



**Board of Trustees  
February 11, 2015  
8:00 a.m.  
Taylorsville Redwood Campus  
AAB Board Room 428**

Meeting to be conducted by Stan Parrish, Vice Chair

**No Executive Session is anticipated in connection with this meeting.**

**TAB**

**I. BOARD BUSINESS: Stan Parrish, Vice Chair**

- A. Announcement of Honorary Doctorate Recipients
- B. Trustee Audit Committee Report, Trustee Clint Ensign
- C. Action: Board of Trustees Bylaws Revision

**A**

**II. CONSENT CALENDAR:**

It is the recommendation of the Vice Chair that the Board approve the following items on the Consent Calendar:

- A. **Investment Report for December 2014**
- B. **Minutes of Previous Meeting, January 14, 2015**
- C. **Executive Session:** Approval to hold an Executive Session or Sessions in connection with the meeting of the SLCC Board of Trustees to be held March 11, 2015 to consider matters permitted by the Utah Open and Public Meetings Act.
- D. **Personnel Report for January 2015**
- E. **Government Funding Report—Major Grants Requested/Received**

**B**

**C**

**D**

**E**

**III. PRESIDENT’S REPORT: Dr. Deneece Huftalin, President**

- A. President Huftalin
  - 1. Information: Pat Richards (appointment to Federal Reserve Board)
  - 2. Information: Meeting Format
- B. Institutional Effectiveness & Planning Report – VP Barbara Grover
  - 1. Information: Accreditation Update
  - 2. Information: Spring Enrollment Report
- C. Instruction Report –Interim Provost Clifton Sanders
  - 1. Action: Program Proposals
- D. Student Services Report – Vice President Nancy Singer
  - 1. Information: ADA Policy, First Reading
- E. Institutional Advancement Report – Vice President Alison McFarlane
  - 1. Information: Moment of Mission—Sundance Wrap-Up
- F. Government and Community Relations Report – Scott Brown

**F**

**G**

**H**

**I**

**J**

**K**

**L**

- G. Campus-based & Constituents Reports:
1. Faculty Report – Lois Oestreich and Joe Gallegos **M**
  2. Staff Association Report – Mike Blain **N**
  3. Student Life and Leadership Report – Carlos Moreno **O**
  4. Information Technology – Bill Zoumadakis **P**

**IV. INFORMATION SHARING AND INPUT:**

**V. CALENDAR OF UPCOMING EVENTS: **Q****

**VI. ADJOURNMENT:**

Next Board Meeting: March 11, 2015  
Taylorsville Redwood Campus AAB Board Room

**REMINDERS:**

**Please remember to place the parking pass on your dashboard. There will be reserved parking stalls south of the Academic & Administration Building.**

**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.**

**FIRST AMENDMENT TO THE RESTATED BYLAWS  
OF  
THE SALT LAKE COMMUNITY COLLEGE**

**ARTICLE I  
OFFICES**

The principal office of the Salt Lake Community College (the “College”) ...

**ARTICLE II  
PURPOSES**

The purpose of the College is to act and operate as a state institution ...

**ARTICLE III  
POWERS**

Exclusively in furtherance of such purposes, by way of illustration ...

**ARTICLE IV  
MEMBERS**

The College shall have no members.

**ARTICLE V  
GOVERNING BOARD**

1. Number and Qualifications. As provided under Section 53B-2-104 of the Act, the number of Trustees on the Governing Board of the College shall be ten (10) persons, all of whom shall be of age eighteen (18) years or older, eight (8) of whom shall be appointed by the Governor and approved by the Senate of the State of Utah, and two (2) of whom shall become Trustees by virtue of their position (ex-officio)\*: the president of the College’s alumni association and the president of the College’s associated students. ~~Trustees must be residents of the State of Utah.~~—The Governor shall appoint and the Senate shall approve only candidates who are not “disqualified persons,” as defined in Section 4946 of the Internal Revenue Code (other than foundation managers), to assure that the College is not controlled, directly or indirectly, by one or more such “disqualified persons,” but rather is responsive only to the State of Utah. (*\*Note: Ex Officio means “by virtue of office or position” and is not related to voting rights.*)

**MONEY MANAGEMENT INVESTMENTS  
SUMMARY OF INVESTMENT TRANSACTIONS  
FOR THE YEAR ENDING JUNE 30, 2015**

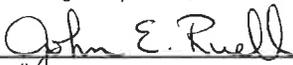
Month	Beginning Balance	Purchases	Sales	Ending Balance	Weighted Average Balance	Interest and Dividends	Interest Rate
July 2014	108,949,211.16	24,094,543.31	29,671,896.65	103,371,857.82	101,098,952.43	76,641.96	0.89%
August 2014	103,371,857.82	50,963,257.30	38,714,454.85	115,620,660.27	112,502,190.67	103,690.49	1.09%
September 2014	115,620,660.27	41,750,244.75	41,188,034.63	116,182,870.39	112,361,360.79	86,253.39	0.93%
October 2014	116,182,870.39	14,622,409.43	19,760,930.42	111,044,349.40	109,778,802.86	112,889.48	1.21%
November 2014	111,044,349.40	22,715,416.65	23,584,613.41	110,175,152.64	111,597,504.70	109,235.88	1.19%
December 2014	110,175,152.64	26,549,011.92	28,296,949.96	108,427,214.60	101,440,832.70	96,837.49	1.12%
January 2015							
February 2015							
March 2015							
April 2015							
May 2015							
June 2015							
<b>Totals</b>		<b>180,694,883.36</b>	<b>181,216,879.92</b>		<b>108,129,940.69</b>	<b>585,548.70</b>	<b>1.07%</b>

\* Based on average of months shown

  
Dr. Denece Huffalain, President

TO: GAIL MILLER, 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.

  
 John E Ruell  
 Public Treasurer, Salt Lake Community College

SALT LAKE COMMUNITY COLLEGE  
 MONEY MANAGEMENT INVESTMENTS  
 INVESTMENT PORTFOLIO AT 12-31-14

<u>Description</u>	<u>Rate of Return</u>	<u>Settlement Date</u>	<u>Maturity Date</u>	<u>Cost</u>	<u>Market Value</u>
Agri Bank of China Commercial Paper	0.75%	12/18/14	12/17/15	1,985,659.08	1,985,200.00
Bank of America Medium Term Note Floater (ML) Medium Term Note Floater	0.68% 0.79%	04/25/13 05/14/13	01/15/15 03/22/16	2,000,008.95 1,001,194.08	2,000,100.00 1,004,037.00
BFCM Medium Term Note Floater	0.96%	03/04/14	01/20/17	3,007,586.20	3,020,622.00
BPCE SA Medium Term Note Floater Medium Term Note Floater Medium Term Note Floater	0.78% 0.94% 0.89%	02/14/14 02/18/14 03/11/14	04/25/16 02/10/17 02/10/17	2,750,436.12 1,002,823.92 1,029,003.50	2,755,059.48 1,006,623.00 1,031,788.58
Citigroup Inc Medium Term Note Medium Term Note Floater	0.85% 0.68%	10/15/13 12/23/13	01/15/15 07/25/16	1,506,200.33 1,511,975.84	1,505,138.77 1,509,501.00
Federal Ag Mortgage Corp US Agency	1.83%	03/05/14	03/05/19	5,000,000.00	5,009,780.00
Federal Farm Credit Bank US Agency US Agency US Agency US Agency US Agency US Agency	1.38% 1.27% 1.52% 1.78% 1.60% 1.95%	07/03/14 07/08/14 07/28/14 08/21/14 10/23/14 11/18/14	03/23/18 01/08/18 07/23/18 02/20/19 10/23/18 11/18/19	1,000,000.00 2,000,000.00 2,000,000.00 1,000,000.00 1,000,000.00 2,000,000.00	997,246.00 2,000,194.00 1,998,300.00 1,000,137.00 992,938.00 1,999,868.00
Federal Home Loan Bank US Agency US Agency US Agency US Agency US Agency US Agency US Agency	1.05% 1.20% 2.29% 1.60% 1.70% 1.50% 2.05%	05/29/14 06/19/14 07/15/14 08/21/14 09/26/14 12/26/14 12/30/14	08/22/17 12/19/17 07/15/19 08/13/18 09/26/18 06/26/18 12/30/19	1,400,000.00 2,000,000.00 999,427.75 2,000,000.00 2,000,000.00 1,000,000.00 2,000,000.00	1,393,103.60 1,992,818.00 1,000,265.00 1,994,102.00 2,000,232.00 997,270.00 1,994,368.00
Federal Home Loan Mortgage Corp. US Agency US Agency US Agency US Agency US Agency US Agency US Agency US Agency US Agency	1.00% 1.80% 1.35% 1.25% 1.43% 1.13% 1.75% 1.25% 1.75%	06/26/14 03/12/14 07/17/14 07/17/14 07/28/14 09/15/14 09/26/14 09/29/14 12/26/14	06/26/17 03/12/19 01/17/18 10/17/17 04/24/18 09/15/17 12/26/18 09/29/17 12/26/18	1,000,000.00 2,000,000.00 2,000,000.00 2,000,000.00 2,000,000.00 1,000,000.00 2,000,000.00 2,000,000.00 2,000,000.00	995,797.00 2,004,882.00 1,999,800.00 2,000,898.00 1,998,014.00 1,001,169.00 2,000,050.00 2,000,308.00 1,999,056.00
Federal National Mortgage Association US Agency US Agency US Agency US Agency US Agency US Agency	2.00% 1.20% 1.25% 1.55% 1.75% 2.00%	04/30/14 11/21/14 09/11/14 11/28/14 11/24/14 09/30/14	04/30/19 11/21/17 12/11/17 11/28/18 05/24/19 09/30/19	2,000,000.00 1,000,000.00 1,000,000.00 1,000,000.00 1,000,000.00 2,000,000.00	2,009,688.00 998,843.00 998,400.00 988,912.00 995,216.00 2,004,952.00

<u>Description</u>	<u>Rate of Return</u>	<u>Settlement Date</u>	<u>Maturity Date</u>	<u>Cost</u>	<u>Market Value</u>
General Electric Capital Corporation Medium Term Note Floater	0.56%	08/07/13	07/12/16	2,003,270.42	2,013,626.00
Goldman Sachs GP Inc Medium Term Note	0.67%	02/07/14	05/03/15	2,521,806.63	2,520,297.50
Medium Term Note Floater	0.79%	02/07/14	03/22/16	1,997,530.82	1,995,540.00
HSBC Finance Corporation Medium Term Note Floater	1.03%	06/26/13	06/01/16	1,716,917.32	1,716,245.24
Medium Term Note	0.70%	01/28/14	04/15/15	1,046,686.53	1,046,530.23
Medium Term Note	0.80%	03/31/14	06/30/15	2,041,696.03	2,040,350.00
Intermountain Power Agency Muni	1.10%	06/26/14	07/01/17	1,205,400.00	1,197,312.00
JP Morgan Chase & Company Medium Term Note Floater	0.84%	09/30/13	06/13/16	2,490,059.20	2,489,405.00
Medium Term Note Floater	1.29%	04/26/13	03/20/15	2,003,845.20	2,003,286.00
Lloyds TSB Bank Medium Term Note Floater	0.94%	12/02/13	04/13/15	2,007,572.68	1,996,000.00
Macquarie Bank Medium Term Note Floater	0.84%	02/27/14	08/30/16	3,000,000.00	3,000,000.00
Medium Term Note Floater	1.02%	03/24/14	03/24/17	1,000,000.00	1,004,338.00
Morgan Stanley Medium Term Note	0.61%	01/24/14	01/26/15	1,002,913.37	1,001,976.00
Rio Tinto Financial Medium Term Note Floater	0.63%	06/21/13	06/19/15	1,000,689.73	1,000,940.00
Royal Bank of Scotland Fixed Rate Corporate Note	0.85%	06/23/14	09/21/15	1,143,678.20	1,141,012.91
Salt Lake City Muni	1.10%	07/17/14	10/01/17	1,005,374.27	998,250.00
Mutual Funds - Bruin Club Janus Strategic Value Fund	10.49%	Various	Open	35,000.00	92,687.67
Janus Twenty Fund	13.31%	Various	Open	41,250.00	67,229.58
The Vanguard 500 Index Fund	12.20%	Various	Open	43,750.00	89,080.82
Mutual Funds - Alumni Office Janus Fund	15.59%	Various	Open	26,500.00	31,804.55
Janus Enterprise Fund	13.39%	Various	Open	31,500.00	40,104.54
The Vanguard 500 Index Fund	12.20%	Various	Open	27,000.00	53,000.58
Mutual Fund Wells Fargo - Grand Theatre WealthBuilder Moderate Balanced Portfolio	-0.96%	12/26/06	Open	95,717.01	126,215.80
Utah State Treasurer Public Treasurers' Investment Fund	0.5008%	12/31/14	Open	14,594,758.70	14,594,758.70
Zions First National Bank Sweep Account	0.20%	12/31/14	01/01/15	<u>1,149,982.72</u>	<u>1,149,982.72</u>
<b>Total Investment Portfolio</b>				<b><u>108,427,214.60</u></b>	<b><u>108,594,650.27</u></b>

SALT LAKE COMMUNITY COLLEGE  
INVESTMENT TRANSACTIONS  
DECEMBER 2014

Description	Interest	Settlement Date	Maturity Date	Cost
<b>Investments - November 30, 2014</b>				110,175,152.64
<b><u>PURCHASES</u></b>				
Agriculture Bank of China Commercial Paper	0.75%	12/18/14	12/17/15	1,985,035.56
Federal Home Loan Bank US Agency	1.50%	12/26/14	06/26/18	1,000,000.00
Federal Home Loan mortgage Corporation US Agency	1.75%	12/26/14	12/26/18	2,000,000.00
Federal Home Loan Bank US Agency	2.05%	12/30/14	12/30/19	2,000,000.00
Utah State Treasurer Public Treasurers' Investment Fund	0.50%	Various	Various	12,802,904.85
Zions First National Bank Sweep Account	0.20%	Various	Various	<u>6,761,071.51</u>
Total Purchases				26,549,011.92
<b><u>SALES / MATURITIES / CALLS</u></b>				
BNP Paribas Medium Term Note Floater	1.07%	12/20/12	12/20/14	1,000,000.00
Net Premium/Discount Amortization				34,821.33
Utah State Treasurer Public Treasurers' Investment Fund	0.50%	Various	Various	17,485,999.95
Zions First National Bank Sweep Account	0.20%	Various	Various	<u>9,776,128.68</u>
Total Sales				28,296,949.96
<b>Investments - December 31, 2014</b>				<u><u>108,427,214.60</u></u>

January 14, 2015

Taylorville Redwood Campus  
Academic & Administration Bldg, 428

8:00 a.m.

**Attendance:** Trustees—Chair Gail Miller, Clint Ensign, Ashok Joshi, Carlos Moreno, Pat Richards, Annie Schwemmer, Richard Tranter; President Deneece G. Huftalin and Secretary Janice Schmidt

**Excused:** Sanch Datta, David Lang, Vice Chair Stan Parrish

**Guests:** Provost Clifton Sanders (interim); Vice Presidents Barbara Grover, Dennis Klaus, Alison McFarlane, Tim Sheehan, Nancy Singer (interim); SLCC representatives Mike Blain, Scott E. Brown, Kent Frogley, Craig Gardner, Justin Hughes (student), Roderic Land, Lois Oestreich, Nancy Michalko, Joy Tlou, Enrique Velasquez; Assistant AG Morris Haggerty

**Media Representatives:** None

	Agenda	Discussion Summary / Action	Person Responsible
I.	Board Business A. Executive Session	Chair Gail Miller called the meeting to order and requested a motion to go into executive session to review nominations for honorary degrees and discuss a personnel issue. <b>Trustee Tranter moved, seconded by Trustee Joshi, to adjourn to executive session. A vote was taken and the motion carried unanimously.</b> All but Trustees, secretary Schmidt, Craig Gardner and Morris Haggerty were excused. The public meeting reconvened at 8:32 a.m. Chair Miller noted that the Board had received a request to review a personnel decision by the College. The Trustees declined to review the President's decision with regard to the matter.	Chair Gail Miller
	B. Strategic Planning Retreat January 28, 2015	Chair Miller reminded Trustees of the retreat on January 28 and the Jazz game and dinner that evening. Trustees were asked to review the book <i>What Excellent Community Colleges Do</i> in preparation for the retreat.	
	C. Alternate Dates for June Board Meeting	The June Board meeting was moved to June 24 (rather than June 10).	
II.	Consent Calendar	<b>Trustee Joshi moved, seconded by Trustee Moreno, to approve the minutes of the previous meeting and all other items on the Consent Calendar. A vote was taken and the motion carried unanimously.</b>	Chair Gail Miller
III.	President's Report A. President Deneece Huftalin 1. Staff Development Leave, Julie Smith	President Huftalin referred to the items at each place: the book for the retreat, golf tournament information, and a letter and check from a father in gratitude for help his son received. Per policy, she informed Trustees that Julie Smith had been approved for a staff development leave through July to work on a bachelor's degree in Communication Disorders and Deaf	President Deneece G. Huftalin

	<p>2. Information: Giant in Our City, March 26, 2015</p> <p>3. Information: Update on Cabinet Positions</p>	<p>Education.</p> <p>Chair Miller is being honored as Giant in Our City. The College will purchase tables and Trustees interested in attending should notify Mrs. Schmidt.</p> <p>President Huftalin introduced two new Cabinet members: Barbara Grover, VP for Institutional Effectiveness, and Dr. Roderic Land, Special Assistant to the President. The two interim positions (provost and student services VP) are posted and being advertised nationally; the goal is to have interviews in the spring and the individuals on board by July 1. VP Tim Sheehan will be leaving the College the end of January to take a position at WGU. Scott E. Brown will be the liaison during the legislative session.</p>	
	<p>B. Student Services Report—VP Nancy Singer</p> <p>1. Moment of Mission, Bruin Campus Cupboard</p>	<p>Justin Hughes, a student and president of the social work association, reported on the food pantry at South. Surveys indicated that 64% of our students have missed a meal so the social work association began efforts in 2011 to create a way to provide food for those students. The Bruin Campus Cupboard opened in 2013 and is open 5 days a week, staffed by volunteers. They partner with the Utah Food Bank and Student Life and Leadership and are linked with United Way so they can refer students for other help.</p>	
	<p>C. Instruction Report— Interim Provost Clifton Sanders</p>	<p>Written report in the agenda.</p>	
	<p>D. Business Services— VP Dennis Klaus</p> <p>1. Action: Athletics Report</p>	<p>VP Klaus mentioned the solar panels on the roof of the LAC. They were provided by grants from the power company and provide 30-40% of the building's power use.</p> <p>Athletics expenditures are greater than revenue so the College helps to support the programs.</p> <p><b>Trustee Ensign moved to approve the Athletics Report for the 2013-14 year. Trustee Moreno seconded the motion; a vote was taken and the motion passed unanimously.</b></p>	
	<p>E. Institutional Advancement—VP Alison McFarlane</p>	<p>Written report in the agenda.</p>	
	<p>F. Government and Community Relations-VP Tim Sheehan</p>	<p>For the upcoming legislative session, compensation is the top priority. The mission based funding request is broken into student participation and distinctive mission. The performance funding portion is a way to fund</p>	

		<p>output rather than input and is measured by metrics. The Westpointe CTE request ranked third on the Regents list but lower by the building board. Trustees were asked to help legislators and others understand the importance of the Westpointe to economic development and training a skilled workforce in the valley. Capital improvements is for maintenance of buildings and improvement of campuses.</p> <p>The College will report in the future on how President Obama's commitment to paying for community college education is progressing. Though the College supports the concept, details are needed before giving formal support.</p>	
	G. Campus-Based & Constituents Reports (in the agenda)	<p>Written report in the agenda.</p> <p>Enrollment is a little low compared to last year but faculty are working to intensify their outreach to students to help with retention.</p> <p>There is a legislative kickoff January 15 at the USHE office; Trustees planning to attend should inform Mrs. Schmidt.</p>	
IV.	Requests for Information	No requests for information.	
V.	Calendar of Upcoming Events	Chair Miller complimented the College on a great inauguration. She welcomed Dr. Land and Ms. Grover to the group and wished VP Sheehan well.	
VI.	Adjournment	<b>Trustee Richards moved, seconded by Trustee Ensign, to adjourn the meeting at 9:15 a.m.</b>	

**SALT LAKE COMMUNITY COLLEGE  
PERSONNEL REPORT  
January 1 - 31, 2015**

**PERSONNEL ADDITIONS/CHANGES**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Date</b>
<b>ADMINISTRATION</b>			
Roderic Land	Special Assistant to the President	President's Office	January 2, 2015
Robert (Nick) Burns	Associate Dean, Communication, Arts & Media	Communication, Arts & Media	January 16, 2015
Jon Glenn	Director, SLCC Libraries	Library Services	January 16, 2015
<b>FACULTY</b>			
Jeffrey Zealley	Assistant Professor	Allied Health	January 1, 2015
Jodie Jones	Assistant Professor	Communications & Performing Arts	January 1, 2015
Rex Richards	Assistant Professor	Engineering	January 1, 2015
Joel Watson	Assistant Professor	Management, Marketing, & Paralegal Studies	January 1, 2015
Karen Risch	Assistant Professor	Nursing	January 1, 2015
Tana Marchbanks	Assistant Professor	Nursing	January 1, 2015
Katherine Demong	Assistant Professor	Psychology & Social Science	January 1, 2015
Frank Buckler	Assistant Professor	Technical Specialties	January 1, 2015
Daniel Haring	Assistant Professor	Visual Art & Design	January 1, 2015
James Carey	Instructor	Aviation & Related Technologies	January 1, 2015
Brandy Wuollet	Instructor	Nursing	January 1, 2015
Deborah Williams	Instructor	Nursing	January 1, 2015
Lisa Looney	Instructor	Nursing	January 1, 2015
<b>STAFF--EXEMPT</b>			
Danny Sanchez	Advisor 1, Academic and Career	Academic Advising	January 2, 2015
Cheryl Williams	Advisor 1, Educational Talent Search	Student Services	January 2, 2015
Maria J. Lara	Advisor 1, Student Recruitment (Hispanic/Latino)	School Relations	January 2, 2015
James Buchanan	Budget Analyst I	Budget Office	January 2, 2015
Joe Killian	Coordinator 2, Grand Theater Operations	Grand Theater	January 1, 2015
Justin Barton	Development Officer 2, Stewardship	Development	January 1, 2015
Matthew Proctor	Trainer 3	Institute of Public Safety	January 2, 2015

**SALT LAKE COMMUNITY COLLEGE  
PERSONNEL REPORT  
January 1 - 31, 2015**

**PERSONNEL ADDITIONS/CHANGES**

Bartley Walker	Accountant 2, Facilities	Facilities	January 2, 2015
Jeremiah Borrowman	Coordinator 2, Student Planning & Support Syst.	Student Planning & Support Services	January 16, 2015
Lilieni Tuitupu	Advisor 3, Academic and Career	Academic Advising	January 16, 2015
<b>STAFF--NON-EXEMPT</b>			
Matthew Nihipali	Catering Sous Chef	Food Service	January 2, 2015
Brandon Poirier	Specialist 1, Financial Aid	Financial Aid	January 2, 2015
Mandana Mahdavi	Specialist 3, Instructional Technology	Instructional Technology	January 2, 2015
Breanna Whiteman	Technician 2, Financial Aid	Financial Aid	January 16, 2015
Lorna Gwilliam	Specialist 3, Grant, Continuing	Continuing Education	January 26, 2015

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

NEW FUNDING ACTION

Funding Agency: Project Name	Date Submitted	Amount Requested	Receipt of Award	Status	Amount Funded	Period of Performance	Program Administration
State of Utah: Clean Vehicles	10/3/2014	\$34,000	1/14/2015	Awarded	\$14,830	1/1/2015-12/31/2015	Facilities
Utah: WaterGirls (National Science Foundation)	10/9/2014	\$5,047	1/9/2015	Awarded	\$5,047	1/1/15-12/31/2015	College of Science, Math and Engineering
Department of Education: Experimental Sites Initiative: A new delivery model for financial aid and advising for competency-based programs	9/30/2014	Financial Aid Waiver	1/8/2015	Awarded		2015-2019	School of Applied Technology
Department of Education: Strengthening Institutions Designation	12/19/2014	Eligible for Title III Funds	12/23/2014	Awarded		2015	College-wide

ON-GOING FUNDING ACTIVITY

Funding Agency: Project Name	Date Submitted	Amount Requested	Receipt of Award	Status	Amount Funded	Period of Performance	Program Administration
Department of Education: TRIO Student Support Services, Regular	2/2/2015	\$1,100,000		Under Consideration		9/1/15-8/31/20	Student Services
Department of Education: TRIO Student Support Services, STEM	2/2/2015	\$1,836,577		Under Consideration		9/1/15-8/31/21	Student Services
Utah: Water Quality (National Science Foundation)	10/9/2014	\$10,000		Under Consideration		1/1/15-12/31/2015	College of Science, Math and Engineering
National Science Foundation: NANO Tech	10/9/2014	\$864,858		Under Consideration		8/1/2015-7/31/2019	College of Science, Math and Engineering
National Science Foundation: Nanotechnology Remote Access	10/9/2014	\$40,000		Under Consideration		8/1/2015-7/31/2019	College of Science, Math and Engineering
National Institutes of Health, Bridges to Baccalaureate: Bridge to Success	9/25/2014	\$1,556,781		Under Consideration		8/1/2014-7/31/2020	College of Science, Math and Engineering
National Science Foundation: S-STEM Scholars Programs	8/12/2014	\$604,710		Under Consideration		7/1/2015-6/30/2019	College of Science, Math and Engineering
Small Business Administration: SBDC Cooperative Agreement	8/21/2014	\$939,681		Under Consideration		1/1/2015-12/31/2015	SBDC
Zoo, Art, & Parks (ZAP): Grand Theatre Support	5/15/2014	\$63,000		Under Consideration		7/1/2015-6/30/2016	Grand Theatre
Mountain West Digital Library	11/16/2014	\$750	12/17/2014	Awarded	\$1,500	1/1/15-12/31/15	Markosian Library
Utah Arts and Museums: DiverseCity	10/31/2014	\$2,000	12/17/2014	Awarded	\$2,000	1/1/15-12/31/2015	Community Writing Center
Department of Labor, TAACCCT Program: Utah Adult Competency-Based Education Design	7/3/2014	\$2,500,000	9/29/2014	Awarded	\$2,500,000	10/1/2014-9/30/2018	School of Applied Technology
DWS, Temporary Assistance for Needy Families: Basic Technology Skills (Department of Labor)	7/30/2014	\$493,653	9/18/2014	Awarded	\$493,653	11/1/2014-10/31/2017	Continuing Education
Utah Arts and Museums: Grand Theatre	6/27/2014	\$8,000	8/22/2014	Awarded	\$8,000	7/1/2014-6/30/2015	Grand Theatre
University of Utah sub-contract: Partnerships in Utah with Community Colleges and Technical Schools (NASA)	5/28/2014	\$292,628	8/13/2014	Awarded	\$292,628	1/1/2015-12/31/2016	College of Science, Math and Engineering
DWS, Utah Cluster Accelerator Program: Molding Skills Workers Project	6/30/2014	\$175,000	8/1/2014	Awarded	\$175,000	8/1/2014-6/30/2015	Miller Business Center

**ON-GOING FUNDING ACTIVITY**

USHE: CTE Completion Initiative	5/30/2014	\$40,000	7/16/2014	Awarded	\$28,000	8/1/2014-12/31/2015	School of Technical Specialties
Utah State University sub-contract: Employment Pathways for SLC Refugees (Department of Workforce Services)	12/01/13	\$7,260	03/15/14	Awarded	\$7,260	4/1/2014-8/30/2015	School of Technical Specialties
Zoo, Art, & Parks (ZAP): Grand Theatre Support	05/17/13	\$62,894	2/26/2014	Awarded	\$62,894	7/1/2014-6/30/2015	Grand Theatre
Small Business Administration: SBDC Cooperative Agreement	8/22/2013	\$939,940	1/31/2014	Awarded	\$939,940	1/1/2014-12/31/2014	SBDC
National Area Health Education Centers: Veterans Health		\$86,251	09/01/14	Awarded	\$86,251	9/1/2014-8/31/2015	Crossroads AHEC
USHE: Bridge Transition Program	11/01/13	\$75,000	02/02/14	Awarded	\$75,000	1/2/2014-4/1/2015	Student Services
National Science Foundation: Training Teachers for the "Flipped" Hybrid Classroom	5/31/2012	\$50,000	9/11/2013	Awarded	\$50,000	10/1/2013-9/30/2016	School of Science, Math and Engineering
Department of Education: Carl Perkins Grant			8/20/2014	Awarded	\$1,192,823	7/1/2014-6/30/2015	Career and Technical Education
Utah State Office of Education: Carl Perkins Formula Reserve			8/8/2014	Awarded	\$15,000	7/1/2014-6/30/2015	Career and Technical Education
University of Utah sub-contract: Rocky Mountain Space Grant Consortium (NASA)	4/1/2014	\$10,100	3/21/2014	Awarded	\$10,100	5/6/2014-5/5/2015	School of Science, Math, and Engineering
Forsyth Technical Community College sub-contract: Consortium for Bioscience Credentials (Department of Labor, TAACCCT program)	5/24/2012	\$825,000	9/24/2012	Awarded	\$825,000	10/1/2012-9/30/2016	School of Science, Math and Engineering
Department of Energy: Rocky Mountain Solar Instructor Training Program	7/1/2012	\$1,300,000	9/1/2012	Awarded	\$1,300,000	9/1/12-6/30/15	Continuing Education
Utah Valley University sub-contract: GEAR UP (Department of Education)		\$243,293	9/4/2014	Awarded	\$243,293	9/26/2014-9/25/2015	School Relations
Department of Labor, TAACCCT Program: Utah Workforce Education and Retraining for Knowledge and Skills (Utah WERKS)	4/20/2011	\$2,701,202	9/30/2011	Awarded	\$2,701,202	10/1/2011-9/30/2015	SLCC-Lead Institution
Collins College sub-contract: National Information Security and Geospatial Consortium (Department of Labor, TAACCCT program)	4/21/2011	\$1,026,328	9/30/2011	Awarded	\$1,026,328	10/1/2011-9/30/2015	School of Science, Math and Engineering
National Science Foundation: Enhancing Recruitment & Retention in Utah's Biotechnology Pipeline	9/16/2009	\$1,999,446	8/2/2011	Awarded	\$1,999,446	9/1/2009-8/31/2015	School of Science, Math and Engineering
Department of Education: TRIO Talent Search	12/20/2010	\$230,000	7/1/2014	Awarded	\$230,000	9/1/2014-8/31/2015	Student Services
Department of Education: TRIO Student Support Services	12/20/2010	\$319,006	7/1/2014	Awarded	\$319,006	9/1/2014-8/31/2015	Student Services
National Science Foundation, Advanced Technological Education: Biomufacturing Enterprise for Innovative Student Training & Entrepreneurship	10/14/2009	\$909,443	7/16/2010	Awarded	\$909,443	7/15/2010-6/30/2015	School of Science, Math and Engineering

Total funding requests under consideration:

\$7,015,607

Total funding for active awards:

\$13,426,798



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Tab F  
8060 165th Avenue N.E., Suite 100  
Redmond, WA 98052-3981  
425 558 4224  
Fax: 425 376 0596  
www.nwccu.org

January 28, 2015

Dr. Deneece Huftalin  
President  
Salt Lake Community College  
P.O. Box 30808  
Salt Lake City, UT 84130-0808

Dear President Huftalin:

*Deneece-*

On behalf of the Northwest Commission on Colleges and Universities, I am pleased to report that the accreditation of Salt Lake Community College has been reaffirmed on the basis of the Fall 2014 Year Seven *Mission Fulfillment and Sustainability* Evaluation.

In reaffirming accreditation, the Commission requests that the College expand its Fall 2015 Year One *Mission and Core Themes* Self-Evaluation Report to address Recommendation 1 of the Fall 2014 Year Seven Peer-Evaluation Report. In addition, the Commission requests that the College submit an addendum to its Fall 2017 Mid-Cycle Evaluation Report to address Recommendation 2 of the Fall 2014 Year Seven Peer-Evaluation Report. A copy of the Recommendations is enclosed for your reference.

In making these requests, the Commission finds that Recommendations 1 and 2 of the Fall 2014 Year Seven Peer-Evaluation Report are areas where Salt Lake Community College is substantially in compliance with Commission criteria for accreditation, but in need of improvement.

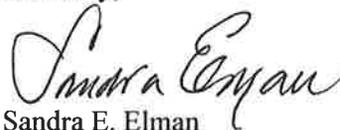
The Commission commends the Board of Trustees of Salt Lake Community College on their deep knowledge of, commitment to, and passion for the College and the students and community it serves. In addition, the Commission commends the College for its "top-down" and "bottom-up" approaches to general education student learning outcomes assessment that involve student e-Portfolios as well as program-generated annual assessment plans. Moreover, the Commission finds noteworthy the College's ongoing efforts and results to date in creating pathways for student mobility between non-credit and credit programs, between academic transfer and career and technical programs, and between the College and its neighboring universities, and for integrating stackable credentials to augment student mobility along these pathways. Further, the Commission applauds the College for creating a sense of shared ownership for student access and success and a sense of campus community for students and employees that prevails across its several campuses and locations. Lastly, the Commission finds laudable the College's investment in superb human, technology, facility, and equipment resources that result in state-of-the-art environments and systems that support student access and success.

President Denece Huftalin  
January 28, 2015  
Page Two

If you have any questions, please do not hesitate to contact me.

Best wishes for a peaceful and fulfilling New Year.

Sincerely,

A handwritten signature in cursive script that reads "Sandra E. Elman".

Sandra E. Elman  
President

SEE:rb

Enclosure: Recommendations

cc: Ms. Barbara Grover, Assistant Provost for Institutional Effectiveness  
Ms. Gail Miller, Chair, Board of Trustees  
Dr. David L. Buhler, Commissioner of Higher Education

**Year Seven *Mission Fulfillment and Sustainability* Evaluation**  
**Fall 2014**  
**Salt Lake Community College**  
**Recommendations**

1. The evaluation committee recommends that Salt Lake Community College complete its work to establish assessable and verifiable indicators of achievement that form the basis for evaluating the accomplishment of each of the objectives of its core themes (Standard 1.B.2).
2. The evaluation committee recommends that the College expand on its existing efforts and implement a comprehensive, effective system of evaluation for all of its services and programs to determine their achievement of clearly identified goals or intended outcomes (Standard 4.A.2).

## Board of Trustees Report

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Provost of Academic Affairs – February 2014

### School of Sciences, Mathematics & Engineering

The medical device training program at SLCC is funded by a DOL TAA grant. These TAA grants are aiming to promote community colleges (CC) and industry partners to work together to develop industry-recognized workforce training programs, and to help unemployed and displaced workers get jobs. SLCC is one of the twelve community colleges in the Community College Consortium for Biosciences Credentials (c3bc), and is responsible for developing a medical device workforce-training program based on industry-recognized skill standards. The c3bc consortium as a whole will harmonize core biosciences competencies among three subgroups (laboratory skills, biomanufacturing and medical device), and introduce transferable national credentials to help trade-impacted workers and others seeking employment in the high-growth bioscience industry.

In the past two years, the c3bc's Medical Device Hub (Ivy Tech CC, SLCC & St. Petersburg CC) has been working closely with industry partners on the identification and validation of the industry-recognized medical device skill standards. On Oct. 28, 2014, the medical device hub members invited industry and community college partners from all over the country to participate in "The Third National Medical Device Skill Set Harmonization Meeting" at SLCC. At this meeting, over 50 industry experts and educator worked together for 2 days to finalize the Medical Device Core (MDC) skill standards.

Upon the availability of the industry-recognized medical device skill sets, SLCC has developed a certificate program with 4 core courses and launched its initial offering at the beginning of 2014. The 2<sup>nd</sup> round of course offering will be completed this month. Up to date, there are 24 participants (~10 BioFire employees) enrolled in the program and 5 completed with the certificate and at least one found employment in a medical device company. We are also actively engaging with local employers to form potential partnerships, including BioFire, ICU medical, BD, Nelson Labs, Stykers, BioMerics, TVC, etc. to facilitate employee retraining and promote internships. By working together, we will build a sustainable workforce training program to service the local bioscience community.

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### School of Humanities and Social Sciences

Using collaborative assignments and projects in learning communities, group projects and group assignments are required in almost every Education course. The Learning Community, HIST 1700 paired with HIST 2010, is fully integrated in terms of both assignments and instructional time, meaning, both instructors attend the conjoined class periods. Data is being collected this semester.

Undergraduate research in the School includes the EDU 2300 course which requires students to identify a research project, analyze the data and write a research paper. Also, a Primate field school in Costa Rica will be launched spring 2015. In addition to providing students the opportunity to study primates in their environment, this field school involves a partnership with the Organization of Tropical Studies, La Selva Biological Station, and Tropical Science Center to remove invasive species and plant native trees in the Costa Rican rainforest. Through this community engagement, students will work with the local and scientific community as they learn about global climate change, ecology and conservation and in the course of this learning, improve the rainforest ecosystem. Additionally, students will research similar local (Utah) conservation efforts to find ways to become more civically engaged upon return home

**SLCC Program Proposals**  
27 March 2015 | USHE BOR Meeting

Tab H

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New Programs:

*Associate of Pre-Engineering (APE) pre-major in Geological Engineering	70 cr
*Associate of Pre-Engineering (APE) pre-major in Metallurgical Engineering	74.5 cr
*Associate of Pre-Engineering (APE) pre-major in Mining Engineering	68.5 cr
*Combined onto one proposal	
Certificate of Completion (CC) Commercial Food Certificate (Competency-Based)	930 hrs
Certificate of Completion (CC) Diesel Service Technician & Driver (Competency-Based)	905 hrs
Certificate of Proficiency (CP) Diesel Service Technician (Competency-Based)	745 hrs

Name Change:

Certificate of Proficiency (CP) Intermediate Accounting	16 cr
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Administrative Department from Paralegal Studies to Legal Studies

# SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

## School of Science, Mathematics, and Engineering Associate of Pre-Engineering Pre-Major – Geological Engineering Associate of Pre-Engineering Pre-Major – Metallurgical Engineering Associate of Pre-Engineering Pre-Major – Mining Engineering

### Program Description

These three Associate of Pre-Engineering degrees in Geological, Metallurgical, and Mining Engineering have been designed to provide students a solid foundation in the principles of engineering with specialization in each of these distinct areas. The programs are for students who intend to transfer into programs at other USHE institutions to continue studies at the bachelor's degree level. As such, each of these programs of study is designed specifically to fit with existing programs at other USHE institutions as transfer degrees. The general education component of each program is consistent with other engineering programs of study.

Geological Engineering - A knowledge of earth science is used to provide solutions to engineering problems in the natural world. This discipline is concerned with fluid flow and contaminant transport in the subsurface of the earth, with the behavior of earth materials, and with design using earthen materials. Geological Engineering is closely related to both Geology and Civil Engineering.

Metallurgical Engineering - Mathematical and metallurgical principles are used to the design, develop, and evaluate metal components of structural, load-bearing, power, transmission, and moving systems. These principles are used to address specific problems such as stress, creep, failure, alloy behavior, environmental fluctuations, stability, electromagnetic and thermodynamic characteristics, optimal manufacturing processes, and related design considerations.

Mining Engineering - Mathematical and scientific principles are used to design, develop, and evaluate the processes of mineral extraction and refining. These include the use of surface and sub-surface operations, prospecting, site evaluation, environmental impacts, safety systems, mineral processing, and logistics.

### Role and Mission Fit

Per Utah State Board of Regents Policy R312, sections 4 and 5, the proposed Associate of Pre-Engineering degrees in Geological, Mining, and Metallurgical Engineering are consistent with Salt Lake Community College's role and mission as a comprehensive community college. In particular, these programs fulfill the Salt Lake Community College Mission Statement in R312-5.4.3 as degree programs designed to "serve the needs of community and government agencies, business, industry and other employers." Accordingly, the intent of these programs is to produce students who have the education, training and professional skills to meet the needs of Utah's current and future technology workforce.

### Faculty

Each of these programs will be housed within the Engineering Department as part of the Division of Natural Sciences at Salt Lake Community College. Current faculty members in the Division of Natural Sciences and Engineering possess the necessary credentials to fully deliver each of these programs. Faculty members in the Engineering Department and related programs in the Division of Natural Sciences at Salt Lake Community College will collaborate to ensure the course content and rigor are appropriate for transfer to a four-year program at a senior institution (the University of Utah is expected to be the main transfer partner since it is currently the only school offering four-year degrees in Geological, Mining, and Metallurgical Engineering). The Engineering Department meets twice each year with transfer advisors and faculty from the other Utah institutions to keep programs aligned and to exchange information. No additional faculty needs are projected for these programs in the next 5 years.

# SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

### Market Demand

The Utah Occupational Report for Mining and Geological Engineers (available from the Utah Department of Workforce Services at jobs.utah.gov) indicates a median annual salary of \$80,613 in Utah with an estimated 10 openings annually. The Utah Occupational Report for Materials Engineers indicates a median annual salary of \$76,415 in Utah with an estimated 20 annual openings.

### Student Demand

Growing numbers of SLCC students are planning to study each of these engineering disciplines upon transfer to their destination four-year school (typically the University of Utah). Students that are currently planning on transferring to the University of Utah are already taking classes at SLCC with either an undeclared major or are declaring a different Engineering major...typically Civil Engineering or Geology. These Associate of Pre-Engineering degrees will create a clearer pathway to a four-year Geological, Metallurgical, or Mining Engineering degree for students interested in these career options and will also help raise awareness of these opportunities generally.

### Statement of Financial Support

- Appropriated Fund.....
- Special Legislative Appropriation (Engineering Initiative).....
- Grants and Contracts.....
- Special Fees .....
- Differential Tuition (must be approved by the Regents).....
- Other (please describe).....

### Similar Programs Already Offered in the USHE

- Geological Engineering BS degree – University of Utah
- Mining Engineering BS degree – University of Utah
- Metallurgical Engineering BS degree – University of Utah
- USU-Eastern lists an APE degree in Mining, Metallurgical or Geological Engineering

## Section VI: Program Curriculum

### APE – Geological Engineering

Course Prefix and Number	Title	Credit Hours
<b>General Education</b>		
ENGL 1010	Intro to Writing (EN)	3
ENGL 2100	Technical Writing (EN)	3
MATH 1210	Calculus I (QL)	4
American Institutions (AI)	Any approved AI course	3
Select 6 credits from the following	Distribution Areas:	6
Biological Science (BS)	Any approved BS course	
Fine Arts (FA)	Any approved FA course	
Humanities (HU)	Any approve HU course	
Social Science (SS)	Any approved SS course	
<b>Sub-Total</b>		<b>19</b>
<b>Required Program Courses</b>		
ARCH 1310	Introduction to AutoCAD	3
ENGR 2010	Statics	3
ENGR 2140	Strengths of Materials	2
ENGR 2145	Strengths of Materials Lab	1
ENGR 2950	Engineering Forum	1

## SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

Course Prefix and Number	Title	Credit Hours
CEEN 2240	Engineering Surveying	3
CHEM 1210	General Chemistry I	4
CHEM 1215	Gen Chem Lab I	1
CHEM 1220	General Chemistry II	4
CHEM 1225	Gen Chem Lab II	1
GEO 1110	Physical Geology	3
GEO 1115	Physical Geology Lab	1
MATH 2040	Stats for Applied Science	4
MATH 1220	Calculus II	4
MATH 2210	Multivariate Calculus	3
MATH 2250	Diff Equ/Lin Alg	4
PHYS 2210	Physics for Scientists and Engr I	4
PHYS 2220	Physics for Scientists and Engr II	4
PHYS 2215	Physics for Scientists and Engr Lab I	1
<b>Sub-Total</b>		<b>51</b>
<b>Total Number of Credits</b>		<b>70</b>

### Program Schedule – APE Geological Engineering

SAMPLE SCHEDULE			
FALL SEMESTER		SPRING SEMESTER	
ENGL 1010	3	ENGL 2100	3
MATH 1210	4	MATH 1220	4
CHEM 1210	4	CHEM 1220	4
CHEM 1215	1	CHEM 1225	1
ENGR 2950	1	AMERICAN INSTITUTIONS	3
DISTRIBUTION	3	DISTRIBUTION	3
<b>Total</b>		<b>Total</b>	
<b>16</b>		<b>18</b>	
FALL SEMESTER		SPRING SEMESTER	
MATH 2210	3	MATH 2250	4
PHYS 2210	4	PHYS 2220	4
PHYS 2215	1	ENGR 2140	2
CEEN 2240	3	ENGR 2145	1
GEO 1110	3	ARCH 1310	3
GEO 1115	1	MATH 2040	4
ENGR 2010	3		
<b>Total</b>		<b>Total</b>	
<b>18</b>		<b>18</b>	

### APE – Mining Engineering

Course Prefix and Number	Title	Credit Hours
<b>General Education</b>		
ENGL 1010	Intro to Writing (EN)	3
ENGL 2100	Technical Writing (EN)	3
MATH 1210	Calculus I	4
American Institutions (AI)	Any approved AI course	3
Select 6 credits from the following	Distribution Areas:	6
Biological Science (BS)	Any approved BS course	
Fine Arts (FA)	Any approved FA course	
Humanities (HU)	Any approve HU course	

## SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

Course Prefix and Number	Title	Credit Hours
Social Science (SS)	Any approved SS course	
<b>Sub-Total</b>		<b>19</b>
<b>Required Program Courses</b>		
ARCH 1310	Introduction to AutoCAD	3
CEEN 2240	Surveying	3
CHEM 1210	General Chemistry I	4
CHEM 1215	Gen Chem Lab I	1
EE 2200 -or- EE 2210	Elec Engr for Civil Engr -or- Elec Engr for Non EE	1.5 -or- 3
ENGR 2010	Statics	3
ENGR 2300	Thermodynamics	3
ENGR 2950	Engineering Forum	1
GEO 1110	Physical Geology	3
GEO 1115	Physical Geology Lab	1
MATH 1220	Calculus II	4
MATH 2210	Multivariate Calculus	3
MATH 2040	Stats for Applied Science	4
MATH 2250	Diff Equ/Lin Alg	4
PHYS 2210	Physics for Scientists and Engr I	4
PHYS 2220	Physics for Scientists and Engr II	4
<b>Sub-Total</b>		<b>46.5 or 48</b>
<b>Total Number of Credits</b>		<b>65.5 or 67</b>

### Program Schedule – APE Mining Engineering

SAMPLE SCHEDULE			
FALL SEMESTER		SPRING SEMESTER	
ENGL 1010	3	ENGL 2100	3
MATH 1210	4	MATH 1220	4
CHEM 1210	4	PHYS 2210	4
CHEM 1215	1	ENGR 2300	3
ENGR 2950	1	DISTRIBUTION	3
DISTRIBUTION	3		
<b>Total</b>	<b>16</b>	<b>Total</b>	<b>17</b>
FALL SEMESTER		SPRING SEMESTER	
MATH 2250	4	MATH 2210	3
PHYS 2220	4	EE 2200	1.5
CEEN 2240	3	ENGR 2010	3
GEO 1110	3	MATH 2040	4
GEO 1115	1	ARCH 1310	3
AMERICAN INSTITUTIONS	3	DISTRIBUTION	3
<b>Total</b>	<b>18</b>	<b>Total</b>	<b>18.5</b>

### APE – Metallurgical Engineering

Course Prefix and Number	Title	Credit Hours
<b>General Education</b>		
ENGL 1010	Intro to Writing (EN)	3
ENGL 2100	Technical Writing (EN)	3

## SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

Course Prefix and Number	Title	Credit Hours
MATH 1210	Calculus I	4
American Institutions (AI)	Any approved AI course	3
Select 6 credits from the following	Distribution Areas:	6
Biological Science (BS)	Any approved BS course	
Fine Arts (FA)	Any approved FA course	
Humanities (HU)	Any approve HU course	
Social Science (SS)	Any approved SS course	
	<b>Sub-Total</b>	<b>19</b>
CHE 2800	Process Engineering	3
CHEM 1210	General Chemistry I	4
CHEM 1215	Gen Chem Lab I	1
CHEM 1220	General Chemistry II	4
CHEM 1225	Gen Chem Lab II	1
EE 2200 -or- EE 2210	Elec Engr for Civil Engr -or- Elec Engr for Non EE	1.5 -or- 3
ENGR 1040	Engineering Computing	3
ENGR 2010	Statics	3
ENGR 2140	Strengths of Materials	2
ENGR 2145	Strengths of Materials Lab	1
ENGR 2300	Engineering Thermodynamics	3
ENGR 2950	Engineering Forum	1
MATH 1220	Calculus II	4
MATH 2210	Multivariate Calculus	3
MATH 2040	Stats for Applied Science	4
MATH 2250	Diff Equ/Lin Alg	4
PHYS 2210	Physics for Scientists and Engr I	4
PHYS 2220	Physics for Scientists and Engr II	4
PHYS 2215	Physics for Scientists and Engr Lab I	1
MSE 2010	Int Mat Sci Eng	4
	<b>Sub-Total</b>	<b>55.5 or 57</b>
	<b>Total Number of Credits</b>	<b>74.5 or 76</b>

### Program Schedule – APE Metallurgic Engineering

SAMPLE SCHEDULE			
FALL SEMESTER		SPRING SEMESTER	
ENGL 1010	3	ENGL 2100	3
MATH 1210	4	MATH 1220	4
CHEM 1210	4	CHEM 1220	4
CHEM 1215	1	CHEM 1225	1
ENGR 2950	1	MATH 2040	4
DISTRIBUTION	3	AMERICAN INSTITUTIONS	3
<b>Total</b>	<b>16</b>	<b>Total</b>	<b>19</b>
FALL SEMESTER		SPRING SEMESTER	
MATH 2210	3	MATH 2250	4
PHYS 2210	4	PHYS 2220	4
PHYS 2215	1	ENGR 2140	2
ENGR 1040	3	ENGR 2145	1
ENGR 2010	3	EE 2200	1.5

**SLCC Program Proposals**  
27 March 2015 | USHE BOR Meeting

MSE 2010	4	CHE 2800	3
ENGR 2300	3	DISTRIBUTION	3
<b>Total</b>	<b>21</b>	<b>Total</b>	<b>18.5</b>

# SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

## School of Applied Technologies and Professional Development Certificate of Completion in Commercial Foods (Competency-Based)

### Program Description

The Commercial Foods Certificate is a competency-based sequence that includes, among other topics, the equivalent of 30 hours of ServSafe™ curriculum. Coursework includes instruction in selecting, storing, preparing, and serving food and food products; basic nutrition; sanitation and food safety; the use and care of commercial equipment; serving techniques; and the operation of recognized food establishments. The program prepares individuals in food production and service used in governmental, commercial or independently owned institutional food establishments and related food industry occupations where additional supervised work experience prepares the student for subsequent Certified Culinarian™ (CC) or Certified Pastry Culinarian™ (CPC) certification.

### Role and Mission Fit

This Certificate of Completion contributes to the career and technical education mission of Salt Lake Community College as specified in R312-4.4. It is being developed as a competency-based program (in contrast to a credit or clock-hour program) as part of a nationwide effort spearheaded by C-BEN (the Competency-Based Education Network) in cooperation with Public Agenda and the Lumina Foundation and with the support of the USDOE Office of Federal Student Aid's Experimental Sites Initiative (ESI). As Utah and the rest of the U.S. strive to meet social and economic demands for more college graduates and provide more education options for student, competency-based programs will provide a meaningful alternative to traditional seat-time programs that will allow students to accelerate their progress toward a degree or certificate. Advocates believe academic programs that clearly define what students must know and be able to do to earn degrees in specific disciplines create significant potential to affordably help students from all backgrounds prepare for further education and employment.

### Faculty

One faculty member from SLCC's current Culinary Arts program (which offers an AAS degree) will be transferred from the School of Business to the School of Applied Technologies and Professional Education to coordinate and instruct in this program. An additional part-time faculty will be added within the first five years to accommodate enrollment growth. Professional development will include participation in national and local conferences and professional organizations and training activities sponsored by SLCC's Faculty Teaching & Learning Center.

### Market Demand

This certificate prepares students for a variety of positions in the food service industry, and graduates will typically move up rapidly within the industry after initial hire. The Utah Department of Workforce Services projects the following related openings and wages in Utah.

Occupation Title	SOC Code	Median Hourly Wage	Average Annual Openings	Current Statewide DWS Job Orders
Food Service Managers	11-9051	\$23.67	70	147
Chefs and Head Cooks	35-1011	\$19.01	40	13
First-Line Supervisors of Food Preparation and Serving Workers	35-1012	\$12.87	360	262
Cooks, Institution and Cafeteria	35-2012	\$11.23	180	37
Cooks, Restaurant	35-2014	\$10.96	330	171
Cooks, Short Order	35-2015	\$10.58	20	2

# SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

Food Preparation Workers	35-2021	\$9.20	250	30
Combined Food Preparation and Serving Workers, Including Fast Food	35-3021	\$8.67	2060	885

Source: Wage and Occupational Openings Data Tool, Utah Department of Workforce Services.

### Student Demand

In addition to current SLCC Culinary Arts students seeking an alternative to the two-year AAS degree, a number of current and potential students have requested short-term training in food services to prepare them for quick entry into the workforce. With regard to those currently employed in the foodservice industry, a recent survey of industry employees found that 92.4% believe that being certified is either somewhat or very important to their culinary career; 73.9% stated that their employers value certification either highly or somewhat highly. The rising popularity of mobile food service entrepreneurs and pop-up restaurants has further fueled interest in this type of short-term training. Finally, the Utah Refugee Center (soon to be located at SLCC's Meadowbrook Campus, where this certificate program will be housed) will be cooperating with SLCC to provide food service training to refugees in an effort to prepare them for employment.

### Statement of Financial Support

- Appropriated Fund.....
- Special Legislative Appropriation.....
- Grants and Contracts.....
- Special Fees .....
- Differential Tuition (must be approved by the Regents).....
- Other (please describe).....

In addition to appropriated funds, federal Carl D. Perkins funds will be used to purchase equipment and provide student and faculty support as appropriate.

### Similar Programs Already Offered in the USHE

No other commercial food certificate is offered in the Utah System of Higher Education. In addition to SLCC's associate degree in Culinary Arts, Utah Valley University offers associate and baccalaureate degrees in Culinary Arts and Hospitality Management. Utah State University also offers a baccalaureate degree in Culinary Arts. Some of the UCAT campuses offer food service certificate programs.

### Program Curriculum

All Program Courses (with New Courses in Bold)

Course Prefix and Number	Title	Clock Hours
<b>Required Courses</b>		
KAOS 0170	Computer Concepts	30
<b>KCUL 0001</b>	Hospitality Career Exploration	30
<b>KCUL 0095</b>	Applied Kitchen Mathematics	30
<b>KCUL 0100</b>	CareerSafe™ Steward Station	30
<b>KCUL 0110</b>	NRAEF™ ServSafe™ Certificate	30
<b>KCUL 0120</b>	Breakfast Station	48
<b>KCUL 0130</b>	Skill Development Station	90
<b>KCUL 0140</b>	Pantry_Deli_Cold Foods Station	48
<b>KCUL 0150</b>	Soup and Sauce Station	72
<b>KCUL 0160</b>	Bakery Foundations	160

## SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

Course Prefix and Number	Title	Clock Hours
KCUL 0170	Fabrication Station	30
KCUL 0180	Cooking Methods Station	30
KCUL 0190	Cooperative Externship	175
KCUL 0200	Final Review and Cert Prep	16
KCUL 0210	Nutrition Certificate	30
KCUL 0310	Hospitality and Human Resource Certificate	30
KWRK 0515	Job-Seeking Skills	15
<b>Total Number of Clock Hours</b>		<b>930</b>

### Program Schedule

The Division of Applied Technology operates on a year round, self-paced, open entry/open exit schedule. Students will progress through the courses in the order listed above as they complete the competencies required for each course.

# SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

## School of Applied Technologies and Professional Development Certificate of Completion in Diesel Service Technician and Driver (Competency-Based)

### Program Description

This competency-based, flexible-entry program is designed to train students in diesel systems technology. Technicians in this field repair and maintain diesel equipment such as trucks, buses, construction, and mining equipment. This includes bulldozers, earth movers, cranes, and other diesel-powered equipment. Diesel technicians use testing equipment like dynamometers, which measure engine power. Computer-based diagnostic equipment is also used to assist in diagnoses of engines, transmissions, and other vehicle-based systems. This intensive program also prepares students for an entry-level truck driving position as a Class "A" CDL driver.

### Role and Mission Fit

This new program offering will continue to support the mission of Salt Lake Community College as a public, open-access, comprehensive community college committed to serving the broader community. Its mission is to provide quality higher education and lifelong learning to people of diverse cultures, abilities, and ages, and to serve the needs of community and government agencies, business, industry, and other employers. This program will also contribute to the College's CTE mission by offering flexible entry, non-credit, low-cost training for adults and high school students as mandated by the Utah legislature. In addition, the program will provide an additional pathway to support the Utah System of Higher Education in attaining the goals of Prosperity 2020.

### Faculty

The Division of Applied Technology has faculty in place to support the driver portion of this program and is currently in the process of hiring one part-time faculty member to support the maintenance portion of the program. We are seeking an individual with:

1. 5 years or more industry experience
2. Certifications from National Automotive Technicians Education Foundation:
  - a. ASE Brakes
  - b. Steering & Suspension
  - c. Preventive Maintenance Inspection
  - d. Heating & Air Conditioning
  - e. Electrical/Electronic Systems
  - f. Diesel Engines
  - g. Drive Train

### Market Demand

A recent search of diesel technician jobs located in Utah and the intermountain area returned over 246 postings. Utah is home to a number of large logistics and heavy equipment companies, and demand for mechanics to service both industrial and consumer diesel engines is growing. Numerous employment postings in the local area are asking for the Class A CDL requirement so that technicians can test drive equipment. The Utah Department of Workforce Services indicates the following current demand:

Occupation Title	SOC Code	Median Hourly Wage	Average Annual Openings	Current Statewide DWS Job Orders
Bus and Truck Mechanics and Diesel Engine Specialists	49-3031	\$ 20.78	140	142
Farm Equipment Mechanics and Service Technicians	49-3041	\$ 18.86	10	
First-Line Supervisors of Mechanics, Installers, and Repairers	49-1011	\$ 32.04	210	39
Mobile Heavy Equipment Mechanics, Except Engines	49-3042	\$ 25.88	100	20

Source: Wage and Occupational Openings Data Tool, Utah Department of Workforce Services.

# SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

## Student Demand

SLCC has long offered credit-based associate degree and certificate programs in diesel technology through the School of Technical Specialties. Student interest in these trade programs has been consistent over time with a growing number of students requesting flexible-entry rather than semester-based options. Further, employers have been asking for a program that both trains diesel mechanics and results in students completing the program with a Commercial Drivers License (CDL).

## Statement of Financial Support

Appropriated Fund.....	<input checked="" type="checkbox"/>
Special Legislative Appropriation.....	<input type="checkbox"/>
Grants and Contracts.....	<input type="checkbox"/>
Special Fees .....	<input type="checkbox"/>
Differential Tuition (must be approved by the Regents).....	<input type="checkbox"/>
Other (please describe).....	<input checked="" type="checkbox"/>

In addition to appropriated funds, federal Carl D. Perkins funds will be used to purchase equipment and provide student and faculty support as appropriate.

## Similar Programs Already Offered in the USHE

Numerous USHE and UCAT institutions offer the diesel technician and driver training as separate programs. This is the only program that would combine these disciplines. Salt Lake Community College offers a two year degree program along with a certificate of completion that takes one year. Mountainland ATC offers a 540 hour program which takes 9 months to complete. Davis ATC offers a program of 1170 hours which takes 13 months to complete. Tooele ATC's program is approximately 1150 hours.

## Section VI: Program Curriculum

All Program Courses (with New Courses in Bold)

Course Prefix and Number	Title	Clock Hours
<b>Required Courses</b>		
KAOS 0170	Computer Concepts	30
<b>KHVT 0100</b>	Safety and Basic Shop Skills	30
<b>KHVT 0110</b>	Basic Diesel	110
<b>KHVT 0120</b>	Basic Engine Performance	90
<b>KHVT 0130</b>	PM Brakes	90
<b>KHVT 0140</b>	PM Chassis	90
<b>KHVT 0150</b>	Drivetrains and Fluid Drives	110
<b>KHVT 0160</b>	Drivetrains Gear Drives	90
<b>KHVT 0170</b>	H.D Electric Circuits	90
KPDR 0510	Truck Driving/Class "A" CDL	160
KWRK 0515	Job-Seeking Skills	15
<b>Total Number of Clock Hours</b>		<b>905</b>

## Program Schedule

The Division of Applied Technology operates on a year round, self-paced, open entry/open exit schedule. Students will progress through the courses in the order listed above as they complete the competencies required for each course.

# SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

## School of Applied Technologies and Professional Development Certificate of Proficiency in Diesel Service Technician (Competency-Based)

### Section I: Request

Salt Lake Community College requests approval to offer a Certificate of Proficiency in Diesel Service Technician beginning Summer 2015.

### Section II: Need

Employment of diesel service technicians and mechanics is projected to grow nine percent from 2012 to 2022, about as fast as the average for all occupations. As more freight is shipped across the country, additional diesel-powered trucks will be needed. As a result, diesel mechanics will be needed to maintain and repair the nation's truck fleet. Demand for new workers in the freight trucking and automotive repair and maintenance industries is expected to drive overall diesel mechanic job growth. Job opportunities should be good for those who have completed formal postsecondary education and have strong technical skills, as employers sometimes report difficulty finding qualified workers. Workers without formal training often require more supervision and on-the-job instruction than others—an expensive and time-consuming process for employers. Because of this, untrained candidates will face strong competition for jobs (source: Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2014-15 Edition, Diesel Service Technicians and Mechanics, on the internet at <http://www.bls.gov/ooh/installation-maintenance-and-repair/diesel-service-technicians-and-mechanics.htm>, visited December 13, 2014).

### Section III: Institutional Impact

The proposed Certificate of Completion is a repackaging of courses currently offered by the Diesel Services Program in the Division of Applied Technologies and will not affect existing administrative structures nor require changes in faculty or staff (aside from the hiring of a part-time, adjunct faculty member). Existing facilities and equipment are adequate for the proposed program. Slight growth in enrollment is anticipated as students from other disciplines begin to use this certificate to supplement their core discipline, but these increases can take advantage of unfilled capacity in current courses.

### Section IV: Finances

The proposed Certificate of Completion is a repackaging of courses currently offered by the Diesel Services Program in the Division of Applied Technologies. No net fiscal impact is anticipated.

### Section V: Program Curriculum

All Program Courses (with New Courses in Bold)

Course Prefix and Number	Title	Clock Hours
<b>Required Courses</b>		
KAOS 0170	Computer Concepts	30
KHVT 0100	Safety and Basic Shop Skills	30
KHVT 0110	Basic Diesel	110
KHVT 0120	Basic Engine Performance	90
KHVT 0130	PM Brakes	90
KHVT 0140	PM Chassis	90
KHVT 0150	Drivetrains and Fluid Drives	110
KHVT 0160	Drivetrains Gear Drives	90

# SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

Course Prefix and Number	Title	Clock Hours
<b>KHVT 0170</b>	H.D Electric Circuits	90
<b>KWRK 0515</b>	Job-Seeking Skills	15
<b>Total Number of Clock Hours</b>		<b>745</b>

## Program Schedule

The Division of Applied Technologies operates on a year round, self-paced, open entry/open exit schedule. Students will progress through the courses sequentially as listed above.

# SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

## School of Business Certificate of Proficiency in Intermediate Accounting

### Section I: Request

Salt Lake Community College requests the approval to include additional elective courses, remove one elective course and change the name of the Certificate of Proficiency in Advanced Accounting to Certificate of Proficiency in Intermediate Accounting starting Summer Semester 2015. The advanced certificate program was initially approved by the institutional Board of Trustees on 12 February 2014.

The Intermediate Accounting Certificate of Proficiency builds upon the basics of accounting and focuses on more advanced topics taught at Salt Lake Community College. The certificate includes additional electives taught by the accounting department faculty. One elective, rarely taught, has been removed from the list of electives. The name change is due to the fact that the classes included are more aptly intermediate level courses rather than advanced courses. When looking at the accounting field as a whole, the classes included in the certificate are not those an accounting professional would consider advanced. The proposed certificate is still designed to be stackable with CPs from other departments allowing the students to earn an Associate of Applied Science in a variety of disciplines including the Accounting AAS.

### Section II: Need

Accounting clerks, bookkeeping, small-business accountants, and junior accountants job openings are frequently advertised in Salt Lake Community College's service area. The Department of Workforce Services rates bookkeeping, accounting and auditing clerks as a 3-star occupation, indicating moderate to strong employment outlook statewide (<http://jobs.utah.gov/jsp/wi/utalmis/oidoreport.do>). Other than expensive, for-profit programs or religious-based schools, there are no credit certificates in accounting available in SLCC's service area. SLCC's School of Business, Division of Accounting, Finance and Economics PAC has worked with various employers to design a program that allows students to specialize in specific areas of business and earn CPs, as they work towards earning an AAS degree. The PAC members in counsel with employers and program students desire stackable pathways in order to obtain or continue professional development and advancement toward a highly skilled workforce. In response to this demand SLCC developed and fine-tuned the certificate of proficiency described in this proposal.

### Section III: Institutional Impact

All courses required in the certificate are currently being offered and courses are staffed with existing faculty, facilities and support personnel, in the accounting department and the School of Business. Changes in faculty, facilities and support personnel are not anticipated.

### Section IV: Finances

Given that the certificate utilizes existing courses, facilities and faculty, the need for additional funding is not anticipated, nor are there any expectations of cost savings.

### Section V: Program Curriculum

Course Prefix and Number	Title	Credit Hours
Required Courses		
ACCT 2410	Intermediate Accounting II	4
ACCT 2540	Accounting in Practice	3

## SLCC Program Proposals

27 March 2015 | USHE BOR Meeting

Course Prefix and Number	Title	Credit Hours
CSIS 2060	Decision Support Systems	3
<b>Sub-Total</b>		<b>10</b>
Elective Courses	Students select 6 credits from the following:	6
ACCT 2000	Accounting Co-Op (1-3 credits)	
ACCT 2040	Financial Management (3 credits)	
ACCT 2050	Governmental Acct (1-3 credits)	
ACCT 2220	Financial Statement Analysis (3 credits)	
ACCT 2530	Cost Accounting (1-3 credits)	
ACCT 2950	Business Leaders Forum (1credit)	
<b>Sub-Total</b>		<b>6</b>
<b>Total Number of Credits</b>		<b>16</b>

### Program Schedule

SAMPLE SCHEDULE			
FALL SEMESTER		SPRING SEMESTER	
CSIS 2060	3	ACCT 2410	4
ACCT Elective	6	ACCT 2540	3
<b>Total</b>		<b>Total</b>	
<b>9</b>		<b>7</b>	

# **SLCC Program Proposals**

27 March 2015 | USHE BOR Meeting

## **School of Applied Technologies and Professional Development Administrative Department from Paralegal Studies to Legal Studies**

### **Section I: Request**

The Paralegal Studies Department is requesting that the Department name be changed to the Legal Studies Department and the prefix for classes offered by the department be changed from PLS to LS. This change does not affect the instruction or curriculum.

### **Section II: Need**

The department would like to expand beyond offering courses to students seeking the skills to work as a paralegal. While paralegals will likely remain a primary focus of our curriculum, the department believes the change will benefit students from many of the other programs offered at SLCC. During informal surveys of many of our students in classes such as Introduction to Law and Constitutional Law, we have found a fair number of students simply taking the class out of a more generalized desire for education. That is, these students are not focused on working as paralegals, rather, they simply want to learn about the law. To further that interest and make our courses more functional for students, we are looking to offer courses that are less vocational in nature. We also plan to seek classification for some of these courses as general education credits for interested students.

Further, the department intends to create additional certificate and/or degree options for both paralegal students and non-paralegal students. The department would like to create options that insure ease of transfer to our sister institutions throughout the state and possibly beyond. As an example, the paralegal program draws in many students with aspirations to attend law school. However, due to the somewhat vocational nature of many of the paralegal courses, the paralegal degree is not always the best choice for them. The department has begun reaching out to the College of Humanities at the University of Utah in an effort to create a degree program at SLCC that would prepare students for the rigors of law school with the added benefit of being fully transferable.

Other institutions with similar programs that have made the switch report that overall the change has been beneficial. The broader name allows their departments to appeal to a broader array of students. It has also fostered an environment that allows other departments on campus to seek input and even work on course creation with the Legal Studies Department. This change also has the full support of the Program Advisory Committee.

### **Section III: Institutional Impact**

Like all changes, the departmental name change will require some updates for Academic Advising and the School's student information system. Beyond that, there are no expected institutional impacts for these changes.

### **Section IV: Finances**

There are no anticipated financial impacts from the departmental name change.

### **Section V: Program Curriculum**

Not applicable. This is a request to change the name of an administrative unit.

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**BOARD OF TRUSTEES REPORT**  
**Reporting: Interim Vice President of Student Services**  
**February 2015**

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**Assistant Vice President for Student Life & Dean of Students**

Thayne Center for Service & Learning

In order to assess students' exposure to diversity of communities and cultures, 100 service-learning students were asked to participate in engagement activities through their ePortfolio. This exercise is to determine student's knowledge and experience in engagement activities with communities. The results will be compared against 100 random students who did not have that same experience in order to evaluate and compare differences.

**Assistant Vice President for Student Planning & Support**

Disability Resource Center

The Universal Access Committee formally began meeting in July 2012 to foster college-wide collaboration towards universal design principles as SLCC becomes ever more inclusive for people with various disabilities. The primary thrust of the committee's work lies in shifting the culture of the College from thinking about accommodations at the individual level to ensuring that our environments are naturally accessible. These efforts remain of paramount importance in light of recent Office for Civil Rights guidance, particularly with respect to electronic/online environments (2014 Resolution between U. of Montana/DOJ, etc.).

Notable accomplishments to date include: 1) in partnership with eLearning implement Universal Design for Learning (UDL) principles in Canvas courses, 2) facilitating disability-related Teaching Circles in partnership with the FTLC, 3) providing various trainings to the college community on various UDL principles and strategies, 4) facilitating English department accessibility self-study, 5) facilitating Math Accessibility working group, 6) providing support for evaluating software purchases for accessibility in partnership with the IT Steering Committee, 7) conducting a Universal Access Study and Focus groups to help understand the needs of the College.

**Assistant Vice President for Student Enrollment Services**

International Student Services

International Student Services welcomed 90 new students from 29 countries, 75 of which attended the international orientation on Tuesday, January 6.

The top five sending countries to SLCC this semester are Saudi Arabia representing 25% of the new students followed by China, Vietnam, South Korea and Brazil.

Countries not commonly admitted to SLCC studying this semester are from Syria, the Bahamas and Yemen.

**NAME OF SECTION FOR POLICY**  
**ADA Access & Reasonable Accommodations**  
CHAPTER #1  
POLICY #9.01

Trustee Approval:  
Page 1 of 4

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**I. POLICY**

Salt Lake Community College complies with Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act of 1990 (ADA) as amended, and other applicable federal and state regulations that prohibit discrimination on the basis of disability. Salt Lake Community College Policy is: no qualified person shall, solely by reason of disability, be denied access to, participation in or the benefits of any program or activity operated by the College. Each qualified person shall receive reasonable accommodation to ensure equal access to employment, educational opportunities, programs, activities, and services.

This policy shall in no way be interpreted to impose obligations beyond those required by Section 504 of the Rehabilitation Act of 1973 and The Americans with Disabilities Act of 1990, as amended, or any other applicable Federal or State regulations.

**NAME OF SECTION FOR POLICY**  
**ADA Access & Reasonable Accommodations**  
CHAPTER #1  
PROCEDURE FOR POLICY #9.01

Cabinet Approval: 01/20/2015  
Page 2 of 4

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**I. REFERENCES**

- A. Salt Lake Community College Policy, Chapter 2, Section 2.05 Affirmative Action/Equal Opportunity
- B. Salt Lake Community College Policy, Chapter 2, Section 3.15, Employment Discrimination
- C. Salt Lake Community College Policy, Chapter 2, Section 3.16, Ethical Conduct
- D. Salt Lake Community College Policy, Chapter 3, Section 2.01, Student Code of Conduct
- E. Salt Lake Community College Policy, Chapter 4, Section 1.03, Faculty Prerogatives in Maintaining a Safe, Supportive, and Effective Learning Environment
- F. Americans with Disabilities Act of 1990, as amended
- G. Section 504, The Rehabilitation Act of 1973
- H. Office for Civil Rights <http://www2.ed.gov/about/offices/list/ocr/index.html>
- I. U.S. Equal Employment Opportunity Commission <http://www.eeoc.gov/>

**II. DEFINITIONS**

- A. Accessible: Means that individuals with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same services within the same timeframe as individuals without disabilities, with substantially equivalent ease of use.
- B. Disability Complaint: A discrimination claim based on disability.
- C. Disability: A physical or mental impairment that substantially limits one or more major life activities.
- D. Qualified Person: A person who satisfies the requisite skill, experience, education, and other related requirements for participating in or benefitting from any program or activity the College operates and who, with or without

**NAME OF SECTION FOR POLICY**  
**ADA Access & Reasonable Accommodations**  
CHAPTER #1  
PROCEDURE FOR POLICY #9.01

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reasonable accommodations, can perform the essential functions of such activity.

- E. Reasonable Accommodation: Changes or adjustments to the College's practices or environments to afford qualified individuals with disabilities an equal opportunity to participate in and benefit from services provided by the College. Reasonable accommodations shall be authorized in writing by the Human Resources Department or Disability Resource Center.

### **III. PROCEDURES**

#### **A. Providing ADA Compliance**

Each Executive Cabinet Member is responsible to implement authorized reasonable accommodations and ensure that products purchased, services, programs, web presence, promotional materials, email communications, events and operations within their respective areas of responsibility meet accessibility requirements. Cabinet members are also responsible to ensure that the ADA statement is included on all promotional materials and that all employees receive appropriate ADA training. Specific responsibilities include:

- a. The following ADA statement should be included on all promotional materials: "Individuals who require ADA accommodations for this event should contact \_\_\_\_\_ (Event Organizer Name, Phone, Email) or the College ADA Coordinator, (Name, Phone, Email) 5 business days before the scheduled date of the event."
- b. The Vice President of Business Services is responsible for:
  - i. Maintaining procedures for employees to receive authorized reasonable accommodations as outlined in Human Resources guidelines.
  - ii. Including ADA guidance in procurement guidelines.
  - iii. Evaluating technology resources (hardware, software, systems, telecommunication products, etc.) for accessibility.
  - iv. Evaluating existing facilities and ensuring that new facilities are accessible.
- c. The Vice President of Student Services is responsible for:
  - i. Maintaining procedures and ensuring that students receive authorized reasonable accommodations as outlined in the Student Code of Conduct and Disability Resource Center guidelines.

**NAME OF SECTION FOR POLICY**

**ADA Access & Reasonable Accommodations**

CHAPTER #1

PROCEDURE FOR POLICY #9.01

Cabinet Approval: 01/20/2015

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- d. The Provost of Academic Affairs is responsible for:
  - i. Ensuring that faculty implement authorized reasonable accommodations as outlined in the Faculty Handbook.
  - ii. Ensuring that course materials are evaluated for accessibility.
  - iii. Evaluating library resources for accessibility.
- e. The Vice President of Institutional Advancement is responsible for:
  - i. Ensuring the accessibility of the College's external web presence and marketing materials.

**B. Requesting Accommodations**

Salt Lake Community College is committed to providing reasonable accommodations, in compliance with the Americans with Disabilities Act of 1990, as amended (ADA) and Section 504 of the Rehabilitation Act of 1973.

1. Employees/Potential Employees: Procedures for requesting accommodations are found on the Human Resources website.
2. Students/Prospective Students: Procedures for requesting accommodations are found on the Disability Resource Center (DRC) website.
3. Community Members/Visitors: Procedures for requesting accommodations are found on event promotional material and the Risk Management website.

**C. Disability Complaints**

Any person who wishes to assert a disability complaint should file a complaint with Risk Management as soon as possible after exhausting other administrative remedies, if available.

Tab K

**BOARD OF TRUSTEES REPORT**  
**Reporting: Vice President of Institutional Advancement**

**February, 2015**

**DEVELOPMENT OFFICE REPORT**

- **Gifts** received December 1 through January 15, 2015: **\$163,952**  
Total gifts to date for Fiscal Year 2015: **\$634,725**
- **Sponsorships** received December 1 through January 15, 2015: **\$354,527**  
Total sponsorships to date for Fiscal Year 2015: **\$470,301**
- Value of **Gifts-In-Kind** received December 1 through January 15, 2015: **\$15,500**  
Total value of gifts-in-kind to date for Fiscal Year 2015: **\$48,910**

**INSTITUTIONAL MARKETING & COMMUNICATIONS**

- **Enrollment Marketing**
  - Reviewed performance analytics for all spring enrollment marketing efforts that included, radio, out-of-home, and digital including contextual display, paid search, pay per click, takeover, Google networks, Pandora radio and Gateway movie theatre advertising.
  - Reviewed costs, web traffic, cost per clicks amongst other metrics and reviewed comparative performance of creative executions in the digital channels. Created recommendations for media expenditures and strategy to support summer enrollment marketing. Continued targeted Spanish speaking enrollment audiences through multiple events, Spanish language radio and transit.
- **Inauguration**
  - Communications and Graphic Elements were completed.
- **SLCC.edu Redesign**
  - Continued work on finalization of design elements and templates. Working in tandem with My Page redesign. Refining content transition plans.
- **Public Relations**
  - Salt Lake Community College appeared in 690 articles in the local, state and national media in December 2014, with an estimated media value of \$233,085.

**MEDIA OPERATIONS**

- Recent TV productions: three training videos for Health Sciences, live webcasts of Student Services meeting and trainings, promotional videos for the ePortfolio web sites, and on-going closed caption work.
- Live SLCC TV cable channel 17 broadcasts: Taylorsville City resumed regular live TV broadcasts of council meetings.

**EVENTS**

- November: Tanner Forum on Social Ethics featuring Cheryl Strayed– SCC Grand Theatre – Approximately 1,000 students, faculty, staff and community attend the two events. The evening event was followed by a book signing.
- December: Employee Holiday celebration – Employees donated approximately 1200 food items totaling 1,031 pounds of food.
- January: Presidential Inauguration/Installation Ceremony included pre-event dinner, post-installation community and college luncheon, Bruin basketball games event and student open houses with President Huftalin at three campuses.

### **Federal and State Relations**

It has been a busy month preparing for the start of the Utah legislative session. On January 15, 2015 the division hosted a local government leaders summit for state legislators and local government officials from Salt Lake County. The purpose of the meeting was to help inform the county's elected officials about the critical role that the College plays in the valley and state. President Huftalin conducted the meeting, which included several senior leaders from the College. The meeting was well attended and seemed to be well received by attendees.

In addition to meeting with key legislators in advance of the session, including Speaker Greg Hughes, VP Sheehan has been meeting with faculty, staff and students across the College to inform them about the College's priorities for the upcoming session. Sessions were held at the South City, Taylorsville and Jordan campuses, as well as with the student executive council and faculty association. The meetings were well attended.

The division is actively tracking several pieces of legislation that could potentially affect the College, and will continue to do so leading up to the session. VP Sheehan and Scott Brown met with the legislative liaisons from the other USHE institutions to discuss key issues leading up to the session.

VP Sheehan will be leaving the College at the end of the month to take another position outside the College. Scott Brown will serve as the legislative liaison for the 2015 session.

### **Government Relations**

Scott Brown was active in solidifying relationships with various city business development offices and working with elected officials to deepen ties with local government partners. Many local government entities were in attendance at the Local Government Leaders Summit on January 15, 2015, at the Miller Campus. President Huftalin and members of executive leadership provided updates on the mission and the successes of the college. We also received feedback on ways to better serve the community and students.

Scott is active in several Chambers of Commerce in the valley. He is member of the Board of Directors of the Southwest Valley Chamber and is active in promoting SLCC to chamber members. He arranged for the Miller Business Resource Center to present on the many business development programs before the South Jordan Chamber and is looking for future opportunities to build ties with the cities and county.

Scott meet with South Salt Lake's Urban Design Director, Sharen Hauri on Jan 8<sup>th</sup> to discuss partnering on Salt Lake County's plan for an Innovation district that would include Arts and Media as a focus. The intention is to bring better awareness and use of the South City Campus' resources.

Lt. Governor Spencer Cox and Salt Lake County Mayor Ben McAdams visited the Redwood Campus on Jan14, 2015 to tour the Union Pacific training center. They spent an hour hearing about railroad safety and participating on hands on training of driving a locomotive.

Tab M

**Faculty—No Report this Month**

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**Board of Trustee Report – Staff Association Executive Board**

1/26/2015

The Salt Lake Community College Staff Association met on January 8, 2015 from 2:00 – 3:30 at the Gunderson building. Guests included Anjali Pai and Angie Hunter from the Center for Innovation.

A discussion was had about reinstating the Legislative track training as part of our staff Professional Development.

Anjali Pai discussed the upcoming Professional Development day in March and how the staff association can be instrumental in the development of workshops and in volunteering to help during that day.

Julia Ellis is working with the College bookstore to enable staff to purchase electronic equipment through payroll deduction.

A staff forum is scheduled with President Huftalin for February 4, 2015 at South City Campus, room 1-119 from 12:00 – 1:00.

January 9, 2015 was the inauguration of President Huftalin, many of the staff association board members volunteered as Event Hosts and Gus Calder spoke. He was able to announce the Staff gift to President Huftalin, the Respectus.

This year we will be giving away Staff Star towels to those who are nominated and chosen as monthly Staff stars.

Our next meeting will be held on February 5, 2015.

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Spring semester 2015 is in full swing with positive feedback from our fellow bruins. We kicked off the semester with the inauguration of SLCC's 8<sup>th</sup> president Dr. Denece Huftalin. This event created a fun and enthusiastic atmosphere at SLCC and has extended to the student leaders. With this motivation, is the student Association ready to continue serving our student body.

#### Student Life & Leadership

- To help celebrate the inauguration of President Huftalin, the Student Association brought in an acrobatic team called, The Chicago Boyz. This high flying team appeared on season eight of America's Got Talent and brought their energy and Chicago style to Salt Lake Community College. The Chicago Boyz performed at the SLCC Men's and Women's basketball games on Saturday, January 10. They performed acrobatic stunts and incorporated President Huftalin in their performance.
- The Fine Arts and Lectures Board is gearing up for their Spring Semester lecture showcasing SoulPancake's Rainn Wilson. Tickets became available to students, faculty, staff and community members at the Men's and Women's basketball games that were held on Saturday, January 10. Students who purchased tickets during this time will receive "Priority Seating" and a free ticket to bring a friend. Tickets are now available at all information desks at the Jordan, South City and Taylorsville Redwood campuses.
- The festivities of celebrating our new College president continued as our student leaders accompanied President Huftalin to the student receptions that were planned for the first day of classes. President Huftalin and the student leaders greeted students at the Jordan, South City and Taylorsville Redwood campuses throughout the day.
- Welcome Back Week activities took place during the first week of classes on all campuses. The regional boards gave away breakfast items and school supplies to students to welcome back our Bruins.
- Laughter filled the air as comedian Chloe Hilliard brought her hilarious comedic show to the South City Campus on Thursday, January 15. The North Region Board chose to host a late night comedic show to accommodate the student's schedules at that campus.

#### Leadership Development

- Student Life and Leadership is planning their annual Winter Leadership Conference for Friday, February 6. Tom Krieglstein, who is known for his Student Leadership Trainings, will be presenting to the students about his "Free Hugs" movement.

#### Student Government

- The Student Senate Book Scholarship Program received 15 applications from students requesting assistance for their books for the spring semester. All 15 students demonstrated satisfactory progress and were granted up to \$250 to assist them with the cost of books.
- The Student Association Executive Council is working hard to be ready to hold the student elections for 2015-2016 on March 10 and 11. Applications are open for everyone who meet the requirements.

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#### **Executive Council Mission Statement**

The SLCC Student Association Executive Council is an organization composed of student leaders who are driven to inspire, assist, guide, serve, represent and include students of diverse cultures, abilities and ages by:

- Addressing student issues and needs
- Providing access and opportunities to enrich the College experience
- Being believable and trustworthy
- Building communication bridges
- Collaborating with faculty and staff
- Working with the community

**BOARD OF TRUSTEES REPORT**  
**Reporting: CIO / CISO**  
**January 26, 2015**

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**Office of the Chief Information Officer**

- OIT will continue researching technological opportunities to provide cost saving while maintaining the competitive edge in providing students and faculty with the tools necessary to enhance their educational experience.

**Office of the Chief Information Security Officer**

- Sensitive information scans and remediation has been expanded to the entire college community using software application called Identity Finder.
- Firewall and Audit Vault for Banner to begin test implementation 2/17/2015.
- Refreshing hardware for SLCC's Disaster Recovery and Business Continuity sites with a completion date of February 2015.

**Office of Administrative Computing**

- Mobile Application is being updated to include the student registration component. It will be implemented in January and ready for testing.
- Informed Budget Processing system has been completed and implemented in production..
- The Student ID retrieval program has been completed and implemented in production.

**Office of Technical Services (Systems and Infrastructure)**

- Implementation of Office 365 has been completed and is being offered to faculty and staff..
  - Entire infrastructure switch replacement underway with a completion by the end of February 2015.
  - The Technology Building wireless upgrade has started and is to be completed by the end of January 2015.
  - Proof of concept underway for the Network Access Control software. The testing will be completed by the end of January 2015.
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**CALENDAR OF UPCOMING EVENTS  
OF INTEREST TO THE BOARD OF TRUSTEES**

<b>February 11, 2015</b>	<b>8:00 a.m.</b>	<b>Board of Trustees Meeting</b>
<b>March 11, 2015</b> March 26, 2015	<b>8:00 a.m.</b>	<b>Board of Trustees Meeting</b> Giant in Our City, honoring Gail Miller
<b>April 8, 2015</b>	<b>8:00 a.m.</b>	<b>Board of Trustees Meeting</b>
May 5, 2015 May 7, 2015 May 15, 2015	6:00 p.m. afternoon 7:00 a.m.	Evening of Honor Dinner Commencement Breakfast, Board of Regents and Trustees
<b>June 24, 2015</b>	<b>8:00 a.m.</b>	<b>Board of Trustees Meeting</b>
<b>August 12, 2015</b>	<b>8:00 a.m.</b>	<b>Board of Trustees Meeting</b>

**\* If you wish to attend any of these functions, please call Janice at 801-957-4227. Current Athletic Events may be accessed by calling the Athletics Office, 801-957-4515. To Access SLCC's On Line Calendar of Events, log on to [www.slcc.edu](http://www.slcc.edu) home page, click the calendar icon on the right side of the screen under Quick Links for a complete list of all upcoming events.**

