



**Board of Trustees  
 March 9, 2016  
 8:00 a.m.  
 Taylorsville Redwood Campus  
 AAB Board Room 428**

Meeting to be conducted by Gail Miller, Chair

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

**TAB**

**I. BOARD BUSINESS: Gail Miller, Chair**

- A. Trustee Audit Committee Report, Trustee Pat Richards
  - 1. Action: 2015 Annual Financial Report

**A**

**II. CONSENT CALENDAR:**

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

- A. Investment Report for January 2016
- B. Minutes of Previous Meeting, February 10, 2016
- 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 April 13, 2016 to consider matters permitted by the Utah Open and Public Meetings Act.
- D. Personnel Report for February 2016
- 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: Verbal Student Association Report, Carlos Moreno
- B. Instruction Report, Provost Clifton Sanders
- C. Student Affairs Report – VP Chuck Lepper
- D. Business Services Report –VP Dennis Klaus
  - 1. Action: Surplus Property Operations Report
  - 2. Action: Tuition and Fees Report
- E. Government and Community Relations Report – VP Tim Sheehan
  - 1. Information: Legislative Update
- F. Institutional Advancement Report – VP Alison McFarlane
- G. Institutional Effectiveness Report, VP Barbara Grover
  - 1. Information: Spring Enrollment Report
  - 2. Information: Moment of Mission, Teacher Recruitment Scholars Report – Dr. Maria Franquiz, Dr. Mary Burbank, Dale Smith

**F**

**G**

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- H. Campus-based & Constituents Reports:
1. Faculty Report – Lois Oestreich and Louise Bown (No Report)
  2. Staff Association Report – Julia Ellis **M**
  3. Student Life and Leadership Report – Carlos Moreno **N**
  4. Information Technology – Bill Zoumadakis **O**
- I. Calendar of Upcoming Events **P**

**IV. INFORMATION SHARING AND INPUT:**

**V. ADJOURNMENT:**

Next Board Meeting: April 13, 2016  
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.**

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 01-31-16

<u>Description</u>	<u>Rate of Return</u>	<u>Settlement Date</u>	<u>Maturity Date</u>	<u>Cost</u>	<u>Market Value</u>
Alibaba					
Medium Term Note Floater	1.21%	12/09/15	11/28/17	1,991,255.00	1,983,988.00
America Movil Sab					
Medium Term Note	1.17%	09/01/15	09/08/16	2,014,256.69	2,004,976.00
Baltimore Gas & Electric					
Medium Term Note	1.10%	12/01/15	09/08/16	3,095,257.60	3,096,816.00
Bank of America					
Medium Term Note Floater	1.13%	05/14/13	03/22/16	1,000,123.53	1,000,645.00
Medium Term Note Floater	1.62%	01/21/16	01/15/19	2,008,340.00	1,995,512.00
BFCM					
Medium Term Note Floater	1.32%	03/04/14	01/20/17	3,003,642.26	3,008,166.00
BHP Billiton					
Medium Term Note	1.98%	01/28/16	02/24/17	2,291,772.99	2,290,479.83
BNP Paribus					
Medium Term Note	1.26%	09/14/15	12/12/16	1,782,837.77	1,784,788.35
BPCE SA					
Medium Term Note Floater	1.13%	02/14/14	04/25/16	2,729,769.37	2,730,343.73
Medium Term Note Floater	1.05%	02/18/14	02/10/17	1,001,355.44	1,002,235.00
Medium Term Note Floater	1.00%	03/11/14	02/10/17	1,026,921.68	1,027,290.88
Citigroup Inc					
Medium Term Note Floater	1.04%	12/23/13	07/25/16	1,503,326.68	1,502,709.00
Deutsche Bank					
Medium Term Note	1.50%	11/25/15	02/13/17	1,997,913.80	1,992,630.00
Federal Ag Mortgage Corp					
US Agency	1.27%	03/23/15	03/23/18	2,000,000.00	2,000,708.00
US Agency	1.97%	03/24/15	03/24/20	2,000,000.00	2,003,646.00
Federal Farm Credit Bank					
US Agency	1.47%	04/29/15	04/29/19	3,000,000.00	3,000,216.00
US Agency	1.44%	10/15/15	10/15/19	2,000,000.00	2,000,044.00
US Agency	1.71%	11/19/15	11/19/19	3,000,000.00	3,002,961.00
US Agency	1.88%	11/23/15	11/23/20	2,000,000.00	2,004,868.00
Federal Home Loan Bank					
US Agency	1.45%	12/28/15	12/28/18	2,000,000.00	2,000,896.00
US Agency	1.60%	01/29/16	07/29/19	2,000,000.00	2,003,554.00
US Agency	1.54%	09/24/15	09/24/19	2,000,000.00	2,000,024.00
US Agency	1.84%	10/06/15	10/06/20	1,570,000.00	1,570,081.64
US Agency	1.75%	10/08/15	10/08/20	3,000,000.00	3,000,009.00
Federal Home Loan Mortgage Corp.					
US Agency	1.25%	11/24/15	08/24/18	2,000,000.00	2,000,110.00
US Agency	1.35%	11/30/15	11/26/18	2,000,000.00	2,000,390.00
US Agency	1.63%	09/30/15	09/30/19	2,000,000.00	2,003,218.00
US Agency	1.50%	10/29/15	10/29/19	2,000,000.00	2,001,040.00

<u>Description</u>	<u>Rate of Return</u>	<u>Settlement Date</u>	<u>Maturity Date</u>	<u>Cost</u>	<u>Market Value</u>
<i>Federal Home Loan Mortgage Corp. continued</i>					
US Agency	1.63%	11/25/15	11/25/19	4,000,000.00	4,000,932.00
US Agency	1.75%	12/18/15	12/18/19	2,000,000.00	2,000,926.00
US Agency	1.90%	11/30/15	11/25/20	2,000,000.00	2,000,444.00
US Agency	2.00%	11/30/15	11/25/20	2,000,000.00	2,000,786.00
<i>Federal National Mortgage Association</i>					
US Agency	1.40%	09/29/15	03/29/19	2,000,000.00	2,002,318.00
US Agency	1.50%	11/27/15	08/27/19	2,000,000.00	2,000,988.00
US Agency	1.88%	02/13/15	02/13/20	1,000,000.00	1,000,129.00
US Agency	1.80%	05/20/15	05/20/20	2,200,000.00	2,201,982.20
US Agency	1.80%	09/30/15	09/30/20	2,000,000.00	2,002,812.00
<i>Fifth Third Bank</i>					
Medium Term Note	1.10%	08/18/15	08/20/15	2,000,722.00	1,999,828.00
<i>General Electric Capital Corporation</i>					
Medium Term Note Floater	0.93%	08/07/13	07/12/16	2,000,907.80	2,003,338.00
<i>Goldman Sachs GP Inc</i>					
Medium Term Note Floater	1.13%	02/07/14	03/22/16	1,999,670.88	2,000,288.00
Medium Term Note	1.53%	01/25/16	03/09/17	2,069,220.00	2,059,788.00
Medium Term Note Floater	1.62%	01/26/16	02/19/18	1,999,920.00	1,990,880.00
<i>HSBC Finance Corporation</i>					
Medium Term Note Floater	1.21%	06/26/13	06/01/16	1,719,274.74	1,718,670.44
<i>Huntington Bank</i>					
Medium Term Note	1.20%	09/01/15	11/20/16	2,001,440.00	2,001,610.00
<i>Intermountain Power Agency</i>					
Muni	1.10%	06/26/14	07/01/17	1,203,060.00	1,208,736.00
<i>JP Morgan Chase &amp; Company</i>					
Medium Term Note Floater	1.10%	09/30/13	06/13/16	2,497,238.84	2,497,307.50
<i>Macquarie Bank</i>					
Medium Term Note Floater	1.38%	03/24/14	03/24/17	1,000,000.00	997,776.00
<i>Rio Tinto</i>					
Medium Term Note Floater	1.92%	01/28/16	06/17/16	1,996,538.00	1,995,404.00
<i>Salt Lake City</i>					
Muni	1.10%	07/17/14	10/01/17	1,003,257.09	1,008,630.00
<i>Takeda Pharmaceutical</i>					
Medium Term Note	1.47%	01/22/16	03/17/17	2,003,600.00	2,006,672.00
<i>Mutual Funds - Bruin Club</i>					
Janus Strategic Value Fund	-20.31%	Various	Open	35,000.00	77,468.20
Janus Twenty Fund	-4.23%	Various	Open	41,250.00	66,323.34
The Vanguard 500 Index Fund	-8.30%	Various	Open	43,750.00	85,810.66
<i>Mutual Funds - Alumni Office</i>					
Janus Fund	-12.21%	Various	Open	26,500.00	31,201.13
Janus Enterprise Fund	-14.20%	Various	Open	31,500.00	38,988.72
The Vanguard 500 Index Fund	-8.30%	Various	Open	27,000.00	51,054.93
<i>Mutual Fund Wells Fargo - Grand Theatre</i>					
WealthBuilder Moderate Balanced Portfolio	-9.18%	12/26/06	Open	95,717.01	121,167.94
<i>Utah State Treasurer</i>					
Public Treasurers' Investment Fund	0.7358%	01/31/16	Open	19,971,920.07	19,971,920.07
<i>Zions First National Bank</i>					
Sweep Account	0.20%	01/31/16	02/01/16	<u>6,558,764.13</u>	<u>6,558,764.13</u>
<b>Total Investment Portfolio</b>				<b><u>127,543,023.37</u></b>	<b><u>127,715,289.69</u></b>

SALT LAKE COMMUNITY COLLEGE  
INVESTMENT TRANSACTIONS  
January 2016

Description	Interest	Settlement Date	Maturity Date	Cost
<b>Investments - December 31, 2015</b>				116,219,658.28
<b><u>PURCHASES</u></b>				
Bank of America Corporate Floater	1.62%	01/21/16	01/15/19	2,008,340.00
Takeda Pharmaceutical Corporate Term	1.47%	01/22/16	03/17/17	2,003,600.00
Goldman Sachs (Murray Trust) Corporate Term	1.53%	01/25/16	03/09/17	2,069,220.00
Goldman Sachs Corporate Floater	1.62%	01/26/16	02/19/18	1,999,920.00
BHP Billiton Corporate Term	1.98%	01/28/16	02/24/17	2,291,772.99
Rio Tinto Corporate Floater	1.92%	01/28/16	06/17/16	1,996,538.00
Federal Home Loan Bank US Agency	1.60%	01/29/16	07/29/19	2,000,000.00
Utah State Treasurer Public Treasurers' Investment Fund	0.74%	Various	Various	28,281,987.03
Zions First National Bank Sweep Account	0.20%	Various	Various	<u>29,139,814.42</u>
Total Purchases				71,791,192.44
<b><u>SALES / MATURITIES / CALLS</u></b>				
Federal Home Loan Mortgage Corporation US Agency	2.00%	10/15/15	01/15/16	1,000,000.00
Federal Ag Mortgage Corp US Agency	1.85%	01/28/15	01/28/16	2,000,000.00
Net Premium/Discount Amortization				16,140.28
Utah State Treasurer Public Treasurers' Investment Fund	0.74%	Various	Various	33,613,124.75
Zions First National Bank Sweep Account	0.20%	Various	Various	<u>23,838,562.32</u>
Total Sales				60,467,827.35
<b>Investments - January 31, 2016</b>				<u><u>127,543,023.37</u></u>

**MONEY MANAGEMENT INVESTMENTS  
SUMMARY OF INVESTMENT TRANSACTIONS  
FOR THE YEAR ENDING JUNE 30, 2016**

Month	Beginning Balance	Purchases	Sales	Ending Balance	Weighted Average Balance	Interest and Dividends	Interest Rate
July 2015	118,787,403.96	25,408,773.60	30,763,321.55	113,432,856.01	115,321,027.10	125,411.62	1.28%
August 2015	113,432,856.01	60,833,949.53	51,445,499.98	122,821,305.56	113,094,268.14	95,466.35	0.99%
September 2015	122,821,305.56	64,019,172.92	69,361,615.25	117,478,863.23	119,460,724.06	99,506.90	1.01%
October 2015	117,478,863.23	44,968,563.17	44,901,300.23	117,546,126.17	119,975,226.84	138,174.89	1.36%
November 2015	117,546,126.17	40,225,317.91	41,512,130.07	116,259,314.01	119,469,060.30	103,148.07	1.05%
December 2015	116,259,314.01	31,164,842.17	31,204,497.90	116,219,658.28	119,191,726.62	116,408.75	1.15%
January 2016	116,219,658.28	71,791,192.44	60,467,827.35	127,543,023.37	119,241,049.89	102,494.24	1.01%
February 2016							
March 2016							
April 2016							
May 2016							
June 2016							
<b>Totals</b>		<b>338,411,811.74</b>	<b>329,656,192.33</b>		<b>117,964,726.14</b> *	<b>780,610.82</b>	<b>1.12%</b> *

\* Based on average of months shown

  
Dr. Denece Huffalin, President



**Board of Trustees Meeting**

**February 10, 2016**

**Taylorsville Redwood Campus  
Academic & Administration Bldg. 428**

**8:00 a.m.**

**Attendance:** Trustees—Chair Gail Miller, Sanch Datta, Maria Farrington, W. Tim Miller, Carlos Moreno, Pat Richards, Jim Wall; President Deneece Huftalin, Secretary Janice Schmidt

**Excused:** Vice Chair Clint Ensign, Trustee David Lang, Annie Schwemmer

**Guests:** Executive Cabinet members Barbara Grover, Dennis Klaus, Roderic Land, Chuck Lepper, Alison McFarlane, Clifton Sanders; SLCC representatives Louise Bown, Julia Ellis, Josh Elstein, Melissa Flores, Doug Hansen, Kristy Kuhn, Nancy Michalko, Michael Navarre, Lois Oestreich.

	<b>Agenda</b>	<b>Discussion Summary and Action</b>	<b>Assignments</b>
I.	Board Business	Chair Gail Miller called the meeting to order at 8:09 a.m. and welcomed Kristy Kuhn, the new Executive Assistant to the President and Secretary to the Board.	
	A. Action: Nomination and Approval of Honorary Degrees	<b>Trustee Tim Miller moved to approve the selection of Stan Parrish and Barbara Tanner as the SLCC honorary doctorate recipients for 2016. Trustee Moreno seconded the motion; a vote was taken and the motion carried unanimously.</b>	
	B. Action: Bylaws Revisions, Trustee Emeriti, Second Reading	The Bylaws have been revised to allow a former Trustee to be appointed a Trustee Emeritus and to add two committees. There was no discussion on the revisions. <b>Trustee Richards moved, seconded by Trustee Moreno, to approve the Bylaws as revised. A vote was taken and the motion carried unanimously.</b>	
	C. UCAT Board, Trustee W. Tim Miller	Trustee Tim Miller has accepted the assignment to represent SLCC on the UCAT board.	
	D. Trustee Audit Committee Report, Audit Chair Pat Richards	Trustee Audit Committee Chair Richards recognized Doug Hansen and his team for their work in preparing the 2015 Annual Financial Report. It has been reviewed by the Audit Committee and the state auditors gave it an unqualified audit; there were some findings in financial aid for FY15. Copies were provided for the Trustees as information; it will be on the agenda for action in March. Trustee Richards also reported on the January 21 annual meeting with the Regents audit subcommittee where Randy Cutliff provided an extensive report.	
	E. Association of Governing Boards Conference Attendance, Chair Miller	President Huftalin and Trustees Ensign, Farrington, and Wall will attend the AGB conference in Washington DC in April and give a report after their return. Other Trustees may attend in future years on a rotating basis.	

II.	Consent Calendar	<b>Trustee Richards moved, seconded by Trustee Wall, 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>
III.	<p>President's Report A. President Huftalin</p> <p>1. Information: Verbal Faculty Leadership Report, Lois Oestreich, Louise Bown</p> <p>2. Information: Legislative Update</p>	<p>Commencement has been moved to Friday, May 6, to avoid conflict with the U's graduation. The procession will be at 9:30 a.m. and ceremony at 10:00. The honorary degree recipients are both available that day.</p> <p>Higher Ed Day at the Capitol will be February 19 at noon and Trustees were encouraged to attend.</p> <p>In order to highlight the constituent reports, each group will give a verbal report on a rotating basis. Faculty leadership will report at this meeting. Louise Bown, Faculty Association president, said their main purpose is to represent faculty in employment matters, working conditions, and professional growth. They have worked on rank advancement, faculty salary equity, faculty load equity, and merit this semester. Lois Oestreich, Faculty Senate president, said the Senate helps faculty contribute their skills, insights, and creativity to be more effective with students and connect with College stakeholders. The curriculum committee and education committee are reviewing and recommending structural alterations; the Appointment, Promotion, Academic Freedom and Tenure (APAF) document is being reviewed; and the faculty evaluation system is being reviewed by an outside group to create processes and rubrics to better evaluate faculty classroom practice, online teaching, and professional portfolios.</p> <p>The President and VP Sheehan have given several presentations to legislative groups recently: Higher Ed Appropriations on base budget efficiencies through reallocating within budget lines; fiscal year 2017 budget request; connections and successes with non-credit CTE programs; and the Westpointe Center building ask. The presentations have gone well and there is support for our building, but it may depend on how much there is in the budget.</p>
	B. Instruction Report	In the agenda.
	C. Student Affairs Report	In the agenda
	<p>D. Business Services Report, VP Klaus</p> <p>1. Action: Employee Grievance Policy, Second Reading</p> <p>2. Action: Corrective Action Policy, Second Reading</p>	<p>VP Klaus expressed appreciation to the accounting office for the great financial report. The person who has put the report together for 20 years retired and the position was filled in-house and has continued the excellent work.</p> <p>Both policies have minor changes to make them more appropriate in wording and voice. The purpose is being removed from all policies as it is included in the procedures content. All Human Resources policies are going through review. <b>Trustee Wall moved, seconded by Trustee Tim Miller, to approve the Employee Grievance Policy and the Corrective Action Policy. A vote was taken and the motion passed unanimously.</b></p>

	E. Government and Community Relations Report	In the agenda.
	F. Institutional Advancement Report, VP McFarlane 1. Information: Moment of Mission, Sundance at The Grand	SLCC's Grand Theatre was a Sundance venue for the second year and the College is negotiating an extension of the contract. Josh Elstein, Coordinator for the Center for Arts and Media (CAM), shared highlights of this year's Sundance experience. The Grand screened 19 films; with 1100 seats it is the largest venue in Salt Lake. Marketing helped showcase the College and patrons gave great feedback. Students participated in exclusive presentations with visiting filmmakers and professionals: Glenn Kiser, Dianne Bellino, and Adam Davies. Sundance provided tickets for students and employees to attend and students could volunteer. A short video about SLCC programs was shown to thousands of high school students before high school screenings at Rose Wagner. In April we will host the Utah high school film festival.
	G. Institutional Effectiveness Report	In the agenda.
	H. Campus-Based & Constituents Reports	In the agenda.
IV.	Information Sharing and Input	Trustee Farrington attended the PACE luncheon and felt it was a great opportunity to encourage and congratulate our high school students in the program. Several PACE sponsors were there.
V.	Adjournment	<b>The meeting adjourned at 8:48 a.m.</b>

SALT LAKE COMMUNITY COLLEGE  
PERSONNEL REPORT  
February 1-29, 2016

TAB D

PERSONNEL ADDITIONS/CHANGES

Name	Title	Department	Date
ADMINISTRATION			
--None			
FACULTY			
Ann Cannon	Assistant Professor	ESL - School of Applied Technology	February 1, 2016
STAFF--EXEMPT			
Kristy Kuhn	Executive Assistant to the President	Presidents Office	February 1, 2016
Laurie Staton	Development Officer 2, Annual Giving and Internal	Development Office	February 1, 2016
Emma Leonard	Development Officer 1, Service	Development Office	February 8, 2016
Fredrick Franklin	Program Manager 1, TAACCCT Grant	SAT	February 16, 2016
STAFF--NON-EXEMPT			
David Kuralt	Technician 1, Financial Aid	Financial Aid	February 1, 2016
Ana Arche	Technician 2, Academic and Career Advising (Internal Only)	Academic and Career Advising	February 1, 2016
Sarah Hamilton	Specialist 3, Refugee Grant	Continuing Education	February 1, 2016
Sage Drozd	Technician 2, Registration	Miller Financial Services	February 16, 2016
Joshua Martin	Specialist 3, Technical Production	Grand Theatre	February 16, 2016
Michael Goleniewski	Web Developer II	Information Technology	February 16, 2016
Jill Tew	Specialist 1, HR Faculty Services & Employee Relations	Human Resources	February 22, 2016

# TABLE

**Vice President of Government and Community Relations  
Office of Sponsored Projects: Government Funding Report  
Board of Trustees Meeting: March 2016**

**NEW FUNDING ACTION**

Funding Agency: Project Name	Date Submitted	Amount Requested	Receipt of Award	Status	Amount Funded	Period of Performance	Program Administration
Utah State University: SBDC Salt Lake Regional Center	8/27/2015	\$187,260	1/29/2016	Awarded	\$187,260	4/1/16-12/31/16	SBDC
Department of Education: Experimental Site Competency-based Education	10/2/2014	Financial Aid Waiver	2/11/2016	Awarded	-	2016-2018	Academic Affairs
Utah Arts and Museums: Diverse City	11/13/2015	\$2,000	1/29/2016	Awarded	\$775	1/15/16-4/23/16	Community Writing Center

**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 Talent Search	2/5/2016	\$1,231,200		Under Consideration		9/1/16-8/31/21	Student Services
National Science Foundation: Improving Science and Math Outcomes through Effective Student Support and Data Use	01/13/16	\$1,999,437		Under Consideration		2016-2021	School of Science, Math and Engineering
Department of Education: Strengthening Institutions Grant	6/8/2015	\$2,250,000		Under Consideration		10/1/16-8/31/20	School of Science, Math and Engineering
National Science Foundation: ATE Competency Based Biotech Education	10/8/2015	\$900,000		Under Consideration		5/2016-4/2019	School of Science, Math and Engineering
National Science Foundation: Geoscience Student Research & Ambassador Program	10/5/2015	\$349,935		Under Consideration		2016-2019	School of Science, Math and Engineering
Department of Education: Pell for Prisoners	10/2/2015	Financial Aid Waiver		Under Consideration		2016-2018	Academic Affairs
University of New Mexico: Southwest Center for Microsystems Education (National Science Foundation)	9/21/2015	\$167,774		Under Consideration		7/1/16-6/30/21	School of Science, Math and Engineering
Zoo, Art, & Parks (ZAP): Grand Theatre Support	5/15/2015	\$65,000		Under Consideration		2016-2017	The Grand Theatre
USHE: Step Up Ready	9/9/2015	\$75,000	11/6/2015	Awarded	\$75,000	1/1/16-4/30/17	Student Services
Small Business Administration: SBDC Salt Lake Center	8/27/2015	\$226,930	12/22/2015	Awarded	\$242,068	1/1/16-3/31/16	SBDC
National Library of Medicine: Native Voices	11/6/2015	\$250	12/15/2015	Awarded	\$250	2/16-6/16	Markosian Library
Department of Education: Strengthening Institutions Designation	12/23/2015	-	12/23/2015	Awarded	-	2016	
Utah Valley University: GEAR UP (Dept. of Education)		\$318,492	9/26/2015	Awarded	\$318,492	9/26/15-9/25/16	Student Services
Utah Technology Council, Utah Cluster Acceleration Partnership: TechTalent (Utah Department of Workforce Services)	5/26/2015	\$46,778	6/30/2015	Awarded	\$40,000	7/1/15-6/30/16	Miller Business Center
Utah Department of Workforce Services: Technology Training for Refugees		\$618,602	8/7/2015	Awarded	\$618,602	9/1/15-10/31/18	Continuing Education
Utah Arts and Museums: Grand Theatre Sustainability 2016 Season	2/16/2015	\$10,000	8/14/2015	Awarded	\$2,000	7/1/15-6/30/16	The Grand Theatre



## Board of Trustees Report

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Provost for Academic Affairs – March 2016

### Workforce and Economic Development

The creation of the Division of Workforce and Economic Development at SLCC is now underway. Named to the leadership is Rick Bouillon, Associate Provost for Workforce and Economic Development. Housed within the division is Continuing Education and Corporate Solutions. In the coming months, a new centralized structure will be established in order to have a single point of contact for Industry Partners wanting to utilize education and training for their companies and employees through SLCC. The structure will mirror the Governor's targeted Economic Development clusters, but more on that soon. Input from our Career and Technical Education Advisory Board members, Academic Leadership, Student Affairs Leadership and Governmental partners is already underway.

### School of Health Sciences

The Occupational Therapy Assistant (OTA) students received the coveted Gold Member Status from their National Association, the American Occupational Therapy Association. They will be recognized at the national conference in April. The Student OTA Club is actively engaged in Community Projects while continuing to do well in their courses of study. Also, the OTA program was officially notified in December that they had been awarded a 7-year accreditation certificate from Accreditation Council for Occupational Therapy Education (ACOTE).

### School of Business

Bob Burdette, Director of the SLCC Culinary Arts was recognized as the 2015 Honorary Chef of the Year award by the Beehive State Chefs' Chapter of the American Culinary Federation (ACF). This award is in recognition of the outstanding work Bob has done with the Culinary Arts program at SLCC. Over the past 2 years, Bob has served as Director of Culinary Arts. During his time he has led a team of faculty to update the curriculum. He has successfully acquired new equipment to expand the utilization of the kitchen lab. He has acquired grant funding to build a greenhouse, install a new five-deck oven and composting machine to support and enhance the culinary students learning experience in and out of the kitchen.

**BOARD OF TRUSTEES REPORT**  
**Reporting: Vice President for Student Affairs**  
**March 2016**

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**Associate Vice President for Student Success & Completion**

SLCC's Office of Outreach and Access has been awarded a \$75,000 StepUP Ready Grant from USHE. This project is a partnership between Salt Lake Community College and the Granite School District. The project aims to enhance and expand upon college outreach, preparation, and readiness activities that exist within Cyprus, Hunter, Granger and Kearns High Schools by offering FAFSA completion, College Prep Math, concurrent enrollment Math 1030/1040/1050 and parental engagement activities at SLCC's West Valley Center. The West Valley Center is conveniently located in the heart of the service areas of these four high schools. College outreach, preparation and readiness activities will be offered for students and their families in the evenings and on Saturdays when the high schools are not open. The goals of the grant are 1) to increase the percentage of seniors from Cyprus, Hunter, Granger and Kearns who complete the FAFSA from about 25% to 40%; 2) to increase the number of students from Cyprus, Hunter, Granger and Kearns High Schools who complete concurrent enrollment Math 1030/1040/1050 with a B or higher; and 3) to engage 200 9th and 10th grade families in college preparation activities. Kevin Miller, Assistant Director for Outreach and Access, is leading the implementation of the grant.

**Office of Diversity and Multicultural Affairs**

On February 6, 2016 twenty student leaders from Diversity and Multicultural Affairs, First Year Experience, International Student Services, Una Mano Amiga, Pacific Unity Association, Asian Student Association, Hispanic Latino Club, Black Student Union, Latinos in Action, Student Life and Leadership and the Multicultural Student Council actively participated in the National Student Leadership Diversity Convention at Utah Valley University. The students learned about intersecting identities, cross-cultural communication and how together they can engage in social justice awareness and change.

**Dean of Students**

The Dean of Students office is pleased to report that for fall 2015, 673 students qualified for the honor roll. The Dean's List honors 244 students and the President's List honors 429 students. A reception will be held on March 28 to honor all recipients for 2015 fall, summer and spring semesters.

**Assistant Vice President for Student Enrollment Services**

North Region

The new Office of Admissions now has full-time (Monday-Friday, 8:00 a.m.-4:30 p.m.) coverage at South city Campus. The Admissions Advisor will serve the North Region campuses and sites, (South City, Library Square, Westpointe, Airport, and Meadowbrook) and work directly with local high schools, including West, East, Highland, Skyline, Olympus, and Innovations.

Veterans Services

- February is always our Valentines for Veterans drive and delivery month. This year, we have received such support for our campaign from the College and the community. On Friday, February 12<sup>th</sup>, we will begin the delivery of our messages of appreciation and support. We have a group of 15 that will be meeting at the VA hospital and delivering there, nursing homes, Fisher House, and two of our VA homeless shelters. We have mailed out 1,400 valentines to deployed service members including SLCC students, a former employee, and others. To date this year, we have collected over 6,000 plus lots of candy. We are still receiving donations.
- SLCC Veterans Services once again was asked to write an article for the State Veterans Voice newsletter. We were asked to write about our year in review. The newsletter is just released and available for veterans in the state.

**SLCC Surplus Property Financial Report  
3-Year Income Statement Summary  
Indexes 12822, 12823 & BBSURP**

Prepared 2/19/16

	FY-15	FY-14	FY-13
<b>Indexes 12822 &amp; 12823</b>			
<b>Sales Revenue</b>	\$128,110	\$186,780	\$151,483
<b>Operating Expenses</b>			
Wages	95,863	118,751	20,347
Benefits	3,356	3,017	859
Current Expense	77,255	90,298	70,325
Capital Equipment			19,800
Travel	100	3	23
<b>Total Operating Expenses</b>	<b>176,574</b>	<b>212,069</b>	<b>111,354</b>
<b>Transfers Out:</b>			
To Parking Services (Sale of 2 vehicles)		18,000	
To Recycling/Sustainability Project		26,524	
To IT Computer/Infrastructure Projects		91,400	
<b>Net Income/(Loss):</b>	<b>(48,464)</b>	<b>(161,213)</b>	<b>40,129</b>
<b>Beginning Fund Balance</b>	<b>153,878</b>	<b>315,091</b>	<b>274,962</b>
<b>Ending Fund Balance</b>	<b>\$105,414</b>	<b>\$153,878</b>	<b>\$315,091</b>
E&G Support (Index BBSURP)	\$12,432	\$22,461	\$47,438

**E&G Index: BBSURP**

Wages	\$8,755	\$19,653	\$43,626
Benefits	670	1,504	2,985
Current Expense	2,993	1,297	822
Travel	15	7	5
<b>Total Operating Expenses</b>	<b>\$12,432</b>	<b>\$22,461</b>	<b>\$47,438</b>

March 2016

Regent policy, *R220, Delegation of Responsibilities to the President and Board of Trustees*, requires that the Board of Trustees reviews and approves tuition and general student fee adjustment recommendations, prior to being submitted to the Board of Regents for final consideration. The Board of Regents will meet on April 1, 2016 at Dixie State University to take final action on all tuition and fee increases for 2016-17.

### **FY 2017 Proposed Tuition Increase**

The College hosted its Annual Tuition Review meeting with students on March 2, 2016. At this meeting students were advised of the proposed tuition increase ranges for both first-tier and second-tier tuition. Currently it is anticipated that the State Board of Regents' proposed 2016-17 first-tier tuition increase might range from 0% to 4%. The College is proposing a 0% to 2% second-tier tuition increase depending on the outcome of the legislative session. Together, the proposed tuition increases for next year could range from 0-6% or \$0 to \$94 per semester for a full-time resident undergraduate student. Additional information will be provided at the Trustees' meeting including student feedback from the Annual Tuition Review meeting.

**Trustee Action:** The Trustees are asked to review and approve a second-tier tuition increase of up to 2% depending on the legislative funding outcomes for FY2017. Trustees will receive a follow up report regarding the final second-tier tuition increase percentage during its next scheduled meeting.

### **Proposed Student Fee Increase**

Regent Policy, *R510 Tuition and Fees*, requires that all general student fees be reviewed and approved by the Board of Regents, normally in conjunction with the annual determination of tuition rates. General student fees typically include fees related to Student Life & Leadership, athletics, transportation, health and wellness programs, technology fees, and approved student union building bond fees.

As required by Regents policy, SLCC has an established Student Fee Board whose purpose is to provide students with input into decisions regarding the determination and allocation of student fees. This year the Student Fee Board received seven new proposals for the Student Fee Board's consideration. The requests received totaled \$13.00 in new student fee requests.

The Student Fee Board's final recommendation was to increase student fees a total of \$6.00 or 2.75% for students enrolled for 10 credit hours or more per semester. The increase in fees is as follows:

- ❖ Increase the Athletics Fee by \$3.00
- ❖ Increase the Student Center Fee by \$2.00
- ❖ Increase the Center for Health and Counseling Fee by \$1.00

**Trustee Action:** The Trustees are asked to review and approve the student fee increase as outlined.

**Government and Community Relations  
Board of Trustee Report  
March 2016**

**TAB J**

**Government Relations**

The Legislative Session is moving along fast. On February 8, 2016 President Huftalin presented before the Higher Education Appropriations Subcommittee to provide information about the mission of SLCC, funding requests, and the role for SLCC in CTE/SAT training in Salt Lake County. In addition, President Huftalin presented to the Infrastructure and General Government Appropriations Subcommittee (IGG) about the need for funding for the Westpointe Center building.

The IGG committee ranked the Westpointe Center as the second priority for funding on the Higher Education Building list. We will continue to talk to the members of the Executive Appropriations Committee to stress the need for the funding and the benefits it will provide to Salt Lake County and the state. Thank you to the members of the Board of Trustees, business partners and community leaders for their efforts to get our message to legislators.

We continue to monitor legislation that impacts higher education, including Concurrent Enrollment, Workforce Development, Training for Professional Licenses, and Student Rights. We will provide a recap of the session and the outcomes to students, faculty and staff shortly after the session concludes March 10<sup>th</sup>.

**Community Relations**

Salt Lake Community College sits on the United Way's Promise Partnership Regional Council. The Council is made up of leaders from government agencies, community organizations, higher education institutions, businesses, k-12, philanthropies, and businesses who work collaboratively to align the work of individual entities around system-wide shared goals. As part of work with the Regional Council, Jennifer Seltzer Stitt sat on the Results Report Subcommittee and on the newly founded Pathways to Careers network. In January, the Report Subcommittee published and distributed the *2015 Results Report of the Promise Partnership Regional Council*, which highlights successes and calls attention to where startling inequities persist.

As part of our work with our partners in the City of South Salt Lake, Jennifer initiated initial discussions to explore a potential partnership with Westminster College that would provide a two-year scholarship to eligible Salt Lake Community College students.

Jennifer Seltzer Stitt was accepted to present at the 8th Annual Scholarship of Teaching and Engagement this April at Utah Valley University. The presentation, titled *The Community's College*, tells the community engagement story of SLCC's institutional evolution, highlighting the growth of innovative engaged learning experiences founded in experiential learning theory and best practices.

In February, President Huftalin signed the Campus Compact 30th Anniversary Civic Action Statement. A key aspect of the Civic Action statement is a commitment from each President to commission the development of a Civic Action Plan for the institution to work collectively with community-based partners to strengthen communities. As part of the statement, the Office of Community Relations serves with other stakeholders from across the College to develop SLCC's civic action plan. The team met at a two-day conference in early February and drafted an initial framework to guide discussion within the College.

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

**January, 2016**

**DEVELOPMENT OFFICE REPORT**

- **Gifts** received January 1 through January 31, 2016: **\$185,027**  
Total gifts to date for Fiscal Year 2016: **\$1,263,494**
- **Sponsorships** received January 1 through January 31, 2016: **\$1,000**  
Total sponsorships to date for Fiscal Year 2016: **\$540,853**
- Value of **Gifts-In-Kind** received January 1 through January 31, 2016: **\$1,401**  
Total value of gifts-in-kind to date for Fiscal Year 2016: **\$26,267**

**INSTITUTIONAL MARKETING & COMMUNICATIONS**

- **Institutional Marketing and Communications:**
  - After a successful launch of the new SLCC website on December 3<sup>rd</sup>, the digital team focused on the redesign of MyPage to be rebranded My SLCC.
  - SLCC Public Image Campaign will wrap up at the end of February. A post campaign report will follow.
  - SLCC's Spring pre-enrollment campaign has been completed. Post campaign report will follow.
  - The Contact Center answered 9,000 phone calls. The Center also assisted with strategic enrollment marketing by making 200 outbound calls for March term to current and potential students.
- **Public Relations:**
  - Salt Lake Community College appeared in 709 articles in the local, state and national media in January 2016 with an estimated media value of \$991,291.
  - Featured stories: Solar program at Hill Air Force Base; SLCC's Grand Theatre Hosts 18 films for Sundance 2016; coverage for SLCC basketball.

**MEDIA OPERATIONS**

- Media Operations produced several new videos:
  - ePortfolio Showcase featuring students with excellent samples of the utility of the ePortfolio program.
  - The Westpointe Center programs.
  - The Spirit of Change presented by President Huftalin, an overview of the new SLCC strategic goals process being rolled out on Professional Development Day.

BOARD OF TRUSTEES REPORT  
**Institutional Effectiveness**

March 2016

The Northwest Commission on Colleges and Universities has accepted SLCC's Fall 2015 Year One Mission and Core Themes Report. SLCC's next regularly scheduled evaluation is the Mid-Cycle Evaluation in Fall 2017.

Board of Trustee Notes – Staff Association Board

2/22/2016

The Salt Lake Community College Staff Association met on February 4, 2016. Michael Blain, Jackie Jolly, and Linnie Spor were excused

Discussion items:

Approval of constitution & bylaws by President Huftalin

Access & success for students – how can we assist and address issues

UHESA committee updates

UHESA day on the hill – great experience overall

Ken Stonebrook, Title IX & EEO Manager discussed discrimination and harassment policies

Expanding Your Horizons event – March 5, 8 – 2, SCC Staff Association and all staff invited to volunteer

Campus activities are being planned by the delegates and delegate elects from each site

Our next meeting will be March 3, 2016 at the South City campus

Time is flying in the Student Association as we approach the middle of the semester and look forward to finishing spring semester successfully. Graduating student leaders are preparing themselves to be ready to attend to commencement in 2016.

#### Student Life & Leadership

- John Quinones, ABC news anchor and host of the syndicated show “What Would You Do?” was the Spring Lecture presenter for 2016. With students, faculty, staff and community members in attendance at this lecture, attendees were able to attend this fun but provocative lecture challenging societal notions of the various ‘isms’ (sexism, racism, ageism, etc.) at SLCC’s Grande Theater on February 24.
- Throwback dance was held on February 25 at the South City Campus Multipurpose room on February 25. The newly elected Student Association President and Executive Vice President were announced at the dance.

#### Leadership Development

- Profiles in Leadership dinner was held on February 18 in the Oak Room. Board of Trustee Member Tim Wall spoke to the student leaders about networking and decision making. Student leaders were able to take away important skills to help them in their higher education goals.
- The annual Diversity Dinner, providing insightful conversations around the unity in community, took place on March 2 in the Oak Room where students, staff, faculty, and community members were able to come together and have meaningful discussion with folks they don’t ordinarily interact with.

#### Student Government

- Voting polls for the Student Association President and Executive Vice President elections took place from 8:00 A.M. February 23 until 8:00 P.M. February 24. The new Student Association President and Executive Vice President will be sworn into office on April 5.
- The Higher Education Day was on February 19<sup>th</sup> at the Capitol and 8 students leaders from Salt Lake Community College attended the meeting having the opportunity to meet with different representatives across the state. Carlos Moreno Student Body president was invited by Rep. Steve Eliason to be on the House floor to represent Utah Student Association.
- The Executive council would like to invite Board of Trustees members to attend a full Executive council meeting to build more interaction between both organizations.

#### **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**  
**February 22, 2016**

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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.
- Interviewing for an Information Security Officer.

**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.

**Office of Administrative Computing**

- Ellucian Recruiter has been implemented in a test environment and integration components have been installed in production. A production date has not been established.
- Hired new Web Developer II for developing electronic institutional forms.
- SciQuest implementation continuing with a production date of June 2016.
- Lumunis 5 (MyPage) has been installed in a test environment. The production live date is scheduled for May 2016.
- Student voting has modified and is prepared for the upcoming election cycle.
- Moderas Fastrak software for Grants has been purchased and initial test implementation is being completed.

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

- Network Access Control software has been implemented and is currently being tested.
- Started initial design and cost estimates for a wireless network upgrade at South City Campus, Jordan High Tech Center and Markosian Library.
- Started initial network design for south city campus Strength and Conditioning Center.
- Business Building Business Resource Center to be completed by the end of February.
- Site progress continuing for the new Central Receiving Warehouse. Network connectivity and wireless moving forward.
- Testing Center camera upgrades have been completed in the Construction Trades Building and Jordan Center.

*Salt Lake Community College*

**CALENDAR OF UPCOMING EVENTS**  
OF INTEREST TO THE BOARD OF TRUSTEES

March 3, 2016	1:30 p.m.	SLCC Promise Announcement Gold Room at the Utah State Capitol
<b>March 9, 2016</b>	<b>8:00 a.m.</b>	<b>Board of Trustees Meeting</b>
March 30, 2016	5:00 p.m.	Profiles in Leadership Trustee Chair Gail Miller speaking
<b>April 13, 2016</b>	<b>8:00 a.m.</b>	<b>Board of Trustees Meeting</b>
April 17-19, 2016		AGB Conference, Washington DC
<b>May 3, 2016</b>	<b>6:00 p.m.</b>	<b>Evening of Honor Dinner</b>
<b>May 6, 2016</b>		<b>Commencement, Maverik Center</b>
	8:00 a.m.	President's Party Breakfast
	9:30 a.m.	Processional begins
	10:00 a.m.	Program begins (Ends approximately noon)
<b>June 8, 2016</b>	<b>8:00 a.m.</b>	<b>Board of Trustees Meeting</b>
<b>August 10, 2016</b>	<b>8:00 a.m.</b>	<b>Board of Trustees Meeting</b>