



## BOARD OF DIRECTORS MEETING MINUTES

Wednesday, June 1, 2016

TATC – Board Room

88 South Tooele Blvd., Tooele, Utah

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**Board Members Present:** Doug Allred, Thomas Bingham, Dave Haskell, Joyce Hogan, Matt Potter, Marvin Shafer, Dave Ulery, Jennifer Van Cott

**Staff Present:** Sarah Anderson, Ellen Lange-Christenson, Linda Skinner, Scott Snelson, Kent Thygerson

**Excused:** Charles Hansen, Paul Ogilvie, Kathy Taylor

**Guests:** Aaron Peterson, Shawn Milne

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### Welcome & Introductions

Joyce Hogan welcomed Board Members, Kent Thygerson, Jennifer Van Cott, Aaron Peterson and Shawn Milne. Ms. Hogan introduced Kent Thygerson, TATC's new Vice President for Finance and Operations; Jennifer Van Cott, USU-Tooele Regional Campus' new Executive Director; and Aaron Peterson, Vice President for Peterson Industrial Depot.

### College Report

Scott Snelson reported on the TATC Student Recognition Ceremony, conducted May 12, 2016. He thanked Charles Hansen, Paul Ogilvie and Dave Haskell for their attendance to the ceremony and for their continued support. Mr. Snelson congratulated Dave Ulery on his appointment to the UCAT Board of Trustees. Mr. Snelson provided an update on the search for the UCAT Commissioner of Technical Education position.

### Nominating Committee Report

Ms. Hogan thanked committee members Dave Haskell, Paul Ogilvie and Matt Potter for their efforts. Dave Haskell reviewed the search process and the Nominating Committee Report. Thomas Bingham motioned to approve the Nominating Committee Report and to elect Aaron Peterson to serve on TATC's Board of Directors, seconded by Dave Ulery. Motion passed unanimously.

### Committee Reports:

#### Finance & Audit

Dave Ulery reviewed the Year-to-Date Financial Report. Dave Haskell motioned to accept the Year-to-Date Financial Report, seconded by Marvin Shaffer. Motion passed unanimously.

Mr. Ulery indicated that the Truth in Tuition hearings have been conducted, reviewed the Proposed Tuition Increase memorandum dated April 13, 2016, and reported that no students attended the hearings. Thomas Bingham motioned to approve the 2016-2017 tuition increase of .05 cents per hour, seconded by Dave Haskell. Motion passed unanimously.

Mr. Ulery reviewed the proposed 2016-2017 Institutional Budget and budget highlights. Aaron Peterson motioned to approve the 2016-2017 Institutional Budget, seconded by Dave Haskell. Motion passed unanimously.

### **Instruction & Student Services**

Linda Skinner provided an overview of the Instructional Program Planning process and thanked all faculty, staff and administration for their effort.

Ms. Skinner reviewed the Employer Advisory Committee (EAC) process and thanked employers who serve on the EACs. She noted that this process drives the institution's curriculum, equipment and budget.

Ms. Skinner reviewed new courses offered at TATC.

Ms. Skinner indicated that the Practical Nursing (PN) application fee of \$30 has been added to FY 2017 Student Fees. Dave Ulery motioned to approve the PN application fee, seconded by Thomas Bingham. Motion passed unanimously.

Ellen Lange-Christenson reviewed the Year-to-Date Membership Hour, Enrollment and Certification Report. She noted that membership hours have increased by 13%, enrollment by 16% and certificate attainment by 19%. Dave Haskell motioned to accept the Membership Hour, Enrollment and Certification Report, seconded by Marvin Shaffer. Motion passed unanimously.

### **Planning & External Relations**

Thomas Bingham explained that the existing policy for Hosting Community Events continues to cause student disruption and excessive workload on support, reception and custodial staff. Aaron Peterson stated that the facility should be a training center, not an event center. After much discussion, the Board recommended the establishment of an Ad Hoc Committee to further explore the issue and develop recommendations for board consideration at the September meeting. Mr. Bingham motioned to establish an Ad Hoc Hosting Events Committee, seconded by Dave Haskell. Motion passed unanimously. Joyce Hogan assigned Dave Haskell to chair the committee and appointed Jennifer Van Cott, Matt Potter, Aaron Peterson and herself to serve on the committee.

Mr. Bingham reviewed the 2016-2017 Tooele County School District (TCSD) Lease for the Cosmetology program. Doug Allred motioned to renew the 2016-2017 TCSD Lease, seconded by Aaron Peterson. Motion passed unanimously.

Mr. Bingham reviewed the 2016-2017 TCSD Memorandum of Understanding. Mr. Bingham motioned to approve the 2016-2017 TCSD Memorandum of Understanding, seconded by Aaron Peterson. Motion passed unanimously.

Mr. Bingham reviewed the 2016-2017 Board Calendar. Matt Potter motioned to approve the 2016-2017 Board Calendar, seconded by Dave Ulery. Motion passed unanimously.

**Action Items:**

**April 7, 2016 Board Meeting Minutes**

Marvin Shaffer moved to approve the April 7, 2016 Board meeting minutes as presented, seconded by Dave Haskell. Motion passed unanimously.

**TATC Board Membership**

Thomas Bingham motioned to approve the Nominating Committee Report and elect Aaron Peterson to serve on TATC's Board of Directors, seconded by Dave Ulery. Motion passed unanimously.

**2016-2017 Tuition Increase**

Mr. Ulery reviewed the proposed 2016-2017 Tuition Increase of .05 cents per hour. Thomas Bingham motioned to increase the 2016-2017 tuition by .05 per hour, seconded by Dave Haskell. Motion passed unanimously.

**2016-2017 Institutional Budget**

Mr. Ulery reviewed the proposed 2016-2017 Institutional Budget. Aaron Peterson motioned to approve the 2016-2017 Institutional Budget, seconded by Dave Haskell. Motion passed unanimously.

**Practical Nursing Application Fee**

Ms. Skinner reviewed the PN Application Fee of \$30. Dave Ulery motioned to approve the \$30 PN Application Fee, seconded by Thomas Bingham. Motion passed unanimously.

**Hosting Community Events**

Mr. Bingham motioned to establish a Hosting Events Ad Hoc Committee, seconded by Dave Haskell. Motion passed unanimously. Joyce Hogan assigned Dave Haskell to chair the committee and appointed Jennifer Van Cott, Matt Potter, Aaron Peterson and herself to serve on the committee.

**2016-2017 TCSD Lease Renewal**

Mr. Bingham reviewed the 2016-2017 TCSD Lease. Doug Allred motioned to renew the 2016-2017 TCSD Lease, seconded by Aaron Peterson. Motion passed unanimously.

**2016-2017 TCSD Memorandum of Understanding**

Mr. Bingham reviewed the 2016-2017 TCSD Memorandum of Understanding. Mr. Bingham motioned to approve the 2016-2017 TCSD Memorandum of Understanding, seconded by Aaron Peterson. Motion passed unanimously.

**2016-2017 Board Calendar**

Mr. Bingham reviewed the 2016-2017 Board Calendar. Matt Potter motioned to approve the 2016-2017 Board Calendar, seconded by Dave Ulery. Motion passed unanimously.

**Information Items:**

Sarah Anderson reviewed ATV Roundup flyer and indicated that this is a Scholarship Event, to be conducted on September 24, 2016.

Linda Skinner reviewed the STEM Camp flyer and indicated that the four camps will be conducted throughout the summer.

**Other Business:**

Joyce Hogan announced that Sarah Anderson has resigned and that her last day will be June 30<sup>th</sup>. Ms. Hogan thanked Ms. Anderson for her service and dedication to TATC.

**Public Comment**

**Meeting adjourned at 1:57 p.m.**