

Board of Trustees Meeting MINUTES

January 10, 2024		Taylorsville/Redwood Campus AAB 428	8:00 a.m.
Trustee Attendance:	Chair Brady Southwick, Trustees Coralie Alder, Nate Boyer, Yvette Donosso, Starr Fowler, Sunny Washington, Kim Wilson, Tashelle Wright, Joyce Wambuyi and President Denece Huftalin		
Excused:	Vice Chair Lori Chillingworth		
Guests:	Coach Isaac Wood and 22 Cross-Country student athletes, AVP Business Services/Controller, Travis Kartchner, Director, Strategic Analysis/Accreditation, Jessie Winitzky-Stephens, Mellon Fellow Diogo Cosme		
Internal:	<p>Executive Cabinet Members: Interim Provost Jason Pickavance, VP Chris Martin, Finance and Administration/CFO, VP Brett Perozzi, Student Affairs and Enrollment Management, VP Abby McNulty, Institutional Advancement, VP Juone Kadiiri, Institutional Equity, Inclusion & Transformation, VP Leonel Nieto, Institutional Effectiveness</p> <p>SLCC Representatives: Faculty Senate President, Adam Dastrup, Faculty Association President, Kristen Taylor, Staff Association President, Rachel Marcial, Faculty Association VP, Brandi Mair, Development & Foundation Executive Director, Bob Whittaker, Legal Counsel, Chris Lacombe, Executive Assistant to the President and Secretary to the Board of Trustees, Sandra Lehman, OIT Support, Laif Erickson and Dan Johnson</p>		

	AGENDA ITEM	DISCUSSION SUMMARY AND ACTION
I.	BOARD BUSINESS: Brady Southwick, Chair	Chair Southwick opened the meeting at 8:00am and welcomed everyone.
	A. Cross Country Teams!	Coach Isaac Wood and more than twenty student athletes from the cross-country teams joined the meeting. Coach introduced everyone and gave highlights of the season. Several students shared their experiences with trustees.
	B. Audit Committee Report: Trustee Kim R. Wilson, Chair 1. ACTION: Annual Financial Report (GUEST: Travis Kartchner)	Trustee Wilson introduced Travis Kartchner to provide the annual financial report. AVP Business Services/Controller, Travis Kartchner thanked his team for their hard work putting together the

		<p>report; he walked through highlights and said that the financial situation of the College is strong. Trustee Alder motioned to accept the Annual Financial Report as presented. Trustee Wilson seconded the motion. The motion carried unanimously.</p>
	<p>C. Mission Fulfillment Committee Report: Interim VP Nieto (Guest: Jessie Winitzky-Stephens)</p> <p>2. ACTION: Performance Funding Metrics</p>	<p>Interim VP Leonel Nieto introduced Director, Strategic Analysis/Accreditation Jessie Winitzky-Stephens to present on the performance metrics. She provided background information explained that USHE institutions are required to set targets and goals for performance funding. She reviewed the three metrics that are tracked – Access, Timely Completion and High-Yield Awards. Both degree granting and technical colleges are included in the performance metric mandates. She shared 2023 numbers and the goals that have been set for each metric. President Huftalin added more information about the Access Goal as a statewide goal that may be adjusted in the coming year. No USHE institution met the goal and therefore none will receive funding. There is also doubt, with the declining enrollment numbers and the way the metrics are set, that it can be met in the future. Trends in high-yield programs were discussed; SLTC numbers are positive. Encouraging students into high yield programs, and approving those programs are two areas to concentrate on. Student success teams lead by the deans continue to work on improving retention. Chair Southwick reiterated the importance of trustees paying attention to this especially since President Huftalin, who has a very good understanding of how the performance funding process works will not be here. Kristen Taylor recommended that more information</p>

		<p>about the high yield programs be provided for the faculty.</p> <p>Trustee Wilson moved to approve the Performance Funding Metric goals as presented. Trustee Fowler seconded the motion that carried unanimously.</p> <p>Transfers will be discussed at the next meeting in February.</p>
	D. Prison Class Visit: Trustee Chillingworth, President Huftalin	<p>President Huftalin and Trustee Chillingworth attended a class at the State Prison to hear the students' final course presentations where they present to the warden and others on what they feel could be improved within the corrections system. President Huftalin read one student's statement and invited trustees to attend the Prison Program Graduation this summer if they are available.</p>
II.	<p>CONSENT CALENDAR:</p> <p>It is the recommendation of the Chair that the Board approve the following items on the Consent Calendar:</p>	
	A. Executive Session: Approval to hold an Executive Session or Sessions in connection with the meeting of the SLCC Board of Trustees to be held February 14, 2024 to consider matters as permitted by the Utah Open and Public Meetings Act.	<p>Trustee Wilson moved to accept the Consent Calendar as presented; Trustee Alder seconded the motion that carried unanimously.</p>
	B. Minutes of the Previous Meeting, November 8, 2023	
	C. Personnel Report, November, December	
	D. Government Funding Report – Major Grants Requested/ Received	
	E. Investment Report(s), October, November	
	F. Interim Financial Report	
	G. Cash Flow Report	
	H. Annual Athletics Report	
	I. Annual Motor Pool Report	
III.	<p>PRESIDENT'S REPORT</p>	

	<p>A. President's Report: Dr. Deneece Huftalin, President</p> <p>1. INFORMATION: Policy Development Policy (1st Read)</p>	<p>President Huftalin explained the Policy Development Policy and changes being proposed. This is a 1st reading. The 2nd reading and possible approval will take place at the February meeting.</p>
	<p>B. Student Life & Leadership Report: Trustee Joyce Wambuyi</p>	<p>Trustee Wambuyi provided her report. She said that spring semester started on Monday and it's good to be back. The Student Association attended a student leadership conference which was an amazing opportunity to network with other student leaders. They're moving into the election process and she reviewed positions that will be decided. They will be working on initiatives for improving and providing online and digital resources and will continue to work on student connections and affordability.</p>
	<p>C. Finance & Administration Report: VP Chris Martin</p> <p>1. ACTION: Bereavement Leave Policy (2nd Read)</p> <p>2. ACTION: Appointment of Treasurer</p> <p>3. INFORMATION: 5-Year Capital Plan</p> <p>4. INFORMATION: Records Management Policy (1st Read)</p> <p>5. INFORMATION: Leave of Absence Without Pay Policy (1st Read)</p> <p>6. INFORMATION: Education Reimbursement Policy (1st Read)</p>	<p>VP Martin reviewed the Bereavement Leave Policy changes. Trustee Boyer moved to approve the Bereavement Leave Policy as presented. Trustee Fowler seconded the motion. The motion carried unanimously.</p> <p>VP Martin explained with the appointment of Travis Kartchner as the Associate VP for Business Services and Controller, a new treasurer needs to be assigned; he recommends Sean Clayton. Mr. Clayton's resume was provided to trustees. Trustee Washington moved and Trustee Donosso seconded the motion to approve Sean Clayton as the new Public Treasurer. The motion carried unanimously.</p> <p>VP Martin presented the following information items for Trustees:</p> <ol style="list-style-type: none"> 1. 5-Year Capital Fund Plan 2. Records Management Policy 3. Leave of Absence Policy 4. Education Reimbursement Policy <p>The Three policies will be brought to the February meeting for the second reading and possible approval.</p>

	<p>D. Academic Affairs Report: Interim Provost Jason Pickavance</p> <ol style="list-style-type: none"> 1. INFORMATION: Mellon Foundation / Utah Presidential Leadership Fellows Program 2023-24 (GUESTS: Diogo Cosme, Bernice Olivas) 2. ACTION: Curriculum Changes: <ol style="list-style-type: none"> a. Revised Nursing Assistant Certificate b. Discontinued SLTC Certificates: <ol style="list-style-type: none"> i. Accounting Clerk: (CP) ii. Administrative Office Specialist: (CP) iii. Commercial Baking: (CC) iv. Commercial Foods: (CC) v. Computer Programming: (CA) vi. First Line Supervisor: (CA) vii. Medical Scribe: (CA) viii. Windows Network Administration: (CA) c. Approved Credentials: <ol style="list-style-type: none"> i. Medical Assistant: (SLTC)(CC) ii. Medical Coding & Billing: (SLTC)(CC) iii. Digital Design: (SLTC)(CC) iv. Web & Graphic Design: (SLTC)(CC) 	<p>Interim Provost Pickavance introduced Dr. Diogo Cosme Assistant Professor in Spanish and Latin Studies who is participating in the Mellon Foundation/Utah Presidential Leadership Fellow Program for 2023-24. He said that this is the second year the college has participated in the program which helps provide leadership opportunities to two individuals at the college. Assistant Professor Bernice Olivas was unable to attend today but will join the meeting in February to observe.</p> <p>Interim Provost Pickavance reviewed curriculum changes starting with discontinued programs. He provided information about the programs. Trustee Alder moved to approve the discontinuation of the programs as presented; Trustee Wilson seconded the motion that carried unanimously.</p> <p>Interim Provost Pickavance provided information on several programs/credentials for trustee consideration and approval. Trustee Alder moved and Trustee Fowler seconded the motion to approve all the credentials as presented. The motion carried unanimously.</p>
	<p>E. Institutional Advancement Report: VP Abby McNulty</p> <ol style="list-style-type: none"> 1. INFORMATION: Annual Giving Day Plan 2024 	<p>VP McNulty introduced the Executive Director of the Foundation and Development, Bob Whittaker who gave a presentation on the SLCC Annual Giving Day which is scheduled for February 15, 2024. He reviewed the priorities for the event, past donations, and goals for this year. He offered ideas for ways trustees can help. He said that new software will help streamline the event. Chair</p>

		Southwick said that any amount is appreciated, and the goal is for 100% participation. He offered to personally match trustee donations up to \$15,000. Trustee Wilson asked that Mr. Whittaker contact him about trustee challenge/matching donations.
	F. Government & Community Relations Report: VP Tim Sheehan 1. INFORMATION: Legislative Preview	VP Sheehan was unable to attend the meeting and President Huftalin provided the Legislative Preview with the handout that VP Sheehan provided in advance. She said that they will present on January 24 to the Higher Ed Appropriations Committee and she invited trustees to join her and VP Sheehan if they are available. Faculty Senate President Dastrup also invited them to the state-wide GIS event at the Capitol on February 6 from 11-2pm
	G. Institutional Equity, Inclusion and Transformation Report: VP Juone Kadiri 1. INFORMATION: MLK Event	VP Kadiri invited trustees to the MLK event and explained what was planned.
	H. Campus-based & Constituent Reports: 1. INFORMATION: Faculty Association Report – President Kristen Taylor	Kristen Taylor introduced Rachel Marcial the new VP for Faculty Association and reported on Association and Senate Bylaws and Constitutions. She said that Faculty are watching the legislature and she explained academic freedom. She said how important it is to have faculty at the college who are mindful and capable of teaching in a universal way to the broad spectrum of SLCC's students. The diverse perspectives faculty can provide is needed and having support from administration is key. She expressed her frustration with the perception of some that faculty are too far left and are trying to indoctrinate students or push strange political ideology. She invited trustees and legislators to attend any classes they want to observe. She continued her report

		applauding the CBIZ compensation study, explained a few concerns that remain and gave kudos to PWC and HR for their hard work. Last, she congratulated Staff Association President Brandi Mair on the birth of her son on December 1. Chair Southwick thanked everyone for their great work.
IV.	BOARD BUSINESS (continued): Brady Southwick, Chair	
	A. EXECUTIVE SESSION to discuss the purchase, exchange, or lease of real property and the character, professional competence, or physical or mental health of an individual as permitted by Utah Code §52-5-205 (Utah Code Ann.)	Trustee Wilson moved to go into Executive Session to discuss the character, professional competence, or physical or mental health of an individual as permitted by Utah Code at 9:45 a.m. Trustee Donosso seconded the motion that carried unanimously.
	B. ACTION: Approve Nominees for 2024 Honorary Degrees	Trustees exited Executive Session at 10:00 a.m.; no action was taken.
V.	ADJOURNMENT:	The meeting adjourned at 10:00 a.m.

February 14, 2024
date

Sandra Lehman
Sandra Lehman, Executive Assistant to
President Deneece G. Huftalin