson