

The Utah College of Applied Technology (UCAT)
Special Executive Committee Meeting

DATE: 28 January 2015

TIME: 7:30 AM – 8:00 AM

LOCATION: Utah College of Applied Technology
2801 Ashton Boulevard
Lehi, UT 84043

(Anchor location for electronic access)

MINUTES

(DRAFT- awaiting approval)

Executive Committee Present

Tom Bingham, Chair – TATC*
Michael Madsen, 1st Vice Chair – BATC*
Jim Evans 2nd Vice Chair – MATC*
Michael Jensen – DATC*
Stephen Wade – DXATC*
Steve Moore – OWATC*
Don Roberts – SWATC*
Mike Angus – UBATC*
Jim Olsen – Business Industry Representative*

Executive Committee Absent

n/a

*Attended via telephone conference call

UCAT Administration

Robert Brems – President*
Tyler Brinkerhoff – VP, Administrative Services*
Jared Haines – VP Student Services/Instruction*
Doug Richards – Legal Counsel
Jordan Rushton – Director, Public Relations
Kristin Smith – Executive Assistant

Others Present

Richard Maughan – BATC, Campus President*
Mike Bouwhuis – DATC, Campus President*
Kelle Stephens – DXATC, Campus President*
Clay Christensen – MATC, Campus President*
Brennan Wood – SWATC, Campus President*
Scott Snelson – TATC, Campus President*
Aaron Weight – UBATC, Campus President*
Chad Campbell – BATC, VP, Finance*

Call to Order

Meeting was called to order at 7:34 a.m.

I. ACTION ITEMS

I.A Final Approval of FY 2014 UCAT Student Data

President Brems explained that in its 15 January 2015 meeting, the Board of Trustees considered "Approval of Final FY 2014 Student Data and Adjustments to Previous Years" (Agenda Item H). The provided information included a footnoted reduction of 60,165 membership hours, based on questions regarding Weber State University Registered Nursing enrollments at DATC that were subsequently reported in the overall UCAT 2014 Student Data,

with corresponding adjustments to be applied to previous years. The Board approved the adjusted hours, with the contingency that UCAT Administration would ask legal counsel to

review compliance with UCAT mission and with campus and system reporting responsibilities with respect to the hours in question.

On Thursday, 22 January 2015, President Brems, Weber State University President Chuck Wight, Assistant Attorney General Doug Richards, WSU Associate General Counsel Stephanie Hollist, DATC Campus President Michael Bouwhuis and DATC Vice President Russell Galt met to discuss the existing and future operation of the WSU Registered Nursing program on the DATC campus. In that meeting a transition plan was developed for UCAT Board of Trustees' consideration regarding how to move the WSU Registered Nursing program enrollments and funding of the program completely under the auspices of Weber State University by FY 2017. An agreement was developed for the signatures of President Brems, USHE Commissioner David Buhler, DATC Campus President Michael Bouwhuis, and WSU President Chuck Wight, which is attached to the agenda.

Motion to approve the Memorandum of Understanding and FY14 UCAT Student Data.

Motion: Jim Evans, Second: Michael Madsen

Voting: Unanimous

I.B Final Approval of FY 2016 UCAT Budget Request

President Brems explained to the Board that at the 15 January 2015 meeting, the Board considered a modification to the FY 2016 UCAT Budget Request based on questions regarding the reduction of membership hours reported by DATC for the WSU Registered Nursing Program. Because Item A (Final Approval of FY14 UCAT Student Data) has just been approved, it becomes necessary to fall back to the original FY 2016 UCAT Budget Request calculations, which include FY 2014 membership hours being counted for the WSU Registered Nursing program at DATC.

Motion to approve the retention of the original FY 2016 UCAT Budget Request which was approved in the 18 September 2014 Board meeting, to include the FY 2014 membership hours for the WSU Registered Nursing program at DATC.

Motion: Jim Olsen, Second: Mike Angus

Voting: Unanimous

I.C Final Approval of Compensation Recommendation for DATC Campus President Michael J. Bouwhuis

President Brems explained that the UCAT Administration was asked by the Board to conduct a salary study to compare the current salary of Campus President Bouwhuis with other educational leaders in a similar position. President Brems reviewed the results of the study with the Board. He recommended that the salary of President Bouwhuis be capped at \$181,120.00 and that a one-time payment of \$3,000.00 be paid to President Bouwhuis upon successful completion of recommendations made to him in his evaluation.

Motion to approve the compensation recommendation for DATC Campus President Michael J. Bouwhuis.

Motion: Jim Evans, Second: Michael Madsen

Voting: Unanimous

II. INFORMATION ITEMS

II.D Review of UCAT President Letter to Campuses Regarding Nursing Program Partnerships

President Brems explained a letter he drafted with assistance from Vice President Haines regarding the partnerships with institutions for Practical Nursing Programs and Registered Nursing Programs. The letter explains that all enrollment statistics for the Practical Nursing Programs will be counted by UCAT only, and all enrollment statistics for the Registered Nursing Programs will be counted by the partnering institutions to USHE only. The RN membership hours should not be counted by UCAT as they are not UCAT programs.

Adjourn

Motion to Adjourn: Jim Evans, Second: Jim Olsen

Meeting Adjourned at 8:38 a.m.