



COLLEGE BOARD OF TRUSTEES  
Wednesday, January 13, 2021  
12:00 – 2:00 pm  
Tooele Tech Multipurpose Room  
88 South Tooele Blvd.  
Tooele, UT 84074

## MINUTES

**Members Present:** Joyce Hogan – Chair, Aaron Peterson – Vice-Chair, Tom Bingham, Camille Knudson, Matt Potter, Marv Shafer, Jenn Cowburn

**Staff Present:** Paul Hacking, Ellen Lange-Christenson, Kent Thygerson, Mark Aiken, Tera Porter, Michael Gillett

**Excused:** Dave Haskell, Paul Ogilvie

**Guests:** Tony Godoy - Tooele Tech student

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### **WELCOME & INTRODUCTIONS:**

Chair Joyce Hogan welcomed everyone including Matt Potter who attended virtually.

### **STUDENT PRESENTATION:**

Tony Godoy, the 2021 Student of the Year from the Industrial Maintenance & Automation program shared his education experience beginning as a Wendover High School student. After graduation his Tooele Tech instructors helped him get a scholarship, gain employment and relocate to Tooele so he could continue attending Tooele Tech. Tony hopes as the Student of the Year, people can see that you can make it even when coming from nothing.

### **PROGRAM SPOTLIGHT:**

Michael Gillett, the lead Instructor for the Industrial Maintenance & Automation program explained the essence of the program, focusing on stabilization of curriculum and assisting employers find qualified candidates. Although there are challenges that exist he is looking at ways to overcome them.

### **TOOELE TECH - WHO WE ARE:**

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President Hacking shared with the Board that Ellen Lange-Christenson has announced her retirement. Tricia Walker, from Tooele County School District, went through the standard interview process and will be taking Ellen's position in Student Services. Although this will be difficult for the district, Tricia was the perfect fit for the position. Camille Knudsen expressed that it will be challenging at the district but should support Tricia's career decision to transition to higher education.

Ellen Lange-Christenson presented a historical background of Tooele Tech, including successes and challenges. Tooele Tech originally began as Applied Technology Education under public education. Superintendents and directors had differing views which resulted in structure changes. Accreditation and Student Services evolved resulting in the Applied Technology Center which allowed opportunities for a designated building. Focus was on regions and UCAT was formed. Under the Board of Regents, there was strife and Salt Lake Tooele ATC was a sacrifice for independence. We were merged with the community college. The supportive relationships of the Board members were instrumental and got us where we are today.

Community and education leaders worked with the chamber of commerce in an alliance to show community support for our building. We have gone through a lot and have come a long way. This was not possible without our Board building relationships.

#### **COVID-19 UPDATES:**

Kent Thygerson shared that nursing students are administering COVID-19 tests that are provided by the Department of Health. Our website gives weekly updates on the number of positive and quarantine cases. There have been no outbreaks at the college. Gratitude was expressed to Chair Hogan for the extra effort she went to working with Tooele County Health Dept to get Tooele Tech faculty and staff immunized with the K-12 educators.

A summary of all the grant money the college has received from Cares Act funding was explained by Kent Thygerson. To date, Tooele Tech has used \$978,453 of the \$1,102,164 received. The money has gone towards student and institutional aid, SBDC, Custom Fit, and Learn & Work programs.

#### **ACTION ITEMS**

##### **Consent Calendar**

Chair Hogan verified the following items contained in the Consent Calendar had been reviewed by the Board:

- Nov. 11, 2020 Board Meeting Minutes
- Personnel Report
- Marketing/Recruitment Report
- OAC Members

Camille Knudsen moved to approve the items in the Consent Calendar, seconded by Aaron Peterson. **The motion passed unanimously.**

##### **Finance & Audit**

##### **Receive 2020-2021 Year-to-Date Financial Report**

Kent Thygerson reviewed the Year-to-Date Financial Report explaining this fiscal year is an anomaly due to additional grants and additional expenses. Enrollment is still up largely due to the amazing numbers in the CDL program. Custom Fit got creative with online training and spent the allocated training funds ahead of schedule.

Tom Bingham moved to receive the 2020-2021 Year-to-Date Financial Report, seconded by Aaron Peterson. **The motion passed unanimously.**

##### **Instruction & Student Services**

##### **Receive FY 2020 Annual COE CPL & FY 2020-2021 2nd Quarter Membership Hour, Enrollment & Certificate Reports**

Marv Shafer summarized the Annual COE CPL Report explaining the Diesel Technician and Software Development programs were below benchmark. No programs will be triggered because of COVID-19. Considering the pandemic, the overall completion and placement data is comparable to the previous year.

Marv also reviewed the FY 2020-2021 2nd Quarter Membership Hour, Enrollment & Certificate Report stating Tooele Tech's overall membership is up 7%, the overall enrollment is up 8%, and the overall certificate is up 33%.

Aaron Peterson moved to receive the FY 2020-2021 2nd Quarter Membership Hour, Enrollment & Certificate Report and COE CPL Report seconded by Camille Knudsen. **The motion passed unanimously.**

## **INFORMATION ITEMS**

### **Instruction & Student Services**

Marv Shafer reported there were six cadets that completed POST and were hired in our local communities.

The OAC Appreciation Dinner has been postponed until September due to COVID-19 restrictions.

Tooele Tech received the official letter stating the Diesel program earned AED Accreditation.

### **Finance and Audit**

Kent Thygerson informed the Board that USHE changed the policy in requesting tuition and fees changes. He gave an overview and the expectations of the process to ensure future increases are reasonable, affordable, and justifiable.

To meet USHE requirements an internal auditor will be hired for the technical colleges. Each college will contribute to those auditor costs.

### **Investment Report**

Kent Thygerson reviewed the Investment Report sharing banking account and public funds information.

### **Planning & External Relations**

Tom Bingham discussed the need for new Board Members in July. There are a few individuals that are being considered. Chair Hogan asked the Board to reach out to her or President Hacking for other considerations. We want people who keep the Board strong and have the Tooele Tech vision.

### **President's Report**

President Hacking said that each student of the year from the various programs had wonderful stories and did a great job representing their industry at the condensed Student Champions Gala.

Utah Higher Education board meetings have been focusing on three areas:

1. In all decisions, using an "equity diversity lens"
2. Performance funding based on equitable access, purposeful pathways, and high-yield awards
3. Strategic plan with an emphasis on access, timely completion, and high-yield awards

Legislative sessions are different this year. Tooele Tech will be asking for ongoing funds for the already hired CDL, welding and medical assisting instructors. One-time money is available this year and there is talk that SB102 will be refunded. It is looking optimistic for our building expansion. Representative Sagers has written an appropriation bill for the expansion plan that circumvents the current process.

A state audit of the Custom Fit program will take place to make sure it is ran efficiently.

A new MOU with Tooele County School District has been signed. It is similar to the previous year making sure we are all on the same page.

Tooele Tech is struggling to get qualified instructors with experience. In many cases we had to resort to hiring former students because that was the best option. If we don't get ongoing funding from the Legislature, we will need to come up with a plan to present to the Board in February.

President Hacking ended by stating we love working at Tooele Tech and are grateful for the Board support. They are doing things that matter and add value to the institution.

An invitation for questions or comments was offered prior to concluding the meeting. Aaron Peterson moved to adjourn seconded by Jenn Cowburn. **The meeting adjourned at 2:50 pm.**