

October 12, 2016

Taylorville Redwood Campus
Academic & Administration Bldg. 428

8:00 a.m.

Attendance: Trustees— Chair Gail Miller, Vice Chair Clint Ensign, Maria Farrington, W. Tim Miller (by phone), Pat Richards, Arturo Salazar, Annie Schwemmer, Jim Wall; President Deneece Huftalin, Secretary Kristy Kuhn

Excused: Sanch Datta, David Lang

Guests: Executive Cabinet members: Dennis Klaus, Roderic Land, Chuck Lepper, Alison McFarlane, Clifton Sanders; SLCC representatives: Louise Bown, Julia Ellis, Melissa Flores, Nancy Michalko, Michael Navarre, Regent Joyce P. Valdez

	Agenda	Discussion Summary and Action
I.	<p>Board Business</p> <p>A. Board Assessment</p> <p>B. Honorary Doctorate Committee Appointment</p> <p>C. Trustee Audit Committee Report, Pat Richards</p> <p>D. Trustee Engagement</p>	<p>Chair Miller welcomed everyone to the meeting.</p> <p>Each Trustee was asked to fill out a questionnaire about how the Board is doing. The Board scored quite high, nothing below a 4.2 (out of 5). The comments indicated there are some areas that can be improved, such as helping the local community learn about SLCC. The Board understands this is something they can do better and they are actively working on it.</p> <p>Chair Miller welcomed Regent Joyce P. Valdez to the meeting.</p> <p>Chair Miller asked for two to three volunteers for the Honorary Doctorate Committee. Trustee Wall, Trustee Tim Miller, and Trustee Farrington all volunteered. Trustee Tim Miller will chair the committee. Chair Miller instructed the committee members to consult with secretary, Kristy Kuhn, for the selection criteria.</p> <p>The audit committee received an update from Bill Zoumadakis on the Technology Resource Security Policy that has been adopted by the Utah System of Higher Education. They also heard an update from Randy Cutliff on several activities related to audit. Randy developed the first ever Audit Strategic Plan. It's a five-year plan that outlines the relationships, obligations and opportunities of the audit staff. This will be a framework to guide audit work. The committee also heard about the status of internal updates and received a status from the Legal Department.</p> <p>Trustee Farrington said she had never heard of a strategic plan for an audit.</p> <p>Trustee Richards indicated that it really outlines a framework of the reporting relationships, the communication and the process for identifying audits. It provides a comprehensive, coordinated approach to getting through the audit process.</p> <p>Trustee Farrington asked and received clarification that it does work in parallel to the College's overall strategic plan. Chair Miller pointed out the Trustee Engagement handout entitled "You Make a Difference." The handout is a list of ways the Trustees can become more engaged at the College, such as</p>

		speaking to students, meeting with legislators, and mentoring small businesses. Nancy Michalko spoke briefly on ways the Trustees can also be engaged in fundraising for the College.
II.	Consent Calendar	Trustee Farrington moved, seconded by Trustee Schwemmer 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.
III.	<p>President's Report</p> <p>A. President Huftalin</p> <ol style="list-style-type: none"> 1. Information: ACCT Conference 2. Information: Herriman Property 	<p>Chair Miller thanked President Huftalin, the Board, and the College for the honor that was given to her last week in New Orleans at the Association of Community College Trustees (ACCT) Leadership Congress. Although she did not win the big award, she won because she got to represent Salt Lake Community College. She thanked everyone for their support.</p> <p>President Huftalin said it was a great event. There was a reception, an awards luncheon, and a big gala dinner. Gail was highlighted at all of the events along with Trustees from across the nation. It was really special; it was a reminder of how fortunate we are to have the kind of Board members that we have, and how fortunate we are to have had Chair Miller with us for many years on the Board.</p> <p>Trustee Ensign said it was the second ACCT conference he's attended; they are quite good. At each conference he has attended four or five classes. These conferences give Trustees great ideas for moving forward. It was touching to see Chair Miller recognized. There were 1,800 Trustees at the conference. We're unlikely to see another Trustee for a very long time who will have the same positive impact as Chair Miller has had on SLCC. What she has done on a local and a national scale is remarkable.</p> <p>The next ACCT conference is next fall in Las Vegas. If Trustees are interested in attending, please let President Huftalin know.</p> <p>President Huftalin was on a panel about the Promise at the ACCT Leadership Congress with five other colleagues. It was a nice opportunity to showcase the College.</p> <p>At the June meeting, the Board approved the purchase of a parcel of property that is contiguous to the SLCC land in Herriman. The parcel is just under three acres. In addition to the Board of Trustees, the College also gained approval from the Board of Regents. During the approval process, the Regents asked a lot of great questions, as did the Trustees. SLCC reps went back to the developer to talk about the purchase and learned new information that made them reconsider. The College would be</p>

		<p>helping the City pay for land that they would ultimately use for the road. As a result, President Huftalin made a recommendation to the Trustees Executive Committee to not purchase the land; and they agreed. The College has gone back to the developer and let them know that SLCC is no longer interested in purchasing the property. President Huftalin wanted to close the loop and make sure the Trustees are aware. She also informed the Board of Regents of this decision.</p> <p>We just received third week enrollment numbers from the Board of Regents. This item is not on the agenda for today: it will be on the agenda for the November meeting, where a more comprehensive discussion will take place.</p> <p>Just as an update on a meta level: for this fall, SLCC total headcount (including budget related and self-support) is up 7.3%. The budget related headcount is still down, so the self-support has really helped. FTE is down slightly, but significantly less than originally projected, due to some amazing marketing and recruitment efforts by several departments at the College.</p>
	B. Instruction Report, Provost Clifton Sanders	In the agenda (TAB E)
	C. Student Affairs Report, VP Chuck Lepper	In the agenda (TAB F)
	<p>D. Business Services Report, VP Dennis Klaus</p> <ol style="list-style-type: none"> 1. Information: Leased Space Report 2. Information: 4.10 Jury Duty Policy, First Reading 3. Information: 3.08 Reduction in Force Policy, First Reading 4. 4.07 Vacation Leave, Sick Leave, Family Medical 	<p>SLCC has seven properties that are being leased: 6 are for educational purposes and 1 is for storage. There are no new leases this year. The property at WestPointe will be up for renewal next year; the College may want to eventually purchase this property. Once the WestPointe building is complete, the purchase of this additional property would be complementary.</p> <p>President Huftalin: We are in the beginning stages of looking at our fiscal and budget decisions that will affect 2017-18. We are looking at programs and efficiency and use of space, so there may be some adjustments that we recommend to the Board based on the enrollments at different campuses. It's a little early to know what recommendations will be made.</p> <p>Jury Duty Policy: The remuneration policy was changed to allow any employee that is selected for jury duty to keep their salary (since it's essentially jury leave) and keep the small amount of money the courts give them for jury duty.</p> <p>Reduction in Force: This is essentially a rewrite of what the College would do in a financial situation that requires employee layoffs.</p> <p>Vacation leave, Sick Leave, and Family Medical Leave: The major change is the fact that the policies are being combined. They were separate before.</p>

	Leave, Sick Leave Pool Policy, First Reading	Human Resources is going through a major review and re-write of all HR policies. These are just a few of many that are being reviewed. There will be many more to follow. Please review the policies at your leisure: at the next meeting we will ask for approval from the Board. If Trustees have any questions before the vote at the next meeting, please reach out to Kristy Kuhn and we will get answers so you have the information you need to take action at the next meeting.
	E. Government and Community Relations Report, VP Tim Sheehan 1. Information: Open & Public Meetings Act Training, Melissa Flores	In the agenda (TAB K) Melissa Flores delivered a PowerPoint presentation on the “Open and Public Meetings Act.” President Huftalin asked the Trustees to make it clear if they wish to abstain from a vote. Typically, in the past, when the Board has voted to go into a closed meeting, it has been a unanimous vote. Since all names must be clearly recorded for each vote, it is important to have clarity in the minutes around which Board members actually voted. Trustee Tim Miller asked if the Trustees could get a copy of the PowerPoint presentation. Secretary, Kristy Kuhn, will send it out.
	F. Institutional Advancement Report, VP Alison McFarlane	In the agenda (TAB L)
	G. Campus-based & Constituents Reports	In the agenda (TAB M – TAB O)
IV.	Information Sharing and Input	Trustee Ensign moved, seconded by Trustee Tim Miller to adjourn. A vote was taken and the motion carried unanimously.
V.	Adjournment	The meeting adjourned at 8:54 a.m.