



Board of Trustees – August 14, 2024, 8:00 a.m.
The SLCC Board of Trustees will convene for a Board of Trustees Meeting
on August 14, 2024 at 8:00 a.m. at the Taylorsville/Redwood Campus in
AAB428

Meeting to be conducted by Lori Chillingworth, Chair

➤ **Executive Session is not anticipated in connection with this meeting.**

I.	BOARD BUSINESS: Lori Chillingworth, Chair		
	A. Review of Committee Assignments	TAB A	
	B. Audit Committee Report		
II.	CONSENT CALENDAR: It is the recommendation of the Chair that the Board approve the following items on the Consent Calendar:		
	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 October 9, 2024 to consider matters permitted by the Utah Open and Public Meetings Act.		
	B. Minutes of Previous Meeting , June 12, 2024	TAB B	
	C. Personnel Report	TAB C	
	D. Government Funding Report	TAB D	
	E. Investment Report	TAB E	
	F. Interim Financial Report	TAB F	
	G. Cash Flow Report	TAB G	
III.	PRESIDENT'S REPORT: Greg Peterson, President		
	A. Presidents Report – President Greg Peterson 1. INFORMATION : Vision Matrix USHE Presentation Overview 2. INFORMATION : Faculty Tenure Awards	TAB H TAB I	
	B. Student Life & Leadership Report – Trustee Nahomi Rei		
	C. Finance & Administration Report – VP Chris Martin 1. ACTION : Annual Budget Report (GUEST: Darren Marshall) 2. ACTION : Conflict of Interest Policy (2nd Read) 3. ACTION : Weapons Policy (2nd Read) 4. ACTION : Background Checks Policy (2nd Read) 5. ACTION : Employment of Relatives Policy (2nd Read)	TAB J TAB K TAB L TAB M TAB N	
	D. Institutional Effectiveness Report – Interim VP Leonel Nieto 1. ACTION : Approve 2025 Vision Matrix Strategic Objectives and Major Targets 2. INFORMATION : Executive Summary of Accreditation Mid-Cycle Report (GUEST: Jessie Winitzky-Stephens)	TAB O TAB P	
	E. Institutional Advancement Report – VP Abby McNulty 1. INFORMATION : SLCC Foundation and Development Quarterly Report (GUEST: Bob Whittaker)		
	F. Campus-based & Constituents Reports: 1. INFORMATION : Faculty Senate Report, President Gabe Byars		
IV.	ADJOURNMENT:		

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the ADA Coordinator, at 801-957-4041, at least three working days prior to the meeting.

Calendar of Important Events:

Convocation 2024	Monday, August 19 8am-3pm	Taylorsville/Redwood Campus LAC
Gail Miller Utah Leadership Golf Tournament	Monday, September 9, 2024 8am-3pm	Hidden Valley Country Club
Board of Trustees Retreat	Wednesday, September 11, 2024 8:30am-2:30pm	Herriman Campus
Board of Trustees Meeting	Wednesday, October 9, 2024 8-10:30am	Taylorsville/Redwood Campus AAB 428
NWCCU Mid-Cycle Accreditation Visit	Thursday, October 24, 2024 Friday, October 25, 2024 TBD	Taylorsville/Redwood Campus
President's Art Show Reception	Tuesday, October 29, 2024 6-8pm	South City Campus
Board of Trustees Meeting	Wednesday, November 6, 2024 8am-10:30am	Taylorsville/Redwood Campus AAB 428

TAB A

SLCC Board of Trustees 2024-25 Committees

Executive Committee

Trustee Chair Lori Chillingworth
Trustee Vice Chair Coralie Alder
Audit Committee Chair Starr Fowler
President Greg Peterson

Audit Committee

Chair, Starr Fowler
Trustee Kim R. Wilson
Trustee Sunny Washington
VP Chris Martin
Director of Internal Audit Travis Lansing

Finance and Investment Committee

Chair, VP Chris Martin
Trustee Kim R. Wilson
Trustee Tashelle Wright
Trustee Yvette Donosso
Assoc VP Bus Services/Controller
Travis Kartchner

Mission Fulfillment Committee

Chair, [Vacant]
Trustee Nate Boyer
Trustee Starr Fowler
Trustee Sunny Washington
Trustee Tashelle Wright
VP Brett Perozzi
Provost Jason Pickavance
Strategic Analysis & Accreditation Jessie Winitzky-Stephens

Vision Matrix Sub-Committee

Chair, Brady Southwick
Trustee Chair Lori Chillingworth
Trustee Vice Chair Coralie Alder
Trustee Yvette Donosso
Trustee Starr Fowler
President Greg Peterson
VP Leonel Nieto

Community Relations Committee

Academic/Workforce Review
Committee fka Employer
Engagement Committee

Chair, VP Abby McNulty
Trustee Nate Boyer
Trustee Yvette Donosso
Trustee Starr Fowler
Trustee Sunny Washington
VP Tim Sheehan
Provost Jason Pickavance
Assoc VP Jennifer Saunders
Dean Jeff Coker

BOT/HD Nominating Committee

Chair, Coralie Alder
Trustee Nate Boyer
Trustee Starr Fowler
Trustee Kim R. Wilson

Ad Hoc Committees

[Includes one or two members of governing board at the discretion of the chairperson and meet as needed]

Board Development Committee (Trustee Chair Chillingworth, Trustee Wilson, President Peterson)
Legislative Committee (Trustee Southwick, Trustee Donosso, Trustee Washington)
Public Image/Relations Committee (Trustee Alder)
Foundation Board Liaison (Trustee Alder)

Board of Trustees Meeting MINUTES

June 12, 2024		Taylorsville/Redwood Campus AAB 428	8:00 a.m.
Trustee Attendance:	Chair Brady Southwick, Vice Chair Lori Chillingworth, Trustees Kim Wilson, Coralie Alder, Nate Boyer, Yvette Donosso, Starr Fowler, Sunny Washington, Nahomi Rei		
Excused:	Tashelle Wright		
Guests:	Incoming SLCC President, Greg Peterson; USHE Associate Commissioner of Academic Education, Julie Hartley, Student, Savannah Lad, Thayne Center Director, Timothy Davis		
Internal:	<p>Executive Cabinet Members: Interim Provost and Acting President Jason Pickavance, VP Chris Martin, Finance and Administration/CFO, VP Brett Perozzi, Student Affairs and Enrollment Management, VP Abby McNulty, Institutional Advancement, VP Leonel Nieto, Institutional Effectiveness</p> <p>SLCC Representatives: Faculty Senate President, Gabe Byars, Faculty Association President, Rachel Marcial, Staff Association President, Brandi Mair, Legal Counsel, Chris Lacombe, Executive Assistant to the President and Secretary to the Board of Trustees, Sandra Lehman, OIT Support, Dan Johnson</p>		

	AGENDA ITEM	DISCUSSION SUMMARY AND ACTION
I.	BOARD BUSINESS: Brady Southwick, Chair	
	A. Student Stories: Savannah Lad	VP Perozzi introduced student Savannah Lad and Timothy Davis, the Director for the Thayne Center. Mr. Davis provided information about the Thayne Center and what kind of work they do, and he also provided information about their recent event that President Huftalin spoke at. Ms. Lad provided background about herself and information about her involvement with the club of women engineers that she is the president of and been instrumental in helping establish.
	B. Oath of Office – new SLCCSA President, Trustee Nahomi Rei	Chair Southwick administered the oath of office for SLCCSA President and new trustee Nahomi Rei
	C. Special Election of Board Chair and Vice Chair Positions	Trustee Wilson moved and Trustee Donosso seconded the motion to elect Lori Chillingworth as Chair and Coralie Alder as Vice-Chair. The motion carried unanimously. Trustee Southwick will remain on the board for his final year effective at the conclusion of today's meeting.
	D. Approval of FY25 Meeting Schedule	Chair Southwick reviewed the draft schedule of meetings and events for the coming year. Trustee Chillingworth moved to accept as presented; Trustee Fowler seconded the motion that carried unanimously.
	E. Mission Fulfillment Committee Report – Jessie Winitzky-Stephens, Director for Strategic Analysis & Accreditation	Director for Strategic Analysis & Accreditation Jessie Winitzky-Stephens reported on the accreditation review cycles. She provided

information in a PowerPoint presentation and said that they are currently working on the report for the mid-cycle accreditation site visit that will happen on October 24-25, 2024. Evaluators may want to meet with some or all trustees during that visit. Chair Southwick added that the number one concern and issue for the Utah Board of Higher Education is enrollment. UBHE Chair Covington has indicated that she wants to meet with the board members to talk about expectations around the BHAG (Big Hairy Audacious Goal) that has been given to the college to drive enrollment increases. He added that they also feel that adjustments to budgets need to take place that reflect the currently low enrollment numbers. Dr. Winitzky-Stephens fielded questions and explained that in addition to accreditation, her office leads out the strategic plan. VP Leonel Nieto provided additional information about the Enrollment Council and what they do. Dr. Winitzky-Stephens continued her reporting with data on community access rates, enrollment comparisons with peer institution, enrollments for SL County and high school access which Chair Southwick said he felt should be developed and strengthened though concurrent enrollment. Further discussion about the CE program and how it works followed. The presentation continued with a look at retention rates among new versus returning students in comparison with peer institutions and the percentage of students accessing services such as financial aid, advising, and STEM tutoring. FAFSA completion remains a challenge but can help students with the financial aid component. She asked trustees to provide feedback on how well they feel we are achieving our mission for access and what other information or data do they need. Trustees asked that data percentages for tutoring be included with online tutoring. She said that they are starting the work on a framework for the strategic plan for when President Peterson starts. Chair Southwick said that any trustee that wants to work with Ms. Winitzky-Stephens on the strategic work is welcome. The goal is to have something ready for the September Retreat to start shifting the enrollment numbers. Trustee Chillingworth would like to pull a group together as a sub-committee to start working specifically on enrollment, retention, and completion to work in conjunction with the Mission Fulfillment Committee and Enrollment Council work that is happening. Dr. Winitzky-Stephens will continue the review of Access & Success looking at the next objective at the August meeting.

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	B. Minutes of Previous Meeting
	C. Personnel Report
	D. Government Funding Report
	E. Investment Report
	F. Interim Financial Report
	G. Cash Flow Report
	H. Annual Surplus Property Report
III.	PRESIDENT'S REPORT:
	A. President's Report - Acting President, Jason Pickavance 1. INFORMATION: Presidential Transition 2. INFORMATION: Commencement and Prison Education Program Graduation follow-up 3. INFORMATION: Athletics Update
	B. Student Life & Leadership Report – Trustee Nahomi Rei Trustee Rei asked how social media and marketing is involved to help drive enrollments. VP McNulty gave an overview of what her department has been working on, and what they plan to do. Trustee Rei provided more information about the student experience. Discussion followed a about exploring using TikTok and working with high schools and clubs.
	C. Academic Affairs Report – Interim Provost Jason Pickavance 1. ACTION: Academic Curriculum Changes: <ul style="list-style-type: none"> New Commercial Music (CTE)(AAS) Discontinue Music Recording Technology (AAS) Discontinue Media Music (AAS) New <u>Earth and Environmental Science</u> (AS) consolidation Interim Provost and Acting President Pickavance explained academic curriculum changes proposed. He reminded trustees that we are trying to not only start new programs but to discontinue or combine programs to be more relevant and for more technical alignment. Trustee Washington moved and Trustee Wilson seconded the motion to accept all the curriculum changes as proposed. The motion carried unanimously.

	<p>Discontinue <u>Atmospherics Science</u> (AS)</p> <p>Discontinue <u>Geographic Information Science</u> (AS)</p> <p>Discontinue <u>Geology</u> (AS)</p> <ul style="list-style-type: none"> • Substantive revision and name change Drones & GIS (AAS) was Geospatial Technology (AAS) • Substantive revision <u>Automation Technology</u> (SLTC) curriculum alignment and title change • Substantive revision <u>Robotics Technology</u> (SLTC) curriculum alignment and title change • Substantively revised <u>Electronics Assembly Technology</u> (SLTC) (CA) USHE tech align • Discontinue <u>Energy Management</u> (AAS) degree • Consolidate <u>Micro-/Nanotechnology</u> certificate • Power Equipment and Motorcycle Technology – substantively revised; moved to SLTC certificate 	
	<p>D. Finance & Administration Report – VP Chris Martin</p> <ol style="list-style-type: none"> 1. INFORMATION: Annual IT Report (GUEST: Casey Moore) 2. ACTION: Emergency Management Policy (2nd Read) 3. ACTION: Tuition Benefits Policy (2nd Read) 4. ACTION: Drug and Alcohol-Free Workplace Policy (2nd Read) 5. INFORMATION: Conflict of Interest Policy (1st Read) 6. INFORMATION: Weapons Policy (1st Read) 7. INFORMATION: Background Checks Policy (1st Read) 8. INFORMATION: Employment of Relatives Policy (1st Read) 	<p>VP Martin introduced CIO Casey Moore who presented the annual IT Report. Trustee Wilson added that the Audit Committee has also been involved meeting with Tanner representatives to talk about the report they prepared for OIT applications. USHE involvement in OIT was also explained.</p> <p>VP Martin presented the Emergency Management Policy, the Tuition Benefits Policy and the Drug and Alcohol-Free Workplace Policy as second reads. Trustee Alder moved to approve all three policies; Trustee Donosso seconded the motion that carried unanimously.</p> <p>VP Martin provided a brief overview of the Conflict of Interest Policy, Weapons Policy, Background Checks Policy and Employment of Relatives Policy that trustees have for a 1st reading. No action is needed; the 2nd reading, and action will take place at the August meeting.</p>
	<p>E. Campus-based & Constituents Report – Staff Association President Brandi Mair</p>	<p>Staff Association President Brandi Mair provided the join constituent group report.</p>

IV.	ADJOURNMENT:	Trustee Chillingworth moved to adjourn the meeting at 9:55am; the motion was seconded and carried unanimously.
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date

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

DRAFT

SALT LAKE COMMUNITY COLLEGE
PERSONNEL HIRING REPORT

June 1- 30, 2024

TAB C

Name	Title	Department	Date
ADMINISTRATION			
Jessica Berryman	Associate Dean, Department of Biology	Biology	June 1, 2024
James Jackson	Director, Business Center (MBDA)	The Mill Entrepreneurship Center	June 1, 2024
FACULTY			
STAFF--EXEMPT			
Ashley Achee	Training & Development Coordinator	Staff Development	June 16, 2024
Mariah Krizman	Accountant 3 Grants and Contracts	Controller-3B1	June 16, 2024
Kari Porter	Coordinator 3, Learning Outcomes Assessment	Learning Advancement-2A0	June 16, 2024
STAFF--NON-EXEMPT			
Jovan Delagarza	Specialist 1, Facilities Custodial Floor Maintenance Night Sh	Facilities-Custodial	June 1, 2024
Carrie Declou	FT Custodian, Night Shift	Facilities-Custodial	June 1, 2024
Kamsi Nnah	FT Custodian, Night Shift	Facilities-Custodial	June 1, 2024
John Cowgill	Manager 2, Custodial	Facilities-Custodial	June 1, 2024
Dalili Amisi	HVAC Technician 2	Facilities Heat Plant	June 1, 2024
Dulce Hashmi	Administrative Assistant I, Mathematics	School of Mathematics	June 16, 2024

SALT LAKE COMMUNITY COLLEGE

PERSONNEL HIRING REPORT

July 1- 31, 2024

Name	Title	Department	Date
ADMINISTRATION			
Alia Criddle	Interim Director of Faculty Development	Faculty Development	July 1, 2024
Gregory Peterson	President	President Office	July 1, 2024
FACULTY			
STAFF--EXEMPT			
Lizanell Boman	Librarian 1, Open Education & Liaison Librarian	Library Services	July 1, 2024
Elizabeth Scholes	Librarian 1, Reference & Liaison Librarian	Library Services	July 1, 2024
Joshua Hansen	Program Manager 1, Nursing Admissions & Marketing	School of Health Sciences	July 1, 2024
Deborah Mahre	Administrative Asst. III, Office of the VP for Finance and Administration/CFO	Office of the VP for Finance and Administration/CFO	July 16, 2024
STAFF--NON-EXEMPT			
Isabel Decker	Specialist 1, Furniture Set-Up	Facilities Moving/Utilities-3J2	July 1, 2024
Byron Campos Rodriguez Jr	Specialist 1	Cashiering	July 1, 2024
Antoine Murillo	HVAC Technician 1	HVAC	July 1, 2024
Dakota Derbidge	Specialist 1, Facilities Custodial Floor Maintenance (Night Shift)	Facilities- Custodial	July 1, 2024
Mike Bowers	Coordinator 1, Clinical Assistant, Nursing	Nursing	July 1, 2024
Keith Heden	Specialist 1, Facilities Custodial Floor Maintenance (Night Shift)	Facilities-Custodial	July 8, 2024
Elissa Demartin	Administrative Assistant I, Dept. English, Linguistics & Writing Studies (ELWS)	English (School of Humanities & Social Science)-2F3	July 16, 2024

Vice President of Government and Community Relations
Office of Sponsored Projects: Government Funding Report
Board of Trustees Meeting: July 2024

TAB D

SUBMITTED FUNDING PROPOSALS UNDER CONSIDERATION

Funding Agency: Project Name	Date Submitted	Amount Requested	Receipt of Award	Status	Amount Funded	Period of Performance	Program Administration
DOJ Collaborative SP Program	5/7/2002	\$549,973		Under Consideration		10/1/24-9/30/27	School of Health Sciences
ED (MCCD) Open Textbooks Pilot	3/1/2024	\$362,167		Under Consideration		7/1/24-6/30/28	Open Education Resources
ED TRIO SSS Disability	7/15/2024	\$1,361,820		Under Consideration		9/1/25-8/31/30	Student Support Services
ED TRIO SSS South City	7/15/2024	\$1,361,820		Under Consideration		9/21/25-8/31/30	Student Support Services
ED TRIO SSS R Renewal	7/15/2024	\$1,898,730		Under Consideration		9/1/25-8/31/30	Student Support Services
ED SSS-STEM Jordan	7/15/2024	\$1,361,820		Under Consideration		9/1/25-8/31/30	Student Support Services
ED TRIO SSS-STEM Renewal	7/15/2024	\$1,361,925		Under Consideration		9/1/25-8/31/30	Student Support Services
ED TRIO SSS-Veterans	7/15/2024	\$1,361,820		Under Consideration		9/1/25-8/31/30	Student Support Services
HHS ACF RCP (AAU) Refugee Student Success	6/28/2024	\$110,232		Under Consideration		9/30/24-9/29/27	Student Success
NASA Space Consortium	3/12/2557	\$40,000		Under Consideration		5/18/25-5/17/29	Natural Science and Engineering
Carl Perkins 24	5/1/2024	\$353,042		Under Consideration		7/1/24-6/30/25	School of Applied Technology and Technical Specialties
NEH Ethnography	5/7/2024	\$150,000		Under Consideration		2/1/25-7/31/26	School of Humanities/ Social Science
NIH (UU) R25 Mentoring	2/13/2024	\$39,012		Under Consideration		12/1/24-11/30/29	School of Science, Math and Engineering
RWJF S4A Developmental Study	5/22/2024	\$97,655		Under Consideration		9/15/24-9/14/25	School of Health Sciences
SLCAC Grand Theatre Youth	6/18/2024	\$19,700		Under Consideration		9/1/24-8/31/25	School of Arts, Communication and Media
SLCo: ZAP Tier II Grand Theatre 2024-2025 Season	4/29/2024	\$90,000		Under Consideration		7/1/24-6/30/25	School of Arts, Communication and Media
UDEM EMPG 2024-25	5/22/2024	\$20,000		Under Consideration		7/1/24-6/30/25	Public Safety
USDA 3501 Program	7/5/2024	\$750,000		Under Consideration		9/1/24-8/31/27	Business Development Resources
USHE CompSCI Cybersecurity	6/6/2024	\$211,678		Under Consideration		9/1/24-6/30/25	SAT Instruction
USHE HTWD Surg Tech	7/22/2024	\$50,650		Under Consideration		9/1/24-8/31/25	School of Health Sciences
USHE UTW Principles of Scientific Molding	7/9/2024	\$78,000		Under Consideration		9/1/24-8/31/25	Salt Lake Technical College

NEWLY FUNDED AWARDS

Funding Agency: Project Name	Date Submitted	Amount Requested	Receipt of Award	Status	Amount Funded	Period of Performance	Program Administration
IME BECAS	5/3/2024	\$11,025	6/11/2024	New Award	\$6,000	7/1/24-6/30/25	Student Services
NSF: (USU) Biotech ExLENT	9/6/2023	\$19,587	6/18/2024	New Award	\$19,587	8/1/24-2/28/27	School of Science, Math and Engineering
UHEAN Dental Hygiene 24-25	2/28/2024	\$0	6/7/2024	New Award	48 Slots	8/15/24-8/14/25	School of Health Sciences
USL LSTA Bridging the Digital Divide	5/30/2024	\$17,500	7/1/2024	New Award	\$21,992	7/1/24-8/31/25	Library Services

ACTIVE AWARDS

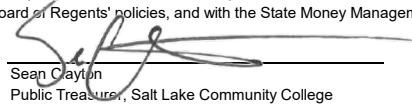
Funding Agency: Project Name	Date Submitted	Amount Requested	Receipt of Award	Status	Amount Funded	Period of Performance	Program Administration
UDVMA 24-25 Veterans Initiatives	3/18/2024	\$21,530	5/14/2024	Awarded	\$21,530	7/1/24-6/30/25	Student Affairs
GOEO MBDA Finance Framework	4/2/2024	\$100,000	4/2/2024	Awarded	\$100,000	4/1/24-12/31/24	Business Development Resources
SBA WVETP	3/21/2024	\$362,167	5/3/2024	Awarded	\$362,167	7/1/24-6/30/28	Business Development Resources
SLCo 2025 Co-OP	4/15/2024	\$38,152	4/15/2024	Awarded	\$38,152	1/1/24-12/31/24	Business Development Resources
Tracy Aviary Urban Avian Ecology	12/15/2023	\$9,795	2/12/2024	Awarded	\$19,699	2/15/24-2/14/25	Biology
USHE: UTW Adv Mfg Entry Level Training	10/3/2023	\$699,582	10/30/2023	Awarded	\$557,832	12/1/23-11/30/24	Salt Lake Technical College
SBA (USU) SBDC CY24	8/15/2023	\$260,000	10/20/2023	Awarded	\$260,000	1/1/24-12/31/24	Business Development Resources
DOD (BioMade (USTEM Fndn) Biotech	6/12/2023	\$51,788	9/6/2023	Awarded	\$16,490	4/22/24-6/30/25	Biology
SLCAC: Grand Youth Afterschool Theatre Program	6/1/2023	\$7,000	9/1/2023	Awarded	\$4,600	9/1/23-8/31/24	School of Arts, Communication and Media
Healthcare Workforce Development: LPN	6/29/2023	\$253,910	7/12/2023	Awarded	\$253,910	7/1/24-6/30/25	School of Applied Technology and Technical Specialties
USHE: Talent Ready Utah, Cybersecurity & Programming Foundations	6/29/2023	\$301,633	7/11/2023	Awarded	\$196,543	9/1/23-8/31/24	Workforce and Economic Development
USHE UTW ManfOnboarding	6/28/2023	\$35,000	7/11/2023	Awarded	\$227,500	7/1/23-11/30/25	Salt Lake Technical College
Utah Higher Ed AmeriCorps Network: Education Award Slots	2/28/2024	48 slots	6/7/2024	Awarded	48 slots	8/15/24-8/14/25	Allied Health
ED: Experimental Sites Initiative, Second Chance Pell to PEP Transition	5/17/2023	\$0	6/22/2023	Awarded	\$0	7/1/23-6/30/26	Academic Operations
ED: PACE Program (Earmark)	4/7/2023	\$390,000	7/20/2023	Awarded	\$390,000	6/1/23-5/31/26	Student Affairs
UDA&M: Utah Original Writing Competition	12/1/2022	\$30,000	5/25/2023	Awarded	\$118,000	4/1/23-6/30/26	School of Humanities and Social Science

ED: Campus Internship Program (Earmark)	6/30/2022	\$500,000	10/4/2022	Awarded	\$500,000	9/1/22-8/31/24	Student Affairs
Dept. of Commerce: Utah MBDA Business Center	5/31/2022	\$1,707,138	9/22/2022	Awarded	\$350,000	9/1/22-6/30/26	Business Development Resources
ED: Child Care Access Means Parents in School (CCAMPIS)	7/11/2022	\$648,200	9/20/2022	Awarded	\$637,612	10/1/22-9/30/26	Student Affairs
HRSA: AHEC 2022	4/1/2022	\$739,289	9/7/2022	Awarded	\$1,662,329	9/1/22-8/31/27	AHEC
USHE:UTW SLTC CNA - Utah WorksHealthcare Tuition	8/8/2022	\$309,380	8/18/2022	Awarded	\$139,580	9/1/22-12/31/24	School of Applied Technology and Technical Specialties
DWS: Child Care Stabilization Grant	12/17/2021	\$150,000	3/4/2022	Awarded	\$470,000	1/1/22-8/31/24	School of Humanities and Social Science
ED: Talent Search, Salt Lake School District	2/25/2021	\$1,422,940	8/6/2021	Awarded	\$1,422,940	9/1/21-8/31/26	Student Affairs
DWS: Business Training & Coaching for Child Care Providers	6/10/2021	\$169,593	6/25/2021	Awarded	\$839,181	7/1/21-6/30/25	Workforce and Economic Development
NSF (Penn State, lead): Nanotechnology Center Grant	10/1/2019	\$60,000	10/9/2020	Awarded	\$52,567	9/1/20-8/31/24	School of Science, Math and Engineering
NSF: Increasing STEM Success through Scholarships and Support Services	3/25/2020	\$999,964	12/15/2020	Awarded	\$999,964	12/15/20-11/30/25	School of Science, Math and Engineering
ED: Student Support Services, STEM	1/24/2020	\$1,265,260	8/12/2020	Awarded	\$261,909	9/1/20-8/31/25	Student Affairs
ED: Student Support Services	1/27/2020	\$1,834,520	8/12/2020	Awarded	\$1,898,730	9/1/20-8/31/25	Student Affairs
NSF (Middlebury College, Lead): Critical Zone Collaborative	12/2/2019	\$423,436	7/28/2020	Awarded	\$401,139	9/1/20-8/31/25	School of Science, Math and Engineering
NASA (UofU, Lead): Aeronautics Education	9/30/2019	\$60,000	7/14/2020	Awarded	\$67,485	5/18/20-5/17/25	School of Science, Math and Engineering
ACF-ORR (DWS): Short-term Occupational Training for Refugees	8/2/2018	\$272,899	10/23/2018	Awarded	\$907,741	5/1/18-9/30/24	Workforce and Economic Development
NEWLY FUNDED AWARDS:			\$47,579				
TOTAL FUNDING REQUESTS UNDER CONSIDERATION:			\$11,277,002				
TOTAL FUNDING FOR ACTIVE AWARDS:			\$12,950,100				

TAB E

TO: BRADY SOUTHWICK, CHAIR OF THE BOARD OF TRUSTEES

To the best of my knowledge, the investment reports presented to you accurately reflect the investment activity, the cost, and market value of all investments at month end, and all investments conform with College and Board of Regents' policies, and with the State Money Management Act and the rules of the State Money Management Council.


Sean Clayton
Public Treasurer, Salt Lake Community College

SALT LAKE COMMUNITY COLLEGE MONEY MANAGEMENT INVESTMENTS INVESTMENT PORTFOLIO AT 5-31-2024

	Rate of Return	Settlement Date	Maturity Date	Cost	Market Value
<u>US Treasury Obligations and Agency Bonds</u>					
United States Treasury	3.13%	08/04/22	08/15/24	7,990,166.74	7,951,562.48
	4.21%	01/17/23	12/31/24	10,001,878.32	9,937,695.30
	4.89%	08/15/23	08/15/25	7,844,833.30	7,814,375.04
	4.70%	02/15/24	10/31/25	2,710,654.57	2,696,835.92
	4.76%	03/27/24	10/31/25	2,006,181.04	1,997,656.24
	4.50%	02/06/24	11/15/25	1,999,898.40	1,984,218.76
	4.37%	01/08/24	12/31/25	9,982,234.80	9,880,859.40
	4.77%	05/30/24	04/15/27	1,985,969.00	1,988,593.76
	4.76%	05/30/24	05/15/27	1,986,170.55	1,988,906.24
	4.38%	02/20/24	09/30/27	1,984,905.58	1,967,109.38
	4.38%	02/20/24	10/31/27	1,984,219.76	1,966,406.24
Federal Agricultural Mortgage Corporation	5.06%	11/24/23	09/08/25	1,897,304.52	1,891,074.62
	5.40%	10/16/23	10/16/28	2,000,000.00	1,997,204.84
	4.92%	11/01/23	11/01/28	2,000,000.00	2,023,860.78
	4.38%	02/09/24	02/09/29	2,000,000.00	1,938,814.74
Federal Farm Credit Bank	4.34%	09/19/22	09/19/24	2,000,000.00	1,992,295.64
	4.33%	10/17/22	10/17/24	2,000,276.60	1,992,706.26
	4.83%	11/10/22	01/10/25	2,950,770.36	2,943,584.96
	4.77%	07/11/23	04/10/26	1,995,160.00	1,989,210.10
	4.00%	04/18/23	04/13/26	1,991,456.62	1,958,395.48
	4.45%	07/17/23	07/17/26	2,006,611.16	1,987,476.36
	4.57%	07/21/23	07/17/26	2,002,097.21	1,987,476.36
	4.98%	10/11/23	09/01/26	1,990,681.12	1,995,748.66
	4.83%	12/14/23	12/11/26	2,000,000.00	1,980,514.08
	5.50%	10/11/23	10/02/28	1,998,266.64	1,997,316.02
	4.31%	12/15/23	12/15/28	1,995,212.02	1,975,397.52
Federal Home Loan Bank	2.88%	06/14/22	06/14/24	2,000,000.00	1,998,383.08
	4.92%	03/01/23	02/13/25	1,346,360.85	1,342,783.55
	2.00%	02/28/22	02/27/25	2,000,000.00	1,952,962.54
	1.25%	12/30/21	06/30/25	2,000,000.00	1,922,547.26
	4.05%	07/28/22	07/28/25	2,000,000.00	1,977,410.56
	4.05%	07/28/22	07/28/25	2,000,000.00	1,977,410.56
	3.85%	05/04/23	03/13/26	2,021,481.78	1,984,510.66
	0.88%	03/23/21	03/23/26	1,000,000.00	928,842.61
	5.00%	10/11/23	06/12/26	1,976,735.04	1,979,954.12
	1.13%	07/29/21	07/29/26	2,000,000.00	1,845,547.38
	1.10%	08/30/21	08/24/26	2,000,000.00	1,839,540.76
	1.00%	08/25/21	08/25/26	2,000,000.00	1,835,233.50
	4.95%	11/01/23	09/11/26	1,996,807.68	2,002,514.32
	1.00%	10/14/21	10/14/26	2,000,000.00	1,823,829.06
	1.25%	10/28/21	10/28/26	2,000,000.00	1,834,065.24
	1.38%	11/16/21	11/16/26	2,000,000.00	1,834,308.12
	1.50%	11/23/21	11/23/26	2,000,000.00	1,838,734.64
	1.63%	12/30/21	12/30/26	2,000,000.00	1,835,620.16
	4.80%	06/23/23	06/23/28	2,000,000.00	1,978,528.80
	4.43%	02/13/24	02/12/29	1,997,405.32	1,953,798.24
	5.00%	03/19/24	03/19/29	2,000,000.00	1,986,086.32
	5.10%	04/30/24	04/26/29	2,000,000.00	2,003,043.36
Federal Home Loan Mortgage Corporation	3.00%	06/23/22	09/23/24	2,000,000.00	1,984,084.54
	2.65%	04/18/22	10/08/24	2,238,930.86	2,216,147.09
	3.00%	04/29/22	10/29/24	2,000,000.00	1,979,307.32
	4.10%	08/19/22	02/19/25	2,000,000.00	1,982,692.46
	5.00%	10/24/22	04/24/25	2,000,000.00	1,994,035.96
	3.10%	04/25/22	04/25/25	2,000,000.00	1,961,238.88
	3.40%	05/27/22	05/23/25	2,000,000.00	1,963,616.12
Federal National Mortgage Association	4.13%	08/30/22	08/28/25	2,000,000.00	1,974,505.76

	<u>Rate of Return</u>	<u>Settlement Date</u>	<u>Maturity Date</u>	<u>Cost</u>	<u>Market Value</u>
<u>Medium Term Floating Rate Bonds</u>					
Citigroup Inc	4.74%	08/12/22	08/12/25	2,000,000.00	1,970,418.04
	6.14%	01/19/24	12/04/26	2,016,662.85	2,026,177.82
Goldman Sachs GP Inc	5.84%	08/12/21	08/12/24	1,000,000.00	999,096.27
JP Morgan	6.27%	03/02/23	02/24/26	2,002,640.00	2,006,906.00
	6.13%	01/12/24	12/08/26	2,014,404.30	2,026,294.00
Royal Bank of Canada	4.89%	08/04/22	08/04/25	2,000,000.00	1,974,461.06

Mutual Funds, PTIF, Sweep Account

Mutual Funds - Bruin Club					
Fidelity Janus Strategic Value Fund	6.58%	Various	Open	35,000.00	151,472.28
Janus Forty Fund	26.81%	Various	Open	41,250.00	228,166.77
The Vanguard 500 Index Fund	22.03%	Various	Open	43,750.00	270,776.97
Mutual Funds - Alumni Office					
Janus Research Fund	33.18%	Various	Open	26,500.00	106,766.27
Janus Enterprise Fund	10.59%	Various	Open	31,500.00	115,439.51
The Vanguard 500 Index Fund	22.03%	Various	Open	27,000.00	161,105.79
Grand Theatre					
Vanguard LifeStrategy Conservative Growth Fund	8.54%	12/26/06	Open	95,717.01	190,192.49
Utah State Treasurer					
Public Treasurers' Investment Fund	5.36%	05/31/24	Open	10,360,565.63	10,360,565.63
Zions First National Bank					
Sweep Account	1.50%	05/31/24	Open	2,641,617.82	2,641,617.82
Total Investment Portfolio				<u>164,219,277.45</u>	<u>162,786,034.87</u>

2018 Revenue Bond Holdings

Utah State Treasurer					
Public Treasurers' Investment Fund	5.36%	05/31/24	Open	1,582,061.57	1,589,377.47

SALT LAKE COMMUNITY COLLEGE
INVESTMENT TRANSACTIONS
May 2024

Description	Interest	Settlement Date	Maturity Date	Call Date	Cost
Investments - April 30, 2024					165,777,440.27
<u>PURCHASES</u>					
United States Treasury U.S. Treasury Note	4.77%	05/30/24	04/15/27	None	1,985,543.82
United States Treasury U.S. Treasury Note	4.76%	05/30/24	05/15/27	None	1,985,763.80
Utah State Treasurer Public Treasurers' Investment Fund	5.36%	Various	Various	None	14,489,909.86
Zions First National Bank Sweep Account	1.50%	Various	Various	None	<u>8,479,051.64</u>
Total Purchases					26,940,269.12
<u>SALES / MATURITIES / CALLS</u>					
Net Premium/Discount Amortization					(24,319.62)
Medium Term Floating Bond Athene Global Funding	6.15%	05/28/21	05/24/24	None	2,000,000.00
Medium Term Floating Bond Athene Global Funding	6.00%	09/09/21	05/24/24	None	2,000,000.00
Utah State Treasurer Public Treasurers' Investment Fund	5.36%	Various	Various	None	16,900,000.00
Zions First National Bank Sweep Account	1.50%	Various	Various	None	<u>7,622,751.56</u>
Total Sales					28,498,431.94
Investments - May 31, 2024					<u><u>164,219,277.45</u></u>

**MONEY MANAGEMENT INVESTMENTS
SUMMARY OF INVESTMENT TRANSACTIONS
FOR THE YEAR ENDING JUNE 30, 2024**

Month	Beginning Balance	Purchases	Sales	Ending Balance	Weighted Average Balance	Interest and Dividends**	Interest Rate**
July 2023	174,430,937.16	32,697,344.78	41,037,587.98	166,090,693.96	168,100,865.85	572,436.01	3.95%
August 2023	166,090,693.96	66,339,385.79	54,745,157.60	177,684,922.15	171,241,816.56	550,281.17	3.73%
September 2023	177,684,922.15	19,120,539.90	21,634,858.52	175,170,603.53	177,775,899.04	546,659.57	3.69%
October 2023	175,170,603.53	28,669,010.28	34,708,532.60	169,131,081.21	171,578,997.05	569,272.12	3.85%
November 2023	169,131,081.21	36,303,498.47	36,444,032.70	168,990,546.98	173,234,793.41	671,415.08	4.65%
December 2023	168,990,546.98	23,353,947.62	26,787,830.81	165,556,663.79	168,374,343.67	631,205.74	4.35%
January 2024	165,556,663.79	66,706,133.90	60,197,748.48	172,065,049.21	170,116,433.35	625,614.93	4.27%
February 2024	172,065,049.21	44,339,847.72	45,793,001.61	170,611,895.32	189,298,208.89	676,833.91	4.44%
March 2024	170,611,895.32	32,455,006.08	36,161,234.95	166,905,666.45	177,200,716.35	662,588.73	4.34%
April 2024	166,905,666.45	21,370,908.79	22,499,134.97	165,777,440.27	177,457,491.97	560,545.22	3.79%
May 2024	165,777,440.27	26,940,269.12	28,498,431.94	164,219,277.45	175,625,866.96	670,308.88	4.43%
June 2024							
		398,295,892.45	408,507,552.16		174,545,948.46 *	6,737,161.36	4.14% *

* Based on average of months shown

** Includes unrealized gains/losses on mutual fund holdings



Dr. Deneece Huftalin, President

TO: LORI CHILLINGWORTH, CHAIR OF THE BOARD OF TRUSTEES

To the best of my knowledge, the investment reports presented to you accurately reflect the investment activity, the cost, and market value of all investments at month end, and all investments conform with College and Board of Regents' policies, and with the State Money Management Act and the rules of the State Money Management Council.


Sean Clayton
Public Treasurer, Salt Lake Community College

**SALT LAKE COMMUNITY COLLEGE
MONEY MANAGEMENT INVESTMENTS
INVESTMENT PORTFOLIO AT 6-30-2024**

	<u>Rate of Return</u>	<u>Settlement Date</u>	<u>Maturity Date</u>	<u>Cost</u>	<u>Market Value</u>
<u>US Treasury Obligations and Agency Bonds</u>					
United States Treasury	3.13%	08/04/22	08/15/24	7,995,083.41	7,969,687.52
	4.21%	01/17/23	12/31/24	10,001,565.28	9,946,289.10
	4.89%	08/15/23	08/15/25	7,855,916.63	7,832,187.52
	4.70%	02/15/24	10/31/25	2,710,027.83	2,700,105.46
	4.76%	03/27/24	10/31/25	2,005,794.72	2,000,078.12
	4.50%	02/06/24	11/15/25	1,999,904.04	1,987,812.50
	4.37%	01/08/24	12/31/25	9,983,221.76	9,904,296.90
	4.77%	05/30/24	04/15/27	1,986,394.18	1,997,343.76
	4.76%	05/30/24	05/15/27	1,986,577.30	1,997,656.24
	4.38%	02/20/24	09/30/27	1,985,282.94	1,977,968.76
	4.38%	02/20/24	10/31/27	1,984,604.64	1,978,046.88
Federal Agricultural Mortgage Corporation	5.06%	11/24/23	09/08/25	1,904,150.88	1,900,830.78
	5.40%	10/16/23	10/16/28	2,000,000.00	1,998,781.46
	4.92%	11/01/23	11/01/28	2,000,000.00	2,037,032.28
	4.38%	02/09/24	02/09/29	2,000,000.00	1,956,483.56
Federal Farm Credit Bank	4.34%	09/19/22	09/19/24	2,000,000.00	1,993,664.64
	4.33%	10/17/22	10/17/24	2,000,207.43	1,992,840.62
	4.83%	11/10/22	01/10/25	2,950,660.30	2,943,390.14
	4.77%	07/11/23	04/10/26	1,995,380.00	1,992,607.60
	4.00%	04/18/23	04/13/26	1,991,844.95	1,963,003.44
	4.45%	07/17/23	07/17/26	2,006,346.72	1,993,784.80
	4.57%	07/21/23	07/17/26	2,002,013.32	1,993,784.80
	4.98%	10/11/23	09/01/26	1,991,026.26	2,000,740.80
	4.83%	12/14/23	12/11/26	2,000,000.00	1,980,205.82
	5.50%	10/11/23	10/02/28	1,998,299.97	1,998,800.90
	4.31%	12/15/23	12/15/28	1,995,300.69	1,987,093.04
Federal Home Loan Bank	4.92%	03/01/23	02/13/25	1,346,815.74	1,343,950.43
	2.00%	02/28/22	02/27/25	2,000,000.00	1,956,830.76
	1.25%	12/30/21	06/30/25	2,000,000.00	1,920,312.12
	4.05%	07/28/22	07/28/25	2,000,000.00	1,976,917.40
	4.05%	07/28/22	07/28/25	2,000,000.00	1,976,917.40
	3.85%	05/04/23	03/13/26	2,020,458.84	1,987,826.68
	0.88%	03/23/21	03/23/26	1,000,000.00	933,430.13
	5.00%	10/11/23	06/12/26	1,977,704.42	1,983,354.28
	1.13%	07/29/21	07/29/26	2,000,000.00	1,854,640.22
	1.10%	08/30/21	08/24/26	2,000,000.00	1,848,920.42
	1.00%	08/25/21	08/25/26	2,000,000.00	1,844,665.10
	4.95%	11/01/23	09/11/26	1,996,925.92	2,005,148.74
	1.00%	10/14/21	10/14/26	2,000,000.00	1,833,647.28
	1.25%	10/28/21	10/28/26	2,000,000.00	1,843,804.66
	1.38%	11/16/21	11/16/26	2,000,000.00	1,844,027.98
	1.50%	11/23/21	11/23/26	2,000,000.00	1,848,416.12
	1.63%	12/30/21	12/30/26	2,000,000.00	1,851,899.14
	4.51%	06/26/24	03/12/27	2,017,847.75	2,013,590.48
	4.80%	06/23/23	06/23/28	2,000,000.00	1,992,029.92
	4.43%	02/13/24	02/12/29	1,997,451.65	1,968,350.32
	5.00%	03/19/24	03/19/29	2,000,000.00	2,008,715.12
	5.10%	04/30/24	04/26/29	2,000,000.00	1,996,710.78
Federal Home Loan Mortgage Corporation	3.00%	06/23/22	09/23/24	2,000,000.00	1,987,527.14
	2.65%	04/18/22	10/08/24	2,239,198.17	2,220,567.46
	3.00%	04/29/22	10/29/24	2,000,000.00	1,982,315.08
	4.10%	08/19/22	02/19/25	2,000,000.00	1,984,496.58
	5.00%	10/24/22	04/24/25	2,000,000.00	1,995,768.90
	3.10%	04/25/22	04/25/25	2,000,000.00	1,966,354.10
	3.40%	05/27/22	05/23/25	2,000,000.00	1,968,440.88
Federal National Mortgage Association	4.13%	08/30/22	08/28/25	2,000,000.00	1,980,058.94

	<u>Rate of Return</u>	<u>Settlement Date</u>	<u>Maturity Date</u>	<u>Cost</u>	<u>Market Value</u>
<u>Medium Term Floating Rate Bonds</u>					
Citigroup Inc	4.74%	08/12/22	08/12/25	2,000,000.00	1,971,453.58
	6.16%	01/19/24	12/04/26	2,016,107.42	2,023,947.48
Goldman Sachs GP Inc	5.84%	08/12/21	08/12/24	1,000,000.00	999,440.18
JP Morgan	6.27%	03/02/23	02/24/26	2,002,508.00	2,008,219.84
	6.14%	01/12/24	12/08/26	2,013,923.16	2,027,026.46
Royal Bank of Canada	4.89%	08/04/22	08/04/25	2,000,000.00	1,976,323.24

Mutual Funds, PTIF, Sweep Account

Mutual Funds - Bruin Club					
Fidelity Janus Strategic Value Fund	8.64%	Various	Open	35,000.00	155,203.36
Janus Forty Fund	31.61%	Various	Open	41,250.00	241,062.76
The Vanguard 500 Index Fund	24.51%	Various	Open	43,750.00	280,482.99
Mutual Funds - Alumni Office					
Janus Research Fund	38.76%	Various	Open	26,500.00	113,596.99
Janus Enterprise Fund	10.12%	Various	Open	31,500.00	115,868.31
The Vanguard 500 Index Fund	24.51%	Various	Open	27,000.00	166,880.58
Grand Theatre					
Vanguard LifeStrategy Conservative Growth Fund	9.01%	12/26/06	Open	95,717.01	192,273.90
Utah State Treasurer					
Public Treasurers' Investment Fund	5.36%	06/30/24	Open	8,411,557.43	8,411,557.43
Zions First National Bank					
Sweep Account	1.50%	06/30/24	Open	3,791,565.17	3,791,565.17
Total Investment Portfolio				<u>163,462,383.93</u>	<u>162,419,054.26</u>

2018 Revenue Bond Holdings

Utah State Treasurer					
Public Treasurers' Investment Fund	5.36%	06/30/24	Open	1,603,860.44	1,603,860.44

SALT LAKE COMMUNITY COLLEGE
INVESTMENT TRANSACTIONS
June 2024

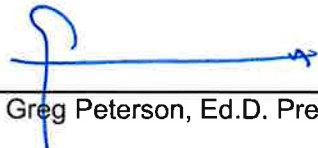
Description	Interest	Settlement Date	Maturity Date	Call Date	Cost
Investments - May 31, 2024					164,219,277.45
<u>PURCHASES</u>					
FHLB U.S. Agency	4.51%	06/26/24	03/12/27	None	2,018,423.48
Utah State Treasurer Public Treasurers' Investment Fund	5.36%	Various	Various	None	19,150,991.80
Zions First National Bank Sweep Account	1.50%	Various	Various	None	<u>9,551,973.90</u>
Total Purchases					30,721,389.18
<u>SALES / MATURITIES / CALLS</u>					
Net Premium/Discount Amortization					(23,743.85)
FHLB U.S. Agency	2.88%	06/14/22	06/14/24	None	2,000,000.00
Utah State Treasurer Public Treasurers' Investment Fund	5.36%	Various	Various	None	21,100,000.00
Zions First National Bank Sweep Account	1.50%	Various	Various	None	<u>8,402,026.55</u>
Total Sales					31,478,282.70
Investments - June 30, 2024					<u><u>163,462,383.93</u></u>

**MONEY MANAGEMENT INVESTMENTS
SUMMARY OF INVESTMENT TRANSACTIONS
FOR THE YEAR ENDING JUNE 30, 2024**

Month	Beginning Balance	Purchases	Sales	Ending Balance	Weighted Average Balance	Interest and Dividends**	Interest Rate**
July 2023	174,430,937.16	32,697,344.78	41,037,587.98	166,090,693.96	168,100,865.85	572,436.01	3.95%
August 2023	166,090,693.96	66,339,385.79	54,745,157.60	177,684,922.15	171,241,816.56	550,281.17	3.73%
September 2023	177,684,922.15	19,120,539.90	21,634,858.52	175,170,603.53	177,775,899.04	546,659.57	3.69%
October 2023	175,170,603.53	28,669,010.28	34,708,532.60	169,131,081.21	171,578,997.05	569,272.12	3.85%
November 2023	169,131,081.21	36,303,498.47	36,444,032.70	168,990,546.98	173,234,793.41	671,415.08	4.65%
December 2023	168,990,546.98	23,353,947.62	26,787,830.81	165,556,663.79	168,374,343.67	631,205.74	4.35%
January 2024	165,556,663.79	66,706,133.90	60,197,748.48	172,065,049.21	170,116,433.35	625,614.93	4.27%
February 2024	172,065,049.21	44,339,847.72	45,793,001.61	170,611,895.32	189,298,208.89	676,833.91	4.44%
March 2024	170,611,895.32	32,455,006.08	36,161,234.95	166,905,666.45	177,200,716.35	662,588.73	4.34%
April 2024	166,905,666.45	21,370,908.79	22,499,134.97	165,777,440.27	177,457,491.97	560,545.22	3.79%
May 2024	165,777,440.27	26,940,269.12	28,498,431.94	164,219,277.45	171,238,770.19	652,279.13	4.42%
June 2024	164,219,277.45	30,721,389.18	31,478,282.70	163,462,383.93	180,744,659.21	661,246.66	4.39%
		429,017,281.63	439,985,834.86		174,696,916.29	7,380,378.26	4.16%

* Based on average of months shown

** Includes unrealized gains/losses on mutual fund holdings



Greg Peterson, Ed.D. President



TAB F

June 2024 Interim Income Statements

SLCC – Education & General Fund

As of June 30, 2024, the College has recorded total revenues year to date related to Education & General Fund Operations of \$167,680,185 and total expenses of \$156,666,292.

Revenues are trending behind of plan, year to date, by 2.8% or \$4,666,128 as of June 30. Compared to FY 2023, year to date revenue is better by 3.9% or \$6,275,151. This is being driven almost exclusively by an increase in State Appropriations and Tuition and Fee Revenue for Fall 2023, Spring 2024, and Summer 2024.

Expenses are trending less than plan, year to date, by 10.0% or \$15,680,021 as of June 30. Compared to FY2023, year to date expenses are higher by 6.8% or \$9,963,384. This variance is being driven primarily by higher salaries and benefit costs over FY2023 and an increase in current expense.

Net Income for Education and General Fund Operations is forecasted at \$12,436,872. This is being driven in large part by a significant forecasted increase in tuition and fees above budget for the 2023-2024 Academic Year.

Please note that these are preliminary statements and do not include any year-end adjustments.

Respectfully Submitted:

Chris A. Martin

Vice President for Finance and Administration



June 2024 Interim Income Statements

Salt Lake Technical College

As of June 30, 2024, the SLTC has recorded total revenues year to date of \$12,433,591 and total expenses of \$10,525,251.

Revenues are trending ahead of plan, year to date, by 2.9% or \$358,891 as of June 30. Compared to FY 2023, year to date revenue is better by 25.4% or \$2,515,259. This is being driven by increased tuition and fee revenue over prior year and increased State Appropriations over prior year.

Expenses are trending less than plan, year to date, by 14.7% or \$1,549,449 as of June 30. Compared to FY2023, year to date expenses are higher by 22.9% or \$1,958,460. This variance is being driven in large part by higher salaries and benefit costs over FY2023 and an increase in current expense, year over year.

Net Income for Salt Lake Technical College is forecasted at \$1,735,094.

Please note that these are preliminary statements and do not include any year-end adjustments.

Respectfully Submitted:
Chris A. Martin
Vice President for Finance and Administration

Salt Lake Community College
Interim - Actual to Budget Income Statement (Unaudited)
Education and General Fund
As of June 30, 2024
100% of Year Has Elapsed

	FY-24			FY-23	\$ Difference	
	Rev. Budget	Actual YTD	% of Budget	Actual YTD	of Actual YTD	% of Change
Revenues						
State Approp	131,133,100	131,973,588	100.64%	123,460,284	8,513,304	6.90%
Tuition & Fees	57,240,271	51,952,529	90.76%	47,655,894	4,296,635	9.02%
Educ Dept Sales	25,000	35,187	140.75%	32,030	3,157	9.86%
Other Rev	426,589	14,628	3.43%	90,112	(75,484)	-83.77%
Total Revenues	188,824,960	183,975,932	97.43%	171,238,320	12,737,612	7.44%
Expenditures						
Salaries	78,939,214	77,263,221	97.88%	74,467,200	2,796,021	3.75%
Wages	27,728,108	25,617,707	92.39%	22,996,452	2,621,255	11.40%
Benefits	42,823,542	39,862,200	93.08%	37,677,862	2,184,338	5.80%
Current Exp	30,817,433	27,926,178	90.62%	22,722,767	5,203,411	22.90%
Fuel-Powr	3,314,980	2,503,003	75.51%	3,549,695	(1,046,692)	-29.49%
Travel	1,405,107	1,047,911	74.58%	1,081,674	(33,763)	-3.12%
Equipment	2,989,687	1,914,137	64.02%	2,876,241	(962,104)	-33.45%
Transfers	806,889	806,889	100.00%	(1,420,087)	2,226,976	-156.82%
Total Expenditures	188,824,960	176,941,246	93.71%	163,951,804	12,989,442	7.92%

Projected YE Net Income		
Est. YE Tuit & Fees Overage (Shortage):	(4,845,545)	
Est. FY24 Waivers Remaining	(335,034)	
Est. Savings Due to Exp Less than Budget:	11,883,714	(6.29%Exp Savings
Est YE Total Net Income:	6,703,135	X Exp Budget)
FY-24 Beginning Fund Balance	14,259,203	
Est FY-24 Ending Fund Balance	20,962,337	

FY-24 Tuition & Fees Breakdown & YE Projection			
	Rev. Budget	Actual	
Summer Term (1/2 complete)	7,610,189	10,370,714	
Fall Term	25,133,285	24,542,837	
Spring Term	23,454,975	23,269,830	
Other Fees	1,041,822	(100,375)	
Less Actual Tuition Waivers		(6,130,478)	
Totals Before Est. Adjmts:	57,240,271	51,952,529	
Add est. 1/2 Summ 2024 Term		-	
Add est. Spr 2024 Term		-	
Add Est. Add'l Other Fees		442,197	
Sub-Total		52,394,725	
Less Est remaining CE Transfer Out of E&G *		-	
Est.YE Tuition & Fees Total:		52,394,725	
Est. Over (Short) of Tuit & Fees:		(4,845,545)	

Note: As of 6/30/2024

current + travel + equipmt encumbrance is: 2,158,548
salary & est, hrlly and benefits encumbrance is: 12,215
2,170,763

Date Prepared: 7/30/2024

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Marked as "Draft" due to fiscal year end entries that as of 7/30/2024 are not completed.

* In FY23, \$1,100,622 was transferred out of PBASSP for FY23 to CE indexes. For FY24, as of 08/02/2024, \$1,141,247 has been transferred to CE indexes. Estimated still to be transferred out: \$0.



Salt Lake Community College
Interim - Actual to Budget Income Statement (Unaudited)
Salt Lake Technical College
As of June 30, 2024
100% of Year Has Elapsed

	----- FY-24 -----			FY-23		
	Rev. Budget	Actual YTD	% of Budget	Actual YTD	\$ Difference	% of Change
Revenues						
State Appropriations	11,941,760	12,002,400	100.51%	9,662,001	2,340,399	24.22%
Tuition & Fees	1,260,000	1,313,405	104.24%	1,004,734	308,671	30.72%
Other Sources	-	-	-	-	-	-
Total Revenues	13,201,760	13,315,805	100.86%	10,666,735	2,649,070	24.83%
Expenditures						
Salaries	5,173,285	4,894,182	94.60%	3,950,012	944,170	23.90%
Wages	3,239,833	2,630,816	81.20%	2,175,184	455,632	20.95%
Employee Benefits	2,988,128	2,541,969	85.07%	2,120,199	421,770	19.89%
Current Expenses	803,100	1,354,388	168.65%	944,949	409,439	43.33%
Fuel & Power	90,600	90,600	100.00%	90,600	-	0.00%
Travel	38,585	28,990	75.13%	17,306	11,684	67.51%
Equipment	463,493	374,645	80.83%	77,875	296,770	381.09%
Transfers (In)/Out	404,736.00	404,736.00	100.00%	-	404,736	-
Total Expenditures	13,201,760	12,320,325	93.32%	9,376,125	2,944,200	31.40%

Projected YE Net Income

Est. YE Tuit & Fees Over or (Short):	53,405	(Tuit Budget, less Actual / (12/12))
Est. Savings Due to Exp Less than Budget:	881,435	(6.68% Exp Savings x Exp. Budget)
Est YE Total Net Income:	934,840	
 FY-24 Beginning Fund Balance	 1,170,036	
Est FY-24 Ending Fund Balance	2,104,876	

Note: As of 6/30/2024

current + travel + equipmt encumbrance is:	190,714
salary & est, hrly and benefits encumbrance is:	-
	190,714

Date Prepared: 7/30/2024

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Marked as "Draft" due to multiple fiscal year end entries that as of 7/30/2024 are not completed.



SUPPLEMENTAL INFO

Salt Lake Community College
Interim - Income Statement (Unaudited)
Education and General Fund
As of June 30, 2024
100% of Year Has Elapsed

	Orig. Budget	Rev. Budget	Actual YTD	Encumbered	% of Budget
Revenues	A	B			
State Appropriations	129,532,300	131,133,100	131,973,588	-	100.64%
Tuition & Fees	56,851,372	57,240,271	51,952,529	-	90.76%
Sales from Educ Depts	-	25,000	35,187	-	140.75%
Other Sources	500,000	426,589	14,628	-	3.43%
Total Revenues	186,883,672	188,824,960	183,975,932		97.43%

Expenditures					
Salaries	81,814,229	78,939,214	77,263,221	12,215	97.89%
Wages	27,737,641	27,728,108	25,617,707	-	92.39%
Employee Benefits	45,231,224	42,823,542	39,862,200	-	93.08%
Current Expenses	26,522,314	31,210,878	30,519,780	1,393,214	102.25%
Travel	1,879,923	1,405,107	1,047,911	126,387	83.57%
Equipment	3,698,341	2,989,687	1,914,137	638,947	85.40%
Transfers (In)/Out	-	806,889	806,889	-	0.00%
Budget Hold	-	2,921,535	-	-	0.00%
Total Expenditures	186,883,672	188,824,960	177,031,846	2,170,763	93.75%

Analysis	
% of Total YTD Exp. to Total Revised Budget	93.75%
FY-24 Beginning Fund Balance	\$14,259,203
Transfer to SLTC for Fuel and Power	(90,600)
Revised Total Expenses	176,941,246 *
Revised % of Budget Used	93.71%
Revised % of Budget Not Used	6.29%

Expenditures by Function	
Instruction	66,778,643
Public Service	731,411
Academic Support	20,407,856
Student Services	22,401,629
Institutional Support	42,084,974
Operation of Plant	21,582,917
Scholarships	2,237,527
Transfers (In)/Out	806,889
Total Expenses by Function	177,031,846

Note(s):
A - Ties to FY24 Appropriated Operating Base Budget for Education and General and Salt Lake Technical College Line Items. Educationally Disadvantaged Funds are held in the restricted index, 24000.

B - Ties to FY24 Budget in Banner Finance.

Date Prepared: 7/30/2024

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Marked as "Draft" due to multiple fiscal year end entries that as of 7/30/2024 are not completed.



SUPPLEMENTAL INFO

Salt Lake Community College
Interim - Income Statement (Unaudited)
Salt Lake Technical College
As of June 30, 2024
100% of Year Has Elapsed

	Orig. Budget	Rev. Budget	Actual YTD	Encumbered	% of Budget
Revenues	A	B			
State Appropriations	\$11,912,400	\$11,941,760	12,002,400	-	100.51%
Tuition & Fees	1,260,000	1,260,000	1,313,405	-	104.24%
Sales from Educ Depts	-	-	-	-	0.00%
Other Sources	-	-	-	-	0.00%
Total Revenues	13,172,400	13,201,760	13,315,805		100.86%

Expenditures					
Salaries	5,247,660	5,173,285	4,894,182	-	94.60%
Wages	3,504,325	3,239,833	2,630,816	-	81.20%
Employee Benefits	2,901,275	2,988,128	2,541,969	-	85.07%
Current Expenses	901,764	147,535	1,354,388	56,665	956.42%
Travel	22,750	38,585	28,990	6,983	93.23%
Equipment	594,626	463,493	374,645	127,065	108.25%
Transfers (In)/Out	-	404,736	404,736	-	0.00%
Budget Hold	-	746,164	-	-	0.00%
Total Expenditures	13,172,400	13,201,760	12,229,725	190,714	92.64%

Analysis	
% of Total YTD Exp. to Total Revised Budget	92.64%
FY-24 Beginning Fund Balance	1,170,036
Transfer to SLTC for Fuel and Power	90,600
Revised Total Expenses	12,320,325 *
Revised % of Budget Used	93.32%
Revised % of Budget Not Used	6.68%

Expenditures by Function	
Instruction	7,315,014
Public Service	-
Academic Support	1,134,238
Student Services	1,748,348
Institutional Support	845,507
Operation of Plant	574,665
Scholarships	207,215
Transfers (In)/Out	404,736
Total Expenses by Function	12,229,725

Note(s):

A - Ties to FY24 Appropriated Operating Base Budget for Education and General and Salt Lake Technical College Line Items. Educationally Disadvantaged Funds are held in the restricted index, 24000.

B - Ties to FY24 Budget in Banner Finance.

Date Prepared: 7/30/2024

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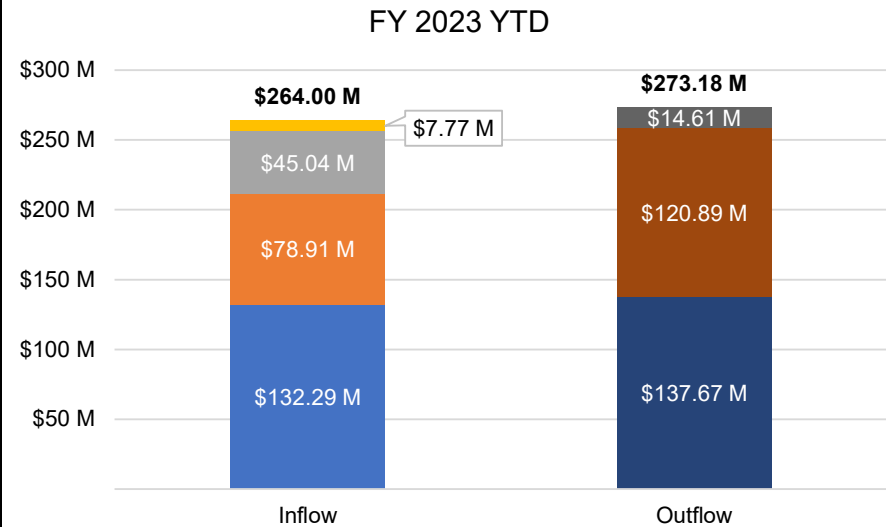
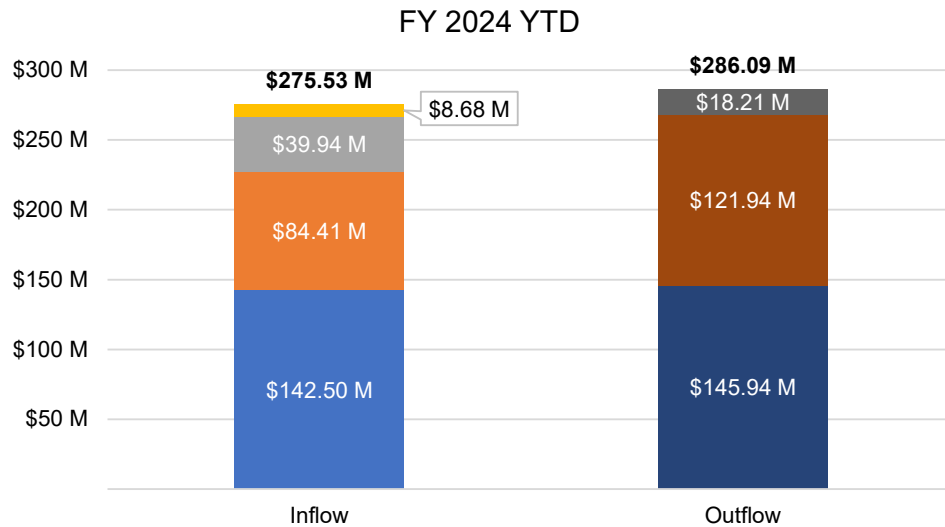
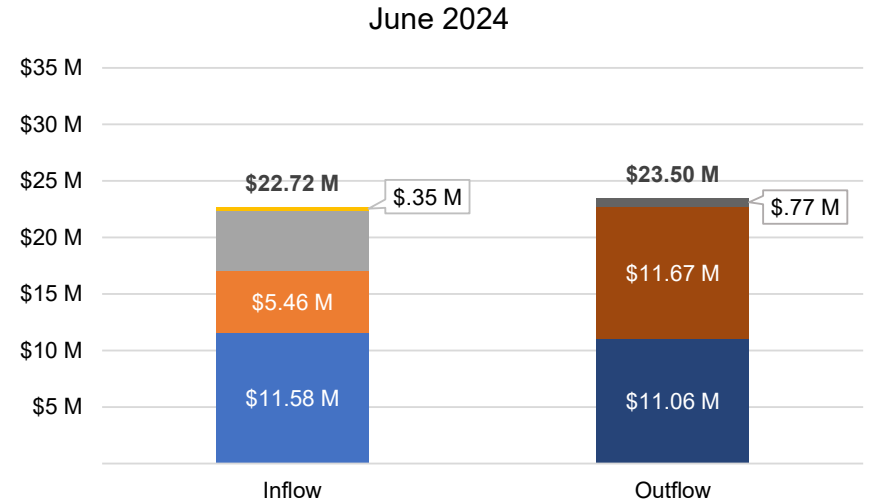
Marked as "Draft" due to multiple fiscal year end entries that as of 7/30/2024 are not completed.



TAB G

Salt Lake Community College Cash Activity Month Ended 6/30/2024

	June 2024	FY2024 YTD	FY2023 YTD
State Appropriation	\$ 11,579,799	\$ 142,496,328	\$ 132,288,400
Tuition, Fees, & Charges for Services	5,459,454	84,407,217	78,911,536
U.S. Dept of Education Draws	5,333,888	39,941,296	45,035,786
Other	351,354	8,680,601	7,767,207
Total Inflows	22,724,495	275,525,442	264,002,929
Payroll	(11,058,004)	(145,944,159)	(137,672,884)
Payments to Suppliers	(11,571,504)	(113,492,922)	(101,878,870)
Payments for Debt Service	-	(1,498,766)	(1,489,176)
New Building Construction	(98,998)	(6,950,288)	(17,522,867)
Other	(772,111)	(18,207,093)	(14,611,927)
Total Outflows	(23,500,617)	(286,093,228)	(273,175,724)
Cash Increase/(Decrease)	\$ (776,122)	\$ (10,567,786)	\$ (9,172,795)



TAB H

SLCC



SLCC ENROLLMENT UPDATE

Dr. Greg Peterson, President | Tuesday, July 16, 2024

BACKGROUND

- ▶ As the Utah Board of Higher Education (UBHE) hired the new president, it provided direction to the president and the SLCC Board of Trustees to develop a plan to address enrollment concerns.
- ▶ President Peterson met multiple times with Chair Chillingworth and Past Chair Southwick to develop a framework.
- ▶ President Peterson and Board Trustees Chillingworth, Southwick, and Alder presented the framework at the UBHE Executive Board meeting on July 16th.

KEY FINDINGS: 2011-2024

- ▶ 36,733 students (25,647 undergrad students + 11,086 concurrent students)
34% minorities undergrad students
\$262M annual revenues | \$250M annual expenses
- ▶ 1,865 unduplicated Salt Lake Tech students
43% minorities tech students
\$11.4M annual revenues | \$9.5M annual expenses
- ▶ fiscally sound | third highest Composite Index Score, lowest Debt and Viability Ratio (USHE metrics)
- ▶ 81% of students leave SLCC with no student debt

47%

First-
Generation

92%

Utah
Residents

34%

Minorities

43%

Complete &
Transfer

BRIGHT SPOTS

- ▶ Entry point to higher education for underserved communities and post-traditional students
- ▶ Net Promoter Score (NPS) is 55, the average for higher education is 32 and education in general is 42
- ▶ Second lowest tuition in the state
- ▶ SLCC Tech graduates have higher median salary than those with some college or Associates in Salt Lake County*
- ▶ High quality faculty & staff focused on teaching and learning and the student experience

* SL County median: \$37,011 | SL Tech Grads: \$45,235 | \$51,092 SLCC Graduates

KEY CHALLENGES

- ▶ Enrollment has declined by 36% since its peak in 2011, placing more strain on financials (still better than national average)
- ▶ SLCC covers a large service area and does not currently provide the same access and support for all communities, and for both full-time and part-time students
- ▶ SLCC needs to increase student retention and completion rates to meet local workforce needs

PRIORITY AREAS

By focusing on four priority areas with an emphasis on belonging, SLCC can increase enrollment, access to higher education, completion rates, and ensure resources are allocated effectively:

- ▶ Relevance: **clarify for students the investment and benefits of their chosen program in achieving their goals**
- ▶ **Time:** restructuring how programs are offered to reduce program time to completion
- ▶ Cost: identifying strategies to optimize college expenditures in order to keep student tuition and fees as affordable as possible
- ▶ Completion: increase meaningful credential completion for both full-time and part-time students leading to transfer & workforce

2025 VISION MATRIX

Salt Lake Community College is your community college. We **ENGAGE** and support students in educational pathways leading to successful **COMPLETION**—transfer, and meaningful employment.

	Strategic Objectives	Major Target	High Impact Initiatives 2025-2026	Summary Metrics
ENGAGE	Enroll and Retain more Salt Lake County residents in higher education	XX Students	<i>Relevance Cost Partnership</i>	<i>Growth (XX students), etc.</i>
COMPLETE	Increase timely certificate and degree completion leading to transfer & meaningful employment	XX Credentials Completed	<i>Time Belonging</i>	<i>Completion rates, etc.</i>
THRIVE	Increase each student's return on investment	XX Average Wage/Time	<i>Learning Partnership</i>	<i>Average wage earnings, etc.</i>

DEVELOPMENT PROCESS

USHE BOARD

- **ROLE: Provide Direction, Set Enrollment Growth Expectation**

SLCC BOARD OF TRUSTEES

- **ROLE: Establish Vision Matrix Framework, Establish Strategic Plan Framework, Monitor Progress**

PRESIDENT/CABINET

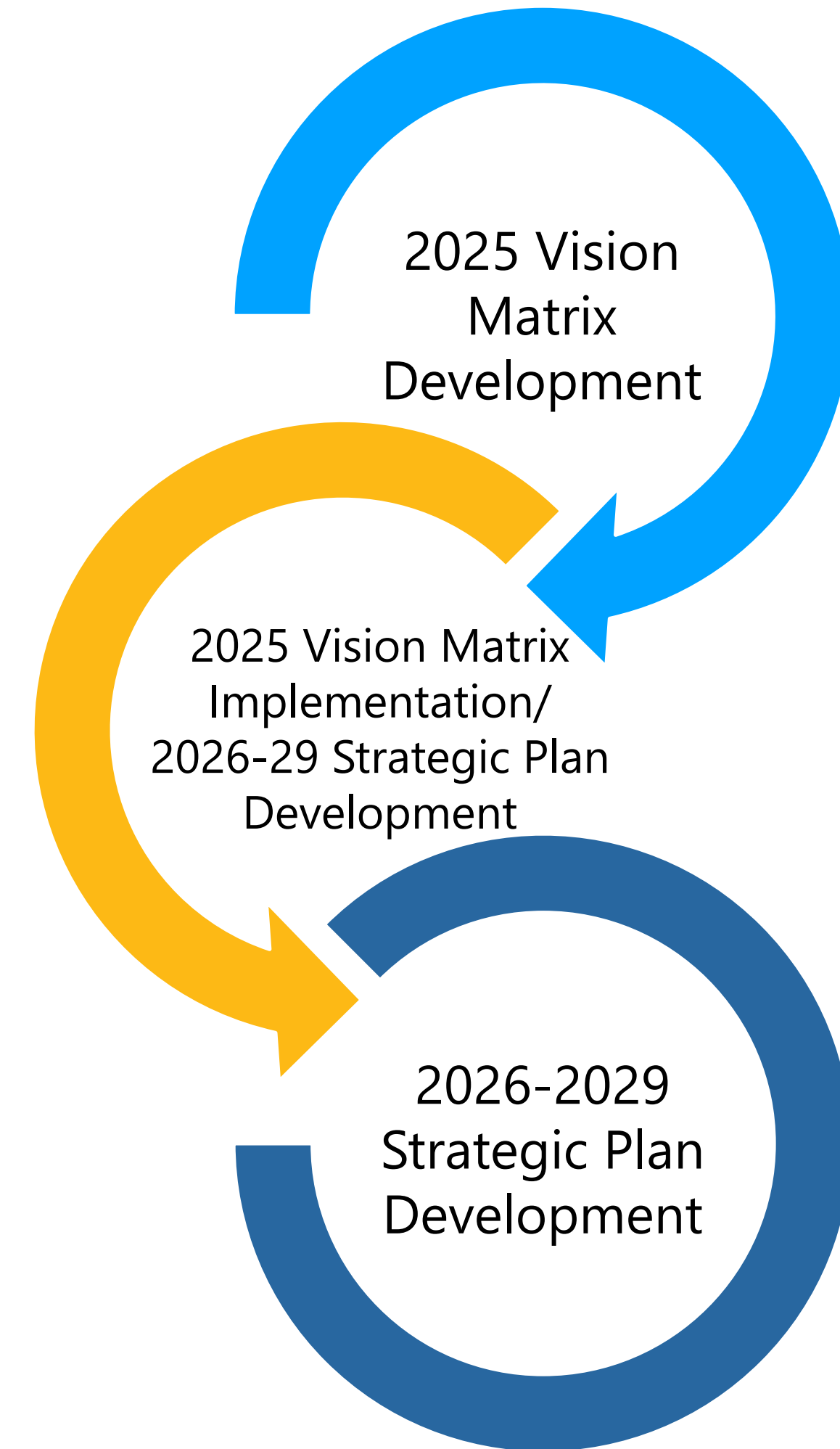
- **ROLE: Develop & Implement Vision Matrix Components, Develop & Implement Strategic Plan, Monitor Progress**

COLLEGE ADVISORY GROUP

- **ROLE: Assist in Developing Vision Matrix Components, Assist in Developing Strategic Plan, Align Vision Matrix with Strategic Planning Process**

COLLEGE COMMUNITY

- **ROLE: Assist in Developing Vision Matrix Initiative Strategies, Assist in Developing Strategic Plan**



TIMELINE

Develop 2025 Vision Matrix

JULY

- **Develop 2025 Vision Matrix Framework & Process**

SLCC Board, Cabinet, Advisory Group

AUGUST

- **Set Strategic Objectives, Major Targets, & Summary Metrics**

SLCC Board, Cabinet, Advisory Group

SEPTEMBER

- **Identify High Impact Initiatives**

SLCC Board, Cabinet, Advisory Group

Identify 2025 Vision Matrix Initiative Strategies

OCTOBER - NOVEMBER

- **Identify High Impact Initiatives Strategies**

Cabinet, Advisory Group, College Community

DECEMBER

- **Adopt Final 2025 Vision Matrix**

SLCC Board, Cabinet

Implement 2025 Vision Matrix & Begin 2026-2029 Strategic

JANUARY

- **Implement High Impact Initiative Strategies**

Cabinet, Advisory Group, College Community

FEBRUARY - APRIL

- **Begin 2026-2029 Strategic Plan Development Process**

SLCC Board, Cabinet, Advisory Group, College Community

MAY

- **Monitor Progress on High Impact Strategies**

SLCC Board, Cabinet, Advisory Group

2025 VISION MATRIX: PART I

The plan is to have the SLCC Board of Trustees approve the following two components at the August 14th meeting: **STRATEGIC OBJECTIVES** and **MAJOR TARGETS**.

	Strategic Objectives	Major Target	High Impact Initiatives	Summary Metrics
ENGAGE	Enroll and retain more Salt Lake County residents in higher education	XX Students Track 3 groups	SEPTEMBER 11 th RETREAT	SEPTEMBER 11 th RETREAT
COMPLETE	Increase timely certificate and degree completion leading to transfer & meaningful employment	XX Credentials Completed		
THRIVE	Increase each student's return on investment	XX Job Placement		

THANK YOU!



TAB I

2024 TENURE AWARD

	F.Name	L. Name	Dean	School	Division
1	Daniel	Baird	Roderic Land	School of Humanities & Social Sciences	Eng. Ling & Writing Studies
2	Sharlie	Barber	Roderic Land	School of Humanities & Social Sciences	Educ/Fam Study/Soc Wk
3	Jim	Beatty	Roderic Land	School of Humanities & Social Sciences	Eng. Ling & Writing Studies
4	Aimee	Birdsall	Craig Caldwell	School of Science, Mathematics, & Engineering	Engineering
5	Ali	Carrillo Paz	Jeffrey Coker	Gail Miller School of Business	Comp Science & Info Systems
6	Dennis Michael	Cook	Jennifer Saunders	School of Technical & Professional specialties	Aviation & Trans Rel'd Tech
7	Jennifer	Day	Craig Caldwell	School of Science, Mathematics, & Engineering	Exercise Science
8	Kristen	Hall	Bob Pettit	School of Health Sciences	Allied Health
9	Whitney	Harris	Richard Scott	School of Arts, Communication & Media	Communication & Performing Arts
10	Stephanie	Hoffman	Jennifer Saunders	School of Technical & Professional specialties	Institute of Public Safety
11	William Kesler	Jackson	Roderic Land	School of Humanities & Social Sciences	Department of History
12	Karen	Klassen	Jeffrey Coker	Gail Miller School of Business	Comp Science & Info Systems
13	Robert	Marlette	Jennifer Saunders	School of Technical & Professional specialties	Aviation & Trans Rel'd Tech
14	Bernice	Olivas	Roderic Land	School of Humanities & Social Sciences	Eng. Ling & Writing Studies
15	Dalia	Salloum	Craig Caldwell	School of Science, Mathematics, & Engineering	Biology
16	Jesse	Shelkey	Craig Caldwell	School of Science, Mathematics, & Engineering	Natural Sciences & Engineering
17	Brenda	Sieczkowski	Roderic Land	School of Humanities & Social Sciences	Eng. Ling & Writing Studies
18	Darrell Brent	Smith	Jennifer Saunders	School of Technical & Professional specialties	Appr Welding & Constr Rel'd Tech
19	Jeff	Stone	Jeffrey Coker	Gail Miller School of Business	Comp Science & Info Systems
20	Robinson	Valenzuela	Richard Scott	School of Arts, Communication & Media	Visual Arts & Design
21	Whitney	Wilkinson	Jeffrey Coker	Gail Miller School of Business	Management & Marketing
22	Robert	Woodward	Craig Caldwell	School of Science, Mathematics, & Engineering	Mathematics

TAB J

SALT LAKE COMMUNITY COLLEGE

OPERATING BUDGETS 2024-25



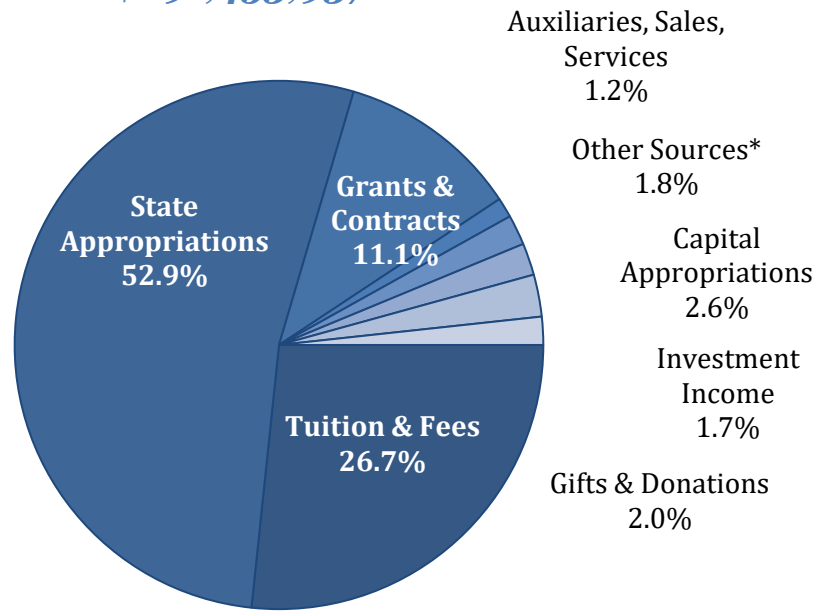
Salt Lake Community College

FY 2025 Operating Budget (All Funds)

FY 25 SLCC Total Operating Budget

All Funds

\$291,453,937

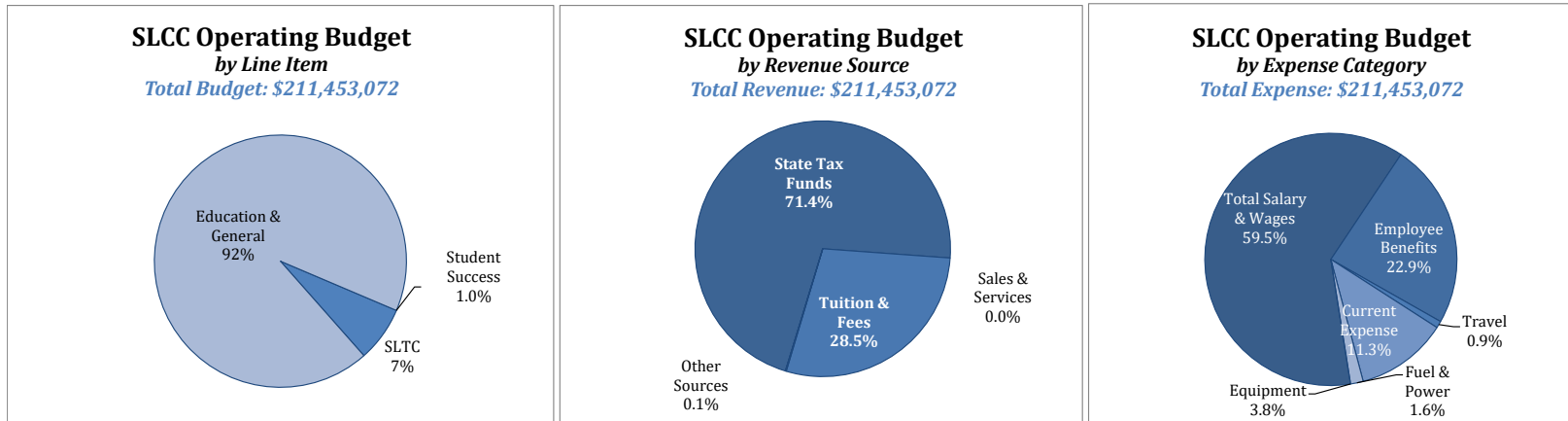


Revenue Source	Amount	% of Budget
Tuition & Fees	\$77,705,472	26.7%
State Appropriations	154,174,865	52.9%
Grants & Contracts	32,445,500	11.1%
Auxiliaries, Sales, Services	3,546,600	1.2%
Other Sources*	5,381,500	1.8%
Gifts & Donations	5,700,000	2.0%
Capital Appropriations	7,500,000	2.6%
Investment Income	5,000,000	1.7%
Total Estimated Revenue	\$291,453,937	

*Other Sources include: Indirect Cost Recovery, Athletics, Continuing Ed, and Designated Fees
 Information provided by SLCC Controller's Office July 31, 2024

Salt Lake Community College

FY 2025 Appropriated Operating Base Budget



	Education & General	Salt Lake Technical College	Student Success	Total Appropriated Budget
Revenues:				
Tuition & Fees	\$58,679,472	\$1,500,000	\$0	\$60,179,472
Sales & Services	30,000	0	0	30,000
Other Sources	200,000	0	0	200,000
State General Fund		0	0	0
State Education Fund	135,872,600	13,342,900	1,828,100	151,043,600
Total Revenues	\$194,782,072	\$14,842,900	\$1,828,100	\$211,453,072
Expenditures:				
Salaries	88,209,317	6,249,092	994,265	95,452,674
Wage Related Faculty	17,312,854	2,084,556	0	19,397,410
Wage Payroll	10,186,886	819,073	63,688	11,069,647
Total Salaries & Wages	\$115,709,057	\$9,152,721	\$1,057,953	\$125,919,731
Employee Benefits	44,819,251	3,196,836	443,312	48,459,399
Total Personnel Services	\$160,528,308	\$12,349,557	\$1,501,264	\$174,379,129
Travel	1,766,779	28,251	7,800	1,802,830
Current Expense ⁽¹⁾	21,945,187	1,789,462	249,036	23,983,685
Fuel & Power	3,314,994	0	0	3,314,994
Equipment	7,226,804	675,630	70,000	7,972,434
Total Expenditures	\$194,782,072	\$14,842,900	\$1,828,100	\$211,453,072

Operating Budget By Function:	Budgeted Amount	%
Instruction	\$83,730,127	39.6%
Academic Support	23,110,929	10.9%
Custom Fit	756,801	0.4%
Student Services	25,252,963	11.9%
Institutional Support	52,711,136	24.9%
Facilities	23,808,198	11.3%
Public Service	432,536	0.2%
Scholarships	1,650,382	0.4%
Total Dollars	\$211,453,072	

Notes:

Information provided by the Budget Office; ties to the A-1 USHE Budget Form

1. Current Expense Includes: computer-related purchases and services, leases and rentals, contracts, service and repairs, insurance, supplies, minor equipment and scholarships, etc.

**Salt Lake Community College
Board of Trustees**

FY 2024-25 New Appropriations Summary

Compensation

The Legislature appropriated funding equivalent to a 3.0% salary increase, a 7.2% health insurance rate increase, and a 0.9% dental increase to support rising health insurance costs.

Tuition and Fees

The State Board of Higher Education approved a 3.99% tuition increase for FY25. General student fees were increased \$9.50 per semester for full-time students.

New Tax Funds

The Legislature also appropriated the following revenue:

Performance Based Funding	\$539,500
Base Budget Reduction	\$(702,800)
Budget Reduction Reinstatement (one-time funds)	\$702,800
Math Foundations	\$250,000
ISF Rate Increases	\$138,100
Talent Ready Utah: Healthcare	\$942,600
Talent Ready Utah: Behavioral Health Technician	\$93,400
Talent Ready Utah: Computer Science	\$150,900
SLTC Equipment (one-time)	\$220,000 (est.)

Facilities

Capital Improvement Funding (1.3% one-time)	\$7,500,000 (est.)
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Note:

Information Provided by the Budget Office

Salt Lake Community College

Institutional Investment Income Fund Operating Budget FY 2025

	2023-2024 Approved Budget	2024-2025 Preliminary Budget 7/31/2024
Revenues:		
Prior Year Carry Forward Revenues	\$ 1,500,000	\$ 1,500,000
Interest Earnings	4,500,000	5,000,000
Unrestricted Gifts and Grants		
Total Revenues	6,000,000	6,500,000
Expenditures:		
A. Academic Program Enrichment		
High Impact Practices Study Abroad	100,000	100,000
High Impact Practices Peer Mentors	44,000	44,000
Subtotal	144,000	144,000
B. Cultural Enrichment		
Memberships	100,000	100,000
Convocation	20,000	20,000
Subtotal	120,000	120,000
C. Scholarships, Fellowships, and Student Aid		
Quasi Endowment Scholarships	90,000	90,000
Student Scholarships	60,000	60,000
Student Employment	300,000	300,000
Subtotal	450,000	450,000
D. Faculty/Staff Development and Recognition		
Leadership Academy	20,000	20,000
Professional Development Day	14,000	14,000
Employee Recognition/Service Awards	55,000	55,000
Faculty & Staff Development	8,000	8,000
Educational Reimbursement	100,000	100,000
Divisional Activities and Support	75,000	75,000
Staff Association Awards	6,000	6,000
DACA Staff Support	10,000	10,000
Subtotal	288,000	288,000
E. Campus Development		
Community Awareness/Poet Laureate	19,000	19,000
Software Maintenance - Ellucian	-	-
Subtotal	19,000	19,000
F. Seed Money for Program Grants and Contracts		
Consulting	129,000	129,000
Subtotal	129,000	129,000
G. Fund Raising and Institutional Development		
Subtotal	-	-
H. Equipment Acquisitions		
Subtotal	-	-
I. Other E&G Current Operating Support		
Auditing & Regents Support	37,000	37,000
Prison Education Staff	90,000	64,000
Community Engagement Staff	45,000	50,000
LHM Entrepreneur Center O&M	97,000	97,000
Bank Service/Credit Card Charges	700,000	750,000
Utah Transit Authority Contract	200,000	200,000
Dennis Klaus Honorary Art Award	500	500
Club Nationals	50,000	50,000
Athletic Post Season	300,000	300,000
Summer Social and Holiday Party	-	40,000
Clifton Sanders Institute	-	50,000
Presidential Inauguration	-	40,000
Miscellaneous	330,500	671,500
Subtotal	1,850,000	2,350,000
J. Transfers to Other Funds		
Quasi-Endowment Funds-Principal	-	-
Plant Funds	1,500,000	1,500,000
Other Funds	-	-
Subtotal	1,500,000	1,500,000
Total Expenditures	\$4,500,000	\$5,000,000

Notes:

Information provided by SLCC Controller's Office July 31, 2024

Salt Lake Community College

Auxiliaries Operating Budgets FY2024 & FY2025

	STUDENT CENTER		COLLEGE STORE*		FOOD SERVICE**		TOTAL AUXILIARY BUDGET	
	FY 2023-24	FY 2024-25	FY 2023-24	FY 2024-25	FY 2023-24	FY 2024-25	FY 2023-24	FY 2024-25
<i>Revenues:</i>								
Student Fees	\$ 1,396,468	\$ 1,450,000					\$ 1,396,468	\$ 1,450,000
Sales & Services			181,179	175,300	389,608	390,000	570,787	565,300
Other Sources	44,908	45,000					44,908	45,000
TOTAL REVENUES:	\$ 1,441,376	\$ 1,495,000	\$ 181,179	\$ 175,300	\$ 389,608	\$ 390,000	\$ 2,012,163	\$ 2,060,300
<i>Expenditures:</i>								
Salaries	286,483	295,078	103,764	106,877	35,549	36,615	425,796	438,570
Wages	138,939	143,107			72,218	74,385	211,157	217,492
Total Salaries & Wages	\$ 425,422	\$ 438,185	\$ 103,764	\$ 106,877	\$ 107,767	\$ 111,000	\$ 636,953	\$ 656,062
Employee Benefits	148,035	152,476	33,423	34,425	25,860	26,636	207,318	213,537
Total Personnel Services	\$ 573,457	\$ 590,661	\$ 137,187	\$ 141,302	\$ 133,627	\$ 137,636	\$ 844,271	\$ 869,599
Travel	46	1,000	1,324	2,000			1,370	3,000
Current Expense	593,013	450,000	178,961	180,000	342,905	350,000	1,114,879	980,000
Utilities	413,563	250,000				-	413,563	250,000
Equipment		-					-	-
Auxiliary Indirect Cost Allocation	254,328	275,000					254,328	275,000
Transfers (In)/Out	124,782	(71,661)	86,924	97,636	(86,924)	(97,636)	124,782	(71,661)
Total Other Expenses /Transfers	\$ 1,385,731	\$ 904,339	\$ 267,209	\$ 279,636	\$ 255,981	\$ 252,364	\$ 1,908,921	\$ 1,436,339
TOTAL EXPENDITURES:	\$ 1,959,188	\$ 1,495,000	\$ 404,396	\$ 420,938	\$ 389,608	\$ 390,000	\$ 2,753,192	\$ 2,305,938

Notes:

*SLCC outsourced the Bookstore to an external vendor.

**SLCC outsourced Food Services to an external vendor.

Information provided by SLCC Controller's Office August 1, 2024

TAB K



Conflict of Interest, External Employment, and Consultation

Date: March 29, 2024

Sponsor: vice president Chris Martin

Summary

Type of Review: 5-year

Last Board of Trustees Review: circa 2016

Context

The Conflict of Interest, External Employment, and Consultation policy has been reorganized and significantly revised. During the revision process, this policy was posted for 15-day review in February 2024 and received over 30 comments.

1. Changes / Revisions to Policy Section
 - a. The policy statement (section 1) was rewritten for clarity and conciseness.
 - b. Two references were added to section 2: the Utah Protection of Public Employees Act and the Utah Procurement Code.
2. Other Contextualization Factors
 - a. Faculty and Staff commented extensively on the importance of the consultations section.
 - b. There will be two new forms to support this policy and the procedures: a Conflict of Interest Disclosure Form and a Consulting Request Form.



4.4.010

Conflict of Interest, External Employment, and Consultation Policy

Date of last board of trustees review: circa 2016

The originator of this policy is People & Workplace Culture. Questions regarding this policy may be directed to the originator by calling 801-957-4210.

1. Policy

Employees must avoid actual, potential, and apparent conflicts of interest to ensure confidence and trustworthiness in the College's administration and stewardship of public resources. This policy creates standards and procedures employees must comply with to avoid conflicts of interest.

2. References

- A. Utah Public Officers' and Employees' Ethics Act, Utah Code Ann. §§67-16-1-15 (2014)
- B. Utah Protection of Public Employees Act, Utah Code Ann. §§67-21-3 (2018)
- C. Utah Procurement Code, Utah Code Ann. §§63G-6a-24 (2014)

4.4.010

Conflict of Interest, External Employment, and Consultation Procedure

Date of last executive cabinet review: September 13, 2016

The originator of this procedure is People & Workplace Culture. Questions regarding this procedure may be directed to the originator by calling 801-957-4210.

3. Definitions

- A. Conflict of Commitment: a situation in which an employee's non-college activities, paid or unpaid, interfere with the performance of their college duties. Employees are expected to perform their obligations to the college with adequate competence, diligence, and reliability.
- B. Controlled Information: contains medical, psychiatric, or psychological data about an individual.
- C. Principal Investigator ("PI"): internally approved and qualified college employee responsible to develop and oversee a sponsored project.
- D. Private Information: generally relates to an individual's private interests, and disclosing such to the public would constitute a clearly unwarranted invasion of privacy.
- E. Protected Information: covers various information, including trade secrets and knowledge that would impair governmental procurement proceedings. See [Utah Code Ann. § 63G-2-3](#) for a detailed list.
- F. Sponsored Project: project supported by a governmental entity or an organization using public resources in support of research, instruction, capacity development, training, or other strategic, developmental, or scholarly activity.
- G. Substantial interest: the ownership, either legally or equitably, by an individual, their spouse, or their minor children, of at least 5% of the outstanding capital stock of a corporation or a 5% interest in any other business entity.

See [Personnel Definitions](#)

4. Procedures

A. General

1. Employment Conditions

Each college employee is expected to:

- a. perform their obligations to the college with adequate competence, diligence, and reliability; and
- b. avoid any activity or work pattern that lowers productivity and effectiveness.

2. Conflict of Interest Prohibition and Disclosure

- a. All employees are prohibited from any conduct that creates actual, potential, or apparent conflicts of interest between the College and the employee.
 - b. Employees must disclose in writing all actual, potential, and apparent conflicts of interest or commitment or manage to eliminate such conflicts as provided in this policy.
 - c. After disclosure of an actual, potential, or apparent conflict of interest to the supervisor and appropriate vice president, an employee may only participate in the college transaction or business if there is written authorization from the appropriate vice president.
3. When a supervisor makes a determination regarding a conflict of interest or commitment concern with an employee, the supervisor must notify People & Workplace Culture (Employee Relations) of the situation and any decisions.

B. Types of Conflicts of Interest

1. Business Dealing with the College

- a. An employee who owns a substantial interest in a commercial or private business or organization must not represent or influence the college in its dealings with that organization.
- b. In such cases, the employee must disclose in writing to their supervisor and appropriate vice president the nature of the conflict of interest; and
- c. The supervisor shall take appropriate precautions to ensure that such relations do not influence the college's business dealings.

2. Purchase of Surplus Property

If an employee participated in the college's decision to sell surplus property:

- a. the employee must not purchase that surplus property; and

- b. no other person or organization through whom the employee may benefit personally shall purchase the surplus property.

3. Inside Information

- a. Employees must not use or disclose private, controlled, or protected college information ("confidential") acquired in connection with the employment for personal gain or other unauthorized use.
- b. Confidential information includes, but is not limited to, information obtained in advance of public announcement, such as:
 - (1) personnel records;
 - (2) knowledge of forthcoming programs;
 - (3) site selections; or
 - (4) selection of contractors.

4. Gifts and Personal Privileges

a. Gifts

- (1) As a condition of granting any application, request for a contract, approval, or other authorization, an employee may not
 - (a) Demand from any person or organization that property, money, or services be donated to the college, employee, or agency;
 - (b) Donate or offer to donate property, money, or services to the college, employee, or agency; or
 - (c) Knowingly receive, accept, take, seek, or solicit, directly or indirectly, any gift or loan for themselves or family members if:
 - (i) it would tend to improperly influence a reasonable person in the discharge of college responsibilities or duties; and
 - (ii) the employee has been, currently is, or in the near future may be involved in any college action or decision directly affecting the donor or lender.
- (2) An employee may accept an occasional nonmonetary gift provided the value is at most \$50.

b. Personal Privileges

Employees must not use, or attempt to use, their college authority or position to:

- (1) coerce students and subordinate employees to substantially further their economic interests;
- (2) secure privileges not available to all college employees from outside organizations or persons; or
- (3) receive personal discounts for on-site college services not equitably available to other college employees.

5. Research Projects Serving External Interests

- a. An employee must disclose in writing to their supervisor if they:
 - (1) are engaged in research or other projects within both the college and other organizations; or
 - (2) have a private business interest relevant to the research project and act as the principal investigator in a sponsored project or research grant contract administered by the college.
- b. Upon receiving the written disclosure, the supervisor must evaluate the research projects':
 - (1) use of college facilities, employees, equipment, supplies, and funds; and
 - (2) efforts to maintain the separation of the college and the organization's interests.
- c. If the research project involves college data or the supervisor identifies potential, actual, or apparent conflicts in their evaluation, the research project will require approval from the appropriate vice president or provost.
- d. Before deciding if the research project will be approved, the vice president or provost may consult with the executive director for Sponsored Projects, General Counsel, and the Controller.

6. College Opportunities and Affiliations

a. Disclosure of Opportunities with Potential for Employee Personal Gain

If an employee, during their course of employment, learns of a financial, research, or other opportunity that the college might reasonably be expected to have an interest in, the employee:

- (1) must disclose the opportunity to their supervisor and appropriate vice

president; and

(2) refrain from usurping the opportunity for their personal gain or interest.

b. College Affiliation for Private Projects

An employee may not use their college affiliation to provide creditability or obtain material support for a private project without the prior approval of the vice president for Institutional Advancement.

7. Actions or Circumstances Compromising an Employee's Commitment to the College

- a. Any employee action or involvement in circumstances which creates a reasonable basis that they have compromised their commitment to the college; and
- b. this conflict of interest cannot be satisfactorily managed with appropriate supervisory oversight.

C. External Employment, Consultation, and Other External Activity

1. General

When evaluating all external activities, employees and supervisors shall consider the following factors in their evaluation of the activities' desirability and risk:

- a. actual or potential conflict of commitment;
- b. actual or potential conflict of interest which may adversely impact the employee's allegiance to the college;
- c. appearance of a conflict of interest or inappropriate appearances; and
- d. activity that is inconsistent with the college's mission, vision, values, and goal.

2. External Employment and Commitments

- a. All full-time faculty and staff must fulfill their obligations to the college with competence, diligence, and reliability during scheduled work periods.
- b. External employment requests for non-college positions that could create a conflict.

(1) Employment in a non-college position is not permitted if it:

- (a) interferes with the employee's college duties and schedule; or
- (b) results in an actual, potential, or apparent conflict of interest.

- (2) Before accepting or performing external employment that could create a conflict as outlined in sections 4.C.2.a and 4.C.2.b.(1) of this policy, an employee must disclose the external employment to their immediate supervisor and receive written approval from their immediate supervisor.
- c. Evaluation of external employment requests.
 - (1) When evaluating external employment requests, the immediate supervisor must evaluate:
 - (a) the criteria outlined in section 4.C.1 in this policy; and
 - (b) if necessary, consult with the associate vice president for People and Workplace Culture or designee.
 - (2) If the immediate supervisor denies the external employment request, the denial may be appealed to the employee's second-level supervisor.
- d. Section 4.C.2 prohibiting external commitment does not apply to college employees who work:
 - (1) in the college's Development Office and provide, in the normal course of their duties, assistance to the Salt Lake Community College Foundation, Inc.; or
 - (2) in the Arts and Communication department and provide, in the normal course of their duties, assistance to the Grand Theatre Foundation, Inc. or Grand Theatre Community Institute.

3. Internal Consultations

- a. Consultation may take place in the employee's place of work with approval from their immediate supervisor if it does not interfere with the normal operations of the department.
- b. The employee must arrange in advance, with the approval of the responsible supervisor, any schedule changes or coverage of missed work duties as the result of consultation activities.

4. External Consultations

- a. Employees may provide consultation services to external persons and organizations provided such services do not interfere with the employee's college duties and schedule or create a conflict of commitment. Such consultation is considered acting in an advisory capacity, generally for a short time.

- b. Employees can consult up to five consecutive business days at any one time but cannot exceed 24 days in one fiscal year.
- c. Consultation Process and Requirements
 - (1) Employees must submit a Consulting Request form and receive approval from their immediate supervisor and appropriate vice president before accepting or performing external consulting employment that occurs:
 - (a) during regular working hours for staff; or
 - (b) on contract days for faculty.
 - (2) Employees must advise the person, firm, or agency for whom such consultation services are to be performed that:
 - (a) the employee is an independent contractor and not an agent or employee under the college's control while performing consulting activities; and
 - (b) the college has no express or implied responsibility for the actions or omissions of the employee in their role as a consultant.
 - (c) Such advisement by the employee will be indicated on the Consulting Request form.
 - (3) Employees must indicate the nature of the consulting, the consultation times and dates, and verify on the Consulting Request form that:
 - (a) these arrangements will not involve a conflict of commitment or a conflict of interest; and
 - (b) the employee agrees to comply with this policy and procedures.
 - (4) Consultation for an external person or organization is not permitted if it:
 - (a) interferes with the employee's college duties and schedule;
 - (b) the employee has not made advance plans for an acceptable, qualified replacement; or
 - (c) results in an actual, potential, or apparent conflict of interest.
 - (5) Employees must take vacation or other applicable leave for approved consultations that occur:
 - (a) during regular working hours for staff; or
 - (b) on contract days for faculty.

5. Faculty Authored Commercialized Course Materials

Faculty who want to require students in a course they are teaching to purchase a commercialized work from which the faculty will receive royalties must obtain prior approval from the provost or their designee.



TAB L

Weapons

Date: April 5, 2024

Sponsor: vice president Chris Martin

Summary

Type of Review: 5-year

Last Board of Trustees Review: circa 2019

Context

The policy is intentionally vague in defining a dangerous weapon or providing examples of dangerous weapons. Instead, the policy cites statutes so that the college does not rely on our own interpretation as statutes change.

All revisions to the policy and procedures sections are stylistic and technical, specifically to sections 4.A and 4.C, and no changes were made after the 15-day comment period.



2.5.050

Weapons Policy

Date of last board of trustees review: circa 2019

The originator of this policy is the associate vice president for Public Safety. Questions regarding this policy may be directed to the originator by calling 801-957-4571.

1. Policy

Salt Lake Community College enforces state law regulating weapons on campus. Possession or use of weapons while upon properties owned, leased, or controlled by the college or where college activities occur, including surrounding areas such as sidewalks, driveways, and parking lots, is prohibited, except for authorized law enforcement officers and persons exempt under Utah State law. Because weapons are capable of inflicting serious injury and pose a clear risk to persons and property, violations of this policy may result in suspension or termination from the college and prosecution under appropriate laws.

2. References

Weapons, Utah Code Ann. § 76-10-5.

2.5.050

Weapons Procedure

Date of last executive cabinet review: October 2, 2018

The originator of this procedure is the associate vice president for Public Safety. Questions regarding this procedure may be directed to the originator by calling 801-957-4571.

3. Definitions

Weapons: Firearms, knives, explosives, or other objects that, in the manner of their use or intended use, are capable of causing death or serious bodily injury.

4. Procedures

A. Violations

Possession or use of any unauthorized weapon on college property or during college activities violates this policy. Such violation may result in disciplinary action up to and including suspension or termination from the college and prosecution under appropriate local, state, or federal laws.

B. Individual Exceptions

Prior specific written permission from the college's department of Public Safety to bring any weapon on campus may be obtained for certain educational, instructional, or authorized activities or legitimate purposes, such as class projects, class demonstrations, or displays of antique firearms or art objects.

C. Program Exceptions

Some students or instructors regularly use tools that fall under the definition of weapons. When applied directly to a legitimate use in college programs, such tools are exempt from this policy. Questions are to be directed to the college's department of Public Safety.



Background Checks

Sponsor: Vice President Chris Martin

Date: February 22, 2024

Summary

This is a new policy.

Context

This is a new policy. The policy and procedure have been developed to codify existing practice and ensure compliance with Utah Code §§ 53B-1-110. A primary concern from the college community was related to requiring of background checks for adjunct instructors. Adjuncts are included in the policy due to concurrent enrollment and other instruction that may include teaching minors.

TAB 1



Background Checks Memorandum

To: Salt Lake Community College Executive Cabinet, via vice president Chris Martin
From: Rick Enyard, associate vice president – policy originator
Jen Hughes, policy coordinator
Steve Gordon, assistant attorney general
Subject: 4.4.070 Background Checks Policy – second memo
Date: February 22, 2024

Introduction

On January 9, 2024, the Background Checks policy was posted for the 15-day review period; on January 25, the comment period ended. Over 40 comments were received. This memorandum also provides a legal review of the draft policy.

Comments Received and Responses

Comment: Does an employee or volunteer need to be of legal age, 18, to have a background check submitted?

Response: An employee or volunteer does not need to be 18. Our vendor can perform background checks for individuals under the age of 18.

Comment: Clarify why definitions are embedded in the policy and then also in the hyperlinked personnel definitions webpage. Commenters find this problematic in terms of use and think definitions should have to go through the policy review process.

Response: Whether or not the relevant definitions within the Personnel Definitions webpage should be included within college policies is outside the purview of this policy committee. This decision would involve a larger conversation as this would impact multiple policies at the college.

Comment: Utah Code §53B-1-110(3)(b) does not require that background checks be conducted for adjunct faculty positions. Why are we requiring adjunct faculty to undergo a background check? (4.A.1)

Response: Board of Higher Education Policy R847, Criminal Background Checks, specifically addresses the need for concurrent enrollment faculty and anyone at the college working with minors to undergo background checks. The process for assigning concurrent enrollment students who are minors to course sections has changed. As a result, PWC and the appropriate Associate Deans cannot identify which adjunct or otherwise faculty will be teaching minors until after the course has begun.

Comment: What is the purpose of running background checks on existing employees every three years? Why three years and not five years? (4.B.1) Clarification for 4.B.2. There is confusion about when existing employees “must” submit to a background check.

Response: Section 4.B was revised to clarify these concerns. “Existing full-time and part-time employees and full-time faculty must undergo background checks every five years during employment.” (4.B.1). 4.B.2.c was removed.

Comment: What happens if an existing employee refuses to consent to a background check? Could that employee be suspended from their employment or receive corrective action? (4.B.2)

Response: The employee could receive corrective action as they would be violating policy. Section 4.B.5 has been added, stating, “Existing employees who refuse to consent to a background check could receive corrective action.”

Comment: In section 4.B.4, who is the president’s “designee?” Consider revising.

Response: 4.B.4 has been revised to state, “An existing employee must submit to a background check, where PWC finds that reasonable cause exists.”

Comment: For existing employees, will a consent form for a background check be required each time an employee has a background check? (4.D)

Response: A consent form is required each time an employee has a background check. This is done electronically through the third-party agency conducting college background checks. As the third-party agency could change, a hyperlink was not added to the policy.

Comment: Multiple commenters expressed concern over section 4.C, Criminal Convictions, potentially creating barriers and hardship for employees.

Response: The policy has been revised to state, “Existing employees and volunteers must report criminal convictions, arrests, or criminal charges in any form initiated by any governmental authority. This report must be provided to their Supervisor and Employee Relations within five business days.”

Comment: Can a background check be done earlier in the hiring process, especially for hiring faculty? How long does it take to complete a background check?

Response: We only conduct background checks for those identified as the final candidate. The length of time depends on where the candidate has lived. Usually, it takes about two days to receive the background check results.

Comment: 4.E.2 appears to contradict 4.E.1. Why are we including 4.E.2?

Response: This section has been removed from the policy.

Comment: Suggestion to add a section stating that the college must provide written notice that a background check has been requested per Utah Code §53B-1-110(4).

Response: This is addressed in 4.D, which states, "PWC shall obtain signed consent for a background check for candidates for employment, existing employees, or volunteers."
Currently, this is done electronically.

Comment: 4.F.2. seems to state that a third-party agency can conduct a fingerprint background check when needed. Utah Code §53B-1-110(5)(b) only allows the Utah Bureau of Criminal Investigation and the Federal Bureau of Investigation to conduct a fingerprint background check. Consider deleting section 4.F.2.

Response: No changes were made to the policy. The Board of Higher Education Policy R847, Criminal Background Checks, clarifies that fingerprint background checks may be conducted by "the Utah Bureau of Criminal Identification, the Federal Bureau of Investigation or another government or commercial entity." Currently, some areas of the college, such as child care, require employees to undergo fingerprint background checks.

Comment: Section 4.F.3 seeks information beyond the scope of what the statute requires. Concerns that 4.F.3 constitutes an invasion of the employee or prospective employee's privacy and could affect hiring individuals without social security numbers.

Response: Section 4.F.3 was revised to state, "to verify the candidate or employee's identification, obtain information regarding past employment, and search the individual's criminal background nationwide in the individual's counties of residence."

Comment: Commenters expressed concerns over 4.G.2. What would be the circumstances in which the president or their designee could require candidates to pay for their background check?

Response: Section 4.G.2 was removed from the policy.

Comment: Possibly reword 4.H.2 to state, "In conducting the risk assessment, PWC's hiring representative will consult with the hiring manager to determine whether the candidate constitutes an acceptable or unacceptable risk using the factors set forth in section 4.H.1."

Response: Section 4.H.2 was revised to clarify "the PWC Employment Team."

Comment: Possibly reword 4.H.4 to state, "The supervisor, in consultation with Employee Relations, will determine whether an existing employee, whose criminal background check revealed a criminal history, should be eligible to obtain or retain the position. In such circumstances, Employee Relations may seek additional documentation, using the reasonable cause standard, to assess the existing employee's risk to the college."

Response: No changes were made in response to this comment. PWC will evaluate any background check results on a case-by-case basis.

Comment: Consider organizing section 4.I into subsections dealing with Employment Candidates and Existing Employee rights. Suggest revising 4.I.2.

Response: Section 4.I.2 was revised to state, "The candidate or employee shall be able to respond to PWC regarding the pre-adverse notification and any information received due to the background check."

Comment: Consider adding a section 4.I.4 stating, "An existing employee, who is subjected to adverse action, due to the Criminal Background Check, may be entitled to a hearing under the Employee Grievance Policy or Academic Freedom, Professional Responsibility and Tenure policy, whichever is applicable."

Response: Revision accepted.

Comment: Consider revising section 4.K.1 to state, "Documentation associated with background checks will be kept secure, confidential, and protected. Only employees with a legitimate business purpose to know of the background checks' contents shall have access to the information."

Response: Revision accepted.

Comment: Technical Suggestions regarding grammatical changes and hyperlinks were received.

Response: Suggestions were accepted as appropriate.

Legal Opinion

The first legal review (the "First Review") of the Background Check policy (the "Policy") of Salt Lake Community College ("SLCC") was completed on September 29, 2023. The First Review concluded that the Policy was legally acceptable. Pursuant to SLCC's Policy Development policy, the Policy was posted on SLCC's policy webpage for a 15-day comment period. Comments were received and considered, and the Policy was revised. The most notable revisions include:

1. Section 4.B was revised to state:

- a. Existing full-time and part time employees, including full-time faculty members, "must" (as opposed to "may" in the prior draft) complete a background check every five years (as opposed to three years in the prior draft).
- b. Existing staff members who apply for a different position, and have not had a background check within one year must complete a background check.
- c. An existing employee must submit to a background check when PWC finds that reasonable cause for a background check exists.

d. Existing employees who refuse to complete a background check may be subject to corrective action.

2. Section 4.C was revised to indicate that existing employees and volunteers must report criminal convictions, arrests, or criminal charges in any form initiated by any governmental authority to their supervisor within five business days.

3. Section 4.E was revised to eliminate a provision indicating that if SLCC must bring a candidate on board immediately, the employment offer shall note that a background check is in process and that the offer and continued employment shall be contingent on the background check results, which resulted in the section stating that “[b]ackground checks shall be completed before PWC authorizes a candidate to begin working.”

4. Section 4.G was revised to eliminate a provision indicating that there may be times when SLCC’s president or designee may require candidates to pay for background checks, which resulted in the section stating that SLCC “shall pay the costs to the bureaus or agencies for processing candidates’, employees’, and volunteers’ background checks.”

5. Section 4.I was revised to include a provision stating that “[a]n existing employee, who is subjected to adverse action, due to a background check, may be entitled to a hearing under the Employee Grievance policy, or the Academic Freedom, Professional Responsibility and Tenure policy, whichever is applicable.

6. Section 4.K was revised to state that documentation associated with background checks will be kept secure, confidential, and protected, and that “[o]nly employees with a legitimate business purpose to know of the background checks’ contents shall have access to the information.”

The revisions referenced above have been carefully considered for legal significance. These revisions do not create any legal issues that have not already been considered and addressed in the development of this Policy. Thus, the revisions are compliant with Utah Code §53B-1-110.

One commenter observed that adjunct faculty are part-time positions, stated that Utah Code §53B-1-110(3)(b) does not require that background checks for adjunct faculty positions, and asked why SLCC is requiring adjunct faculty to complete background checks. The initial response to these comments was: (1) the Board of Higher Education Policy [R847, Criminal Background Checks](#), specifically addresses the need for concurrent enrollment faculty and anyone at SLCC who will be working with minors to undergo background checks; (2) the process for assigning concurrent enrollment students who are minors to course sections has changed; and (3) as a result, PWC and the appropriate Associate Deans cannot identify which faculty, adjunct or otherwise, will be teaching minors until after the course has begun. Presumably, this is the main reason SLCC has decided to require adjunct faculty to complete

background checks. This requirement is consistent with Utah Code §53B-1-110(3)(c), which states that SLCC's policy "may allow or require applicants for positions other than those described in Subsection (3)(a)(i) to submit to a criminal background check as a condition of employment."

Based on the foregoing, the Policy, as revised, is legally acceptable. As a reminder, because it is a new policy, it will require the Board of Trustees approval.

4.4.070

Background Checks Policy

Date of last board of trustees review: (new policy)

The originator of this policy is People & Workplace Culture. Questions regarding this policy may be directed to the originator by calling 801-957-4210.

1. Policy

This policy provides for background checks of prospective and existing Salt Lake Community College employees and volunteers.

2. References

Higher Education Criminal Background Checks, Utah Code §§ 53B-1-110.

4.4.070

Background Checks Procedure

Date of last executive cabinet review: (new policy)

The originator of this procedure is People & Workplace Culture. Questions regarding this procedure may be directed to the originator by calling 801-957-4210.

3. Definitions

- A. Adverse Action: any material action against an individual that affects an employee's employment status, including compensation, terms, conditions, location, rights, immunities, promotions, or privileges.
- B. Candidate: individual offered employment, transfer, or promotion, contingent on acceptable results of a background check and other reviews required for the position by the college. Existing employees receiving a promotion in rank are not considered candidates.
- C. Concurrent Enrollment Instructors: individuals contracted and/or paid by SLCC to teach concurrent enrollment courses.
- D. Existing Employee: individual currently employed by SLCC.
- E. Pre-adverse action notice: is a communication sent to candidates to alert them that the contents of their background check may influence a hiring decision.
- F. Reasonable Cause: where the known facts and circumstances are sufficient to warrant a person of reasonable prudence to believe that the employee poses an unreasonable risk to persons or property, or a history or report of a crime will be found.
- G. Volunteer: an individual who performs services directly related to the activities of the college for their own benefit or to support the humanitarian, educational, or public service activities of the college. Volunteers perform services without promise, expectation, or receipt of any compensation, future employment, or any other tangible benefit.

See [Personnel Definitions](#)

4. Procedures

A. Required Background Checks

1. All candidates for full-time or part-time positions at Salt Lake Community College must submit to a background check as a condition of employment.
2. Departments must check with People & Workplace Culture (Human Resources) before volunteer work occurs. Volunteers must submit to a background check if deemed necessary by People & Workplace Culture ("PWC").

B. Background Checks for Existing Employees

1. Existing full-time and part-time employees and full-time faculty must undergo background checks every five years during employment.
2. Existing employees must also submit to a background check if they are:
 - a. adjunct faculty or staff who apply for full-time faculty positions;
 - b. staff who apply for a different staff position and have not had a background check within one year;
 - c. concurrent enrollment instructors; or
 - d. working with an SLCC partnership that requires background checks to maintain agreements.
3. If there is a break in employment at the college, an employee must submit to a background check when employment resumes.
4. An existing employee must submit to a background check, where PWC finds that reasonable cause exists.
5. Existing employees who refuse to consent to a background check could receive corrective action.

C. Criminal Convictions

Existing employees and volunteers must report criminal convictions, arrests, or criminal charges in any form initiated by any governmental authority. This report must be provided to their Supervisor and Employee Relations within five business days, consistent with the [SLCC Employee Conduct Policy](#).

D. Release of Information

PWC shall obtain signed consent for a background check for candidates for employment, existing employees, or volunteers.

E. Processing Time of Background Checks

Background checks shall be completed before PWC authorizes a candidate to begin working.

F. Third-party Agency Background Check

1. The college may use a third-party agency to conduct background checks.
2. The college may use a third-party agency to conduct a fingerprint background check process where indicated.
3. At a minimum, the third-party agency must conduct an investigation to verify the candidate or employee's identification, obtain information regarding past employment, and search the individual's criminal background nationwide in the individual's counties of residence.

G. Payment of Costs

The college shall pay the costs to the bureaus or agencies for processing candidates', employees', and volunteers' background checks.

H. Risk Assessment

1. PWC will assess the overall risk based on the convictions disclosed by the background check. That risk assessment will include:
 - a. the type of conviction and whether it relates to the job;
 - b. the length of time elapsed since the convictions;
 - c. the number of convictions;
 - d. the severity of the convictions;
 - e. potential risk to other employees, customers, or the college; and
 - f. other factors that may be relevant.
2. Based upon results, the PWC Employment Team may consult with the senior director of PWC, the associate vice president of PWC, the associate vice president of Public Safety, and the General Counsel to determine risk using the factors in section 4.H.1 of this policy.
3. PWC will notify the hiring manager of the determination regarding their prospective employee.
4. The college may determine whether an individual with a criminal history should be eligible to obtain or retain the position or if additional documentation should be required.

I. Opportunity to Respond

1. Before a candidate is denied employment or an employee is subjected to an adverse action based on information obtained in the background report, the candidate or employee will receive notice of the reasons for preliminary denial or the pre-adverse action.
2. The candidate or employee shall be able to respond to PWC regarding the pre-adverse notification and any information received due to the background check.
3. If a candidate disagrees with the accuracy of any information in the report and notifies PWC within three business days of receipt, the college shall provide a reasonable opportunity to address the information in the report.
4. An existing employee, who is subjected to adverse action, due to a background check, may be entitled to a hearing under the Employee Grievance policy or Academic Freedom, Professional Responsibility and Tenure policy, whichever is applicable.

J. Verification of Statements

1. During any background check, PWC reserves the right to verify any statements or references on the application form or other supplemental forms necessary for employment.
2. In their discretion, the associate vice president of PWC or their designee may evaluate the truthfulness of any candidate's statement in the application or such supplementary data as may be voluntarily submitted or required to be investigated.
3. Any item on the employment application determined to be falsified may result in the employee being terminated from their present position with the college, and a candidate will be removed from consideration for appointment to any campus position.

K. Record Keeping

1. Documentation associated with background checks will be kept secure, confidential, and protected. Only employees with a legitimate business purpose to know of the background checks' contents shall have access to the information.
2. Requests for copies of documentation must follow the [PWC personnel file department rule](#).

L. Limitation on the Use of Information

The information in the background check will be available only to the employee or applicant and those involved in making employment decisions or performing the

background check, and the information will be used only for making an employment or promotion decision.

DRAFT



TAB N

Employment of Relatives

Date: April 17, 2024

Sponsor: vice president Chris Martin

Summary

Type of Review: 5-year

Last Board of Trustees Review: circa 2016

Context

The policy and procedures have been revised for clarity and comprehension, and the definitions have been reviewed and revised. During the review of this policy, a main concern for the college community was the employment of spouses or domestic partners and employees who are married. Clarifying language addressing these concerns was included in sections 4.B, 4.C and 4.F.

1. Changes / Revisions to Policy Section

- a. Section 1 was revised for clarity and conciseness.
- b. No revisions were made to section 2.

4.4.050

Employment of Relatives Policy

Date of last board of trustees review: XXX

The originator of this policy is People & Workplace Culture. Questions regarding this policy may be directed to the originator by calling 801-957-4210.

1. Policy

This policy establishes the guidelines and reporting requirements for the employment of relatives. This policy applies to all current and future employees.

2. References

- A. Prohibiting Employment of Relatives, Utah Code Ann. §§ 52-3-1–4.

4.4.050

Employment of Relatives Procedure

Date of last executive cabinet review: March 29, 2016

The originator of this procedure is People & Workplace Culture. Questions regarding this procedure may be directed to the originator by calling 801-957-4210.

3. Definitions

- A. Administrative concern: caused by situations including, but not limited to, those involving preferential treatment of the relative in hiring, promoting, allocating salary, assigning duties, arranging schedules, allocating equipment or facilities, or treating matters that should involve discipline or termination.
- B. Relatives: includes parent, sibling, spouse, child, grandparent, grandchild, domestic partner, aunt, uncle, niece, nephew, first cousin, mother-in-law, father-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, and any step-relatives of the same degree.

See [Personnel Definitions](#)

4. Procedures

- A. Salt Lake Community College ("SLCC") is committed to a policy of employment and advancement based on qualifications and merit. SLCC does not discriminate in favor of or in opposition to the employment of relatives.
- B. This policy specifically prohibits the employment of relatives in any position where a direct or indirect supervisory relationship would exist between relatives or would create an apparent or actual conflict of interest. This includes, but is not limited to, appointment, hiring committees, compensation, assignment of work, evaluation, grants administration and sponsored research projects, and financial authority or transactions.
- C. Relatives may not be employed where they will work in close proximity, either as to administrative relationship or location, and they will not be employed; otherwise, where to do so would cause administrative concern. In cases of administrative concern, the department should contact Employee Relations to advise on a case-by-case basis.

D. Upon employment:

1. employees must disclose to their supervisor any known relationships that may cause a conflict of interest; and
2. an employee and their relative may not work in the same department (the lowest organizational unit).

E. This policy will not be considered retroactive.

F. Exceptions

1. For exceptions to the procedures in sections 4.B & C, the [Employment of Relatives Authorization form](#) must be submitted and will be routed for approvals.
2. Final approval is determined by the People & Workplace Culture Employment office, appropriate cabinet member, or college president, depending on the position's reporting structure.
3. Employees whose Employment of Relatives Authorization form has previously been approved need not resubmit it when applying for a different position at the college.

TAB O

Data Brief

Engage



Strategic Objective		Metric	3- Year Target	5-Year Target
Engage	Enroll and retain more Salt Lake County residents in higher education	Annualized unduplicated headcount	48,846	55,400

Executive Summary

Salt Lake Community College (SLCC) serves three core student populations: undergraduate, concurrent high school, and technical students. Undergraduate students pursue credit-bearing courses, including self-supporting and state-funded options. Concurrent high school students enroll concurrently in college-level courses offered both within high schools and on SLCC campuses. Technical students participate in short-term training programs designed for rapid workforce entry.

Over the past decade, SLCC has observed varied enrollment trends across these populations. While concurrent and technical student numbers have grown steadily, undergraduate enrollment has experienced a significant decline. Factors contributing to this decline include low retention rates, decreasing market share, and the perception of a lower return on investment in higher education. To achieve the ambitious goal of 55,400 total students, SLCC must prioritize increasing undergraduate enrollment while strategically managing growth in the other two student populations.

Enrollment Trends

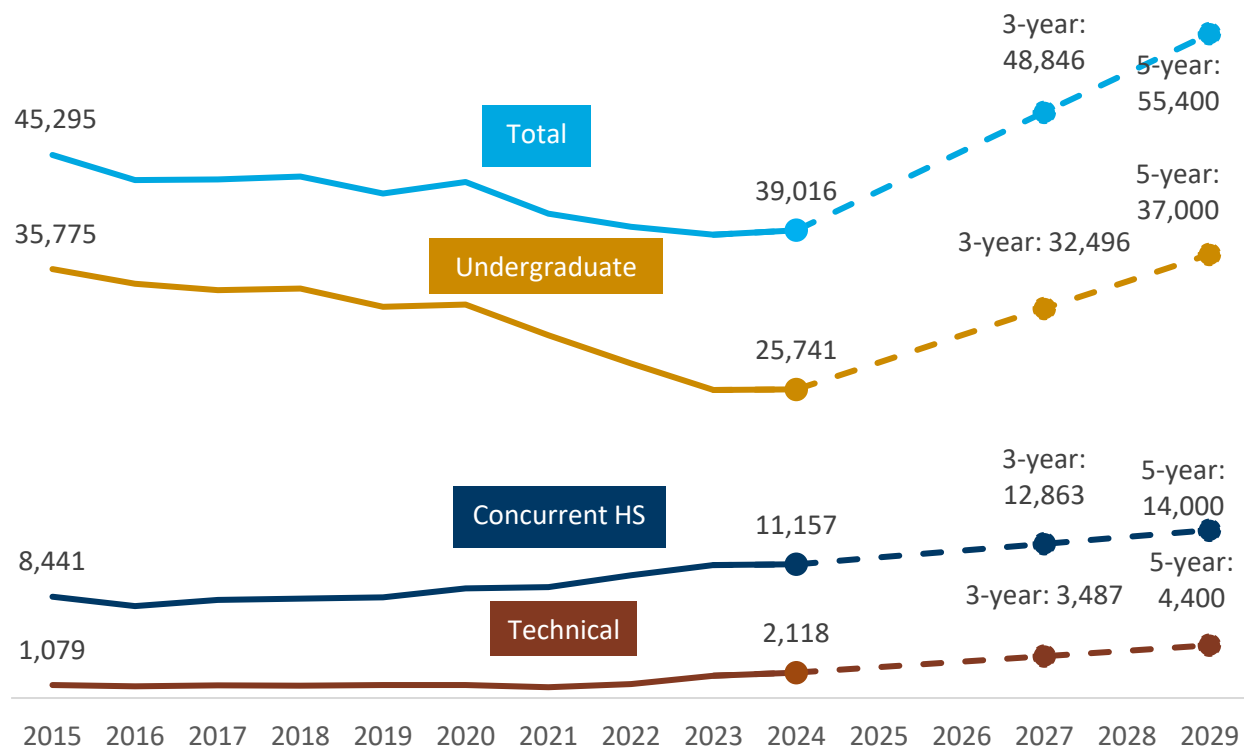
- Undergraduate enrollment has steadily declined from 35,775 students in 2015 to 25,741 students in 2024. This represents a decrease of 28.3%.
- Concurrent high school enrollment has steadily increased from 8,441 students in 2015 to 11,157 students in 2024. This represents an increase of 32.2%.
- Technical student enrollment has experienced significant fluctuations over the past decade, with a sharp increase from 1,079 students in 2015 to 2,118 students in 2024. This represents an increase of 96.2%.

Undergraduate enrollment peaked at 38,778 in 2011 as a result of the Great Recession of 2008 but has since declined. To establish a sustainable goal, we aim for 37,000 undergraduate students. This aligns with 2014 levels and positions SLCC to serve 55,400 total students. Reversing the undergraduate enrollment decline requires a multi-faceted approach. We must improve student retention, expand our reach, and effectively communicate higher education's value. By showcasing program relevance to students' future goals, we can counter the perception of low return on investment.

Concurrent enrollment can contribute to undergraduate growth, but careful planning is essential to ensure student transition. Expanding offerings in underserved high schools west of Salt Lake County will maximize the program's impact.

Technical education growth hinges on offering programs leading to high-paying jobs. Focusing on in-demand fields like information technology and healthcare will drive enrollment.

Annualized unduplicated headcount overall and for three student population segments



To achieve this goal, SLCC should focus on the following targets:

- Undergraduate Students: Increase enrollment by an average of 2,252 students per year, reaching 37,000 students by 2029. This represents an increase of 35% over five years.
- Concurrent High School Students: Maintain current enrollment trends or achieve a modest increase of 570 students per year, reaching 14,000 students by 2029. This represents an increase of 22% over five years.
- Technical Students: Increase enrollment by an average of 456 students per year, reaching 4,400 students by 2029. This represents an increase of 70% over five years.

Additional Considerations

- Continue tracking market share of college-age and post-traditional college students.
- Conduct ongoing research to understand the reasons for the decline in undergraduate enrollment and inform initiatives to attract and retain students.
- Evaluate geographic offerings to optimize college infrastructure and ensure all campuses and sites can effectively support students.
- Reallocate resources towards targeted marketing and recruitment campaigns to attract students from underserved populations.
- Prioritize resources to student support services shown to improve retention rates.
- Collaborate with employers to develop programs aligning with local workforce needs.

Complete



Target

Strategic Objective		Metric	3-year Target	5-year Target
Complete	Increase timely certificate and degree completion leading to transfer and meaningful employment	Timely Completion Rate	50%	54%

Executive Summary

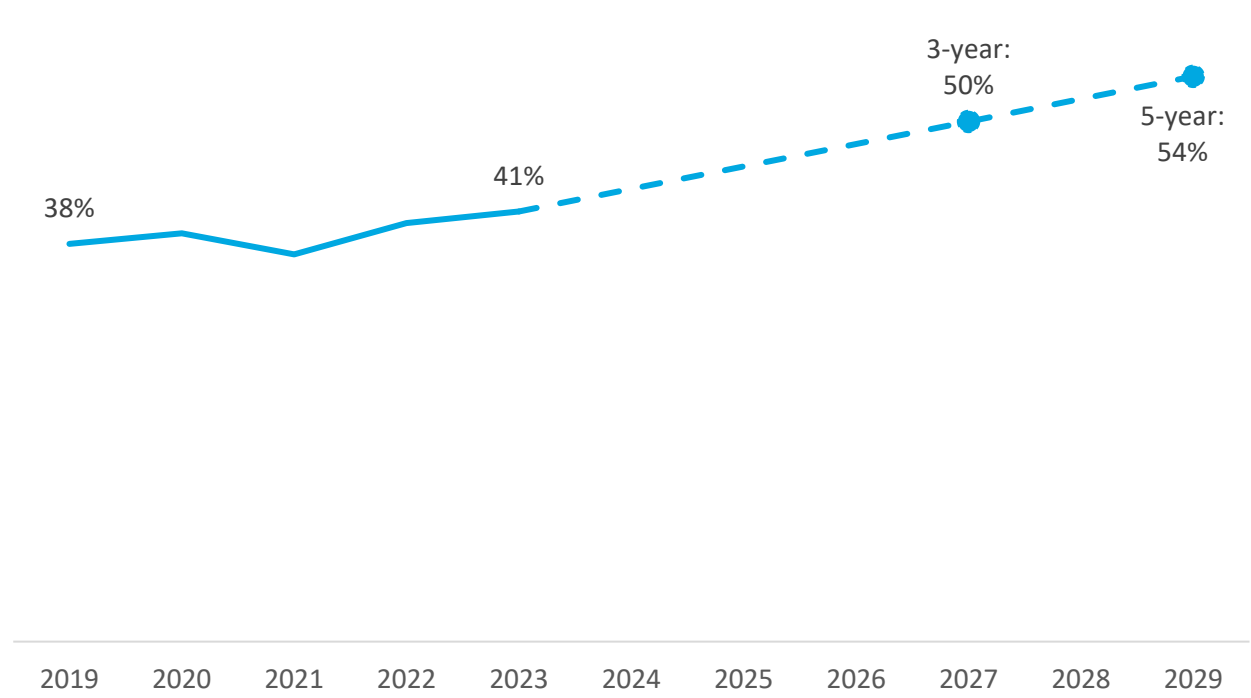
Salt Lake Community College (SLCC) is committed to increasing student success by improving completion rates and facilitating seamless transfer pathways. Over the past four years, we have worked to increase completion from 38% to 41%, and our aim is to ensure more than half of our students are able to complete a credential or transfer in a reasonable amount of time. The college offers a variety of degrees, certificates, and career and technical education programs to equip students for transfer, employment, or career advancement. Strong transfer partnerships with key Utah universities, supported by articulation agreements, further enhance student success.

Timely Completion

We define timely completion as the proportion of first-time, credential-seeking students who complete a degree or certificate or transfer to another institution within 150% of the expected time for their program of study. This gives students a three-year window to complete a “two-year” credential, providing an important buffer for the majority of our students who are part-time. Because transfer is such a critical component to our mission as a community college, we consider transfer a successful outcome, regardless of completion status.

While we have observed an increase in the timely completion rate over the last few years, we believe it is incumbent upon us to ensure at least half of the students who enroll at SLCC are able to complete their credential or transfer in a timely manner. Thus, we set our 3-year goal at 50% in order to reach 54% within five years.

Timely Completion Rate: Proportion of first-time, credential-seeking student who complete a credential or transfer within 150% of expected time



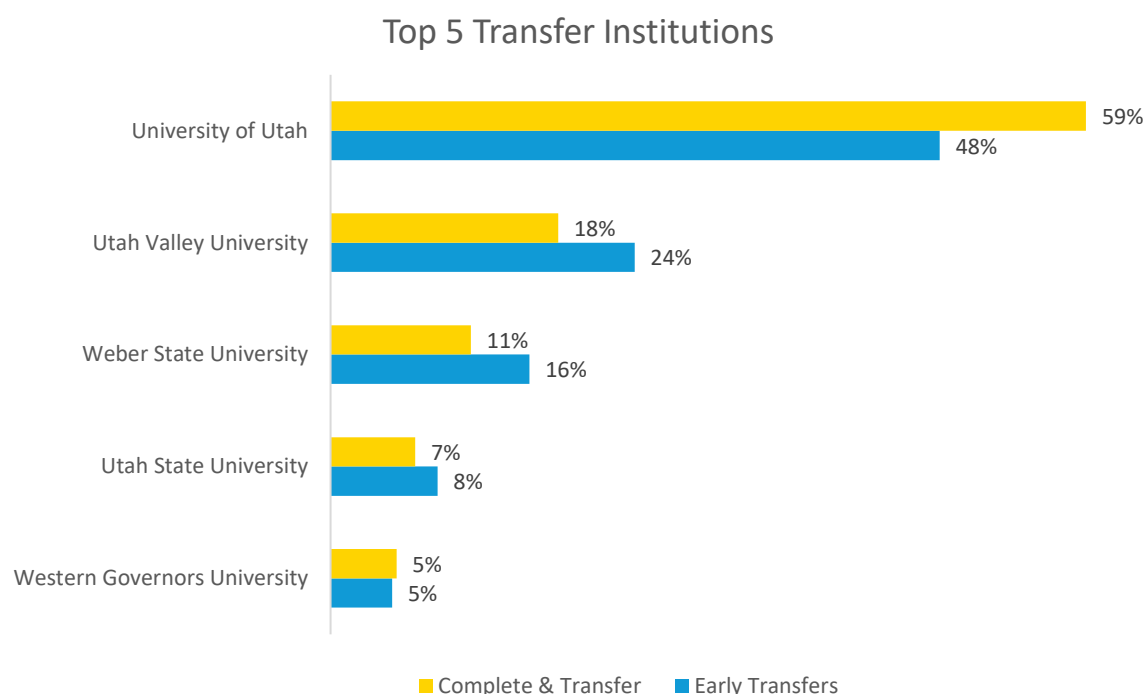
Current Credential Offerings

SLCC offers an array of degree and certificate programs designed to meet the educational and career needs of its students. The college provides credentials across various areas of study, with 145 programs qualifying as Career and Technical Education. Notably, SLCC's offerings also include a robust set of programs through Salt Lake Technical College, emphasizing practical skills and vocational training to allow students to enter the workforce immediately upon completion. The table below illustrates the distribution of credentials across program areas and credential types.

Area of Study	AA	AS	APE/APS	AAS	CER/CC/CP/CA
General Ed, General Studies, Interdisciplinary Studies	2	2			1
Arts, Communication and Digital Media		8		13	8
Business	1	2		6	8
Computer Science and Information Technology		1		2	10
Health Sciences		2		8	1
Humanities	6	2		1	
Manufacturing, Construction and Applied Technologies		3		20	29
Social and Behavioral Sciences, Education and Human Services	1	9		1	7
Science, Math and Engineering		8	2	1	5
Salt Lake Technical College					27
Total	12	39	4	56	96

Primary Transfer Pathways by University

While former SLCC students transfer to a variety of institutions in Utah and nationally, the University of Utah is the primary transfer destination. As seen in chart below, it receives 48% of early transfers and 59% of students who complete their programs at SLCC before transferring in the respective years.



Context for Proposed Target

- **Completion Rate:** Accelerating SLCC's timely completion rate to 50% within three years and 54% within five years will significantly enhance student success and institutional reputation. By equipping students with in-demand credentials faster, we will boost their earning potential and contribute to a more skilled local workforce. This achievement will not only improve student outcomes but also strengthen SLCC's position for increased funding and partnerships.

Additional Considerations

- Ensure programs align with industry needs and transfer institution requirements.
- Strengthen advising services to guide students on efficient paths to completion.
- Expand and improve articulation agreements with the U of U and other four-year institutions around its service area.
- Enhance job placement support and internship opportunities to support meaningful employment initiatives.
- Develop compressed or additional year-round program options for faster completion.

Thrive



Target

Strategic Objective		Metric	3-year Target	5-Year Target
Thrive	All students achieve meaningful employment	Average of median earnings for graduates 2 years (AAS) and 4 years (AA/AS/APE/APS) post-completion	\$62,451	\$65,000

Executive Summary

SLCC defines meaningful employment as securing a relatively high-wage job in one's field of study following the completion of a credential. The minimum economic return for an SLCC education must include recouping educational costs. However, we want our graduates to fare even better, aiming to set our students for upward economic mobility. Our goal is to assist our students in attaining a middle-income salary within two years of completing a terminal degree (AAS) or within four years of completing a transfer degree (AA/AS/APE/APS). Because the threshold for middle income in Salt Lake County is \$65,000, we set this as the target for the median income of SLCC graduates.

Median Earnings Post-Graduation

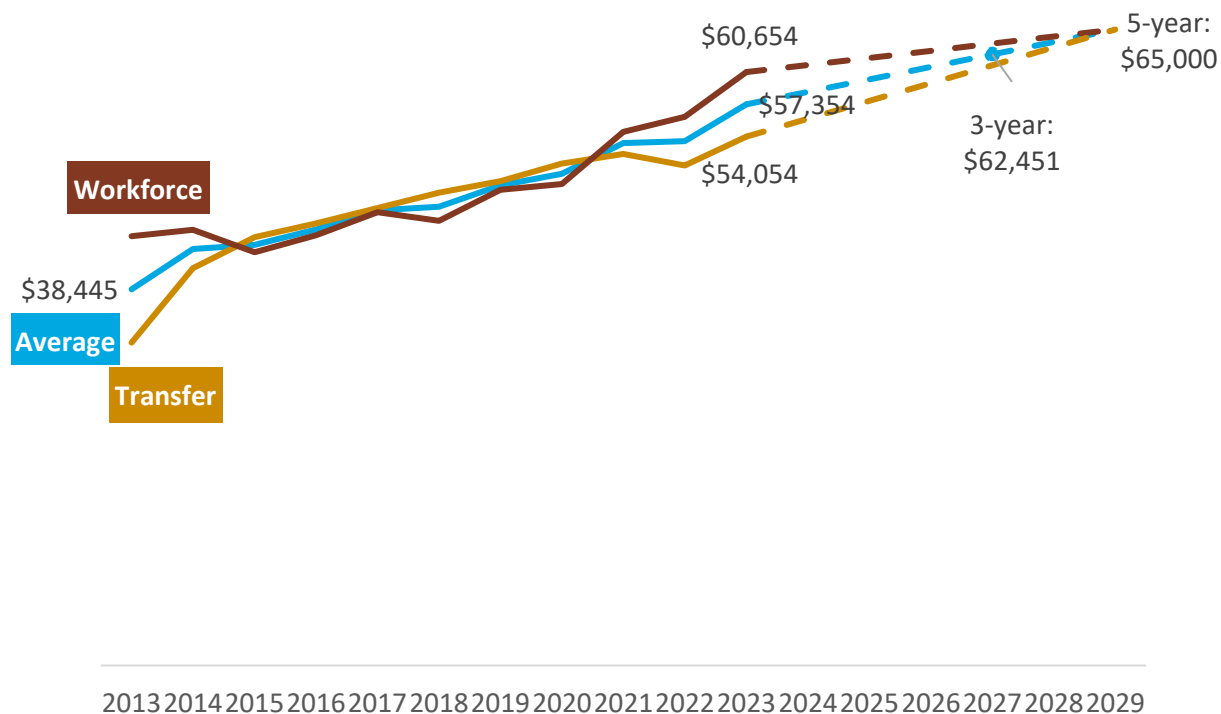
Our definition of meaningful employment involves three components. An SLCC student can be said to have achieved meaningful employment when they 1) attain a job 2) related to their field of study 3) with a relatively high salary. While we are able to measure earnings and field of study using the Utah Department of Workforce Services wage data and other third-party data sources, we lack a reliable job placement rate. The summary metrics for this strategic objective will include SLCC graduates job attainment in the field of study, attained through post-graduate surveys.

We can evaluate a student's return on investment in education using two key benchmarks. The first is a minimum economic return, in which a student earns enough to match the income of a high school graduate and also recover the full cost of their education. However, our goal is to go beyond this by fostering economic mobility for our students. We define economic mobility as helping our students move into higher income quartiles within our service area. Ultimately, our five-year goal is to position our students to enter the middle-income bracket in Salt Lake County, which begins at \$65,000.

We have divided our graduates into two cohorts, each with a different time frame for measuring their earnings. For Associate of Applied Science (AAS) graduates, whose degree is intended to lead directly to the workforce, we assess their income two years after graduation. In contrast, for those with transfer degrees (AA, AS, APE, or APS), which are designed to represent the first half of a bachelor's degree, we allow a four-year window. This gives time for these graduates to complete their bachelor's degree and secure employment afterward. We then average these two groups to arrive at a single metric.

As shown in the graph below, the median earnings of our graduates exceed both the Utah median (\$37,332) and the Salt Lake County median (\$41,318). While this is a strong starting point, our goal is to increase this figure to \$65,000 within the next five years. To reach this target, we aim to raise the average to approximately \$62,451 by 2027.

Median earnings for graduates 2 years (AAS) and 4 years (AA/AS/APE/APS) post-completion, and average median earnings



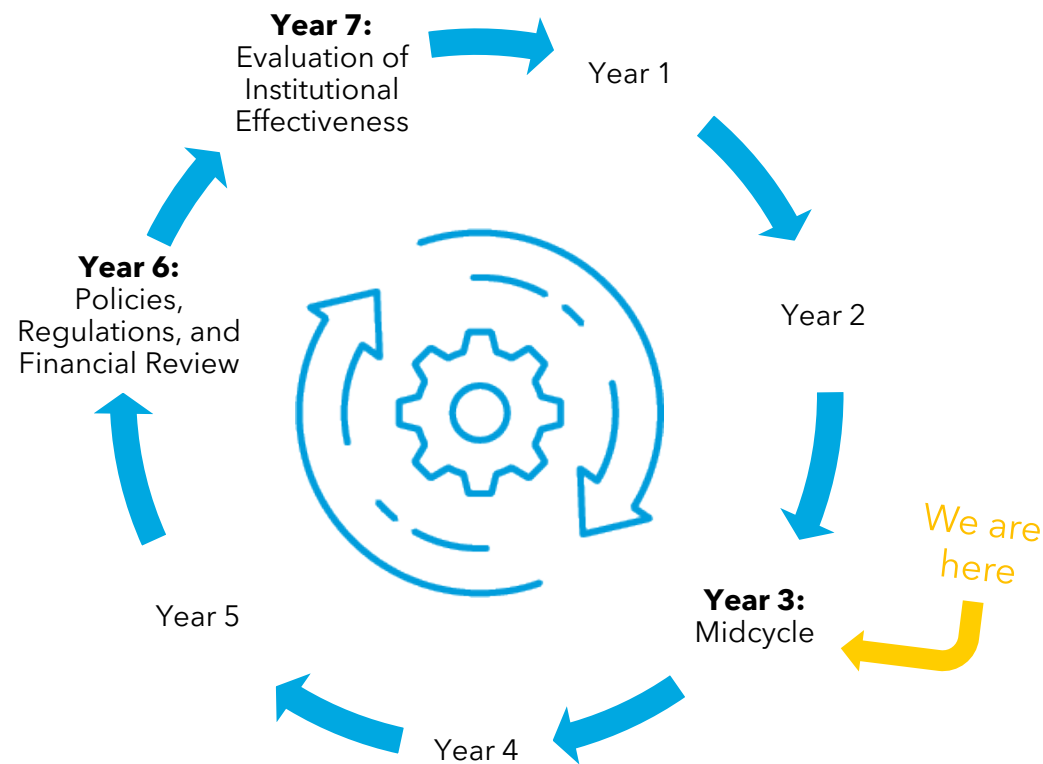
Finally, we should consider the money as well as the time invested in education. This means we must provide the best education for the lowest cost in the shortest amount of time. We think we are well positioned to occupy the intersection of these three elements, offering high quality programs and low tuition. However, with a time to completion rate 20% higher than the community college average nationally, we have room to improve in this area.

Additional Considerations

- Focus on high yield programs to ensure job placement and higher earnings for our graduates.
- Enhance Career Services offerings, emphasizing individual career plans, regular advising sessions, and comprehensive job search support.
- Expand work-based learning opportunities such as internships.
- While we can measure earnings and field alignment, reliable job placement rate data is needed. We can begin tracking job placement using graduating student surveys.
- Direct resources toward shortening time to completion with accelerated programs, proactive advising, progress tracking, and/or other institutional supports.

Accreditation Update

August 14, 2024



Report due:
September 12

Site visit:
October 24 - 25



Midcycle Report

1. Mission fulfillment assessment
2. Student achievement indicators
3. Programmatic assessment
4. Addenda (Recommendations)



Midcycle Visit

Interviews
Campus tours
Open forums