

## Board of Trustees Meeting

April 8, 2020		Taylorsville/Redwood Campus *Teleconference*	8:00 a.m.
<b>Attendance:</b>	Trustees: Chair Maria Farrington, Vice Chair Jim Wall, Coralie Alder, Nate Boyer, Lori Chillingworth, Mason Bancroft, Linda Luchetti, Brady Southwick, Kim Wilson, and President Deneece Huftalin, Regent Cristina Ortega		
<b>Excused:</b>	Trustee Shawn Newell		
<b>Guests:</b>	<p>Executive Cabinet Members: Dr. Clifton Sanders-Provost for Academic Affairs, Dr. Chuck Lepper-VP for Student Affairs and Enrollment Management, Jeffrey West-VP for Finance and Administration, CFO, Alison McFarlane-VP for Institutional Advancement, Jeff Aird-VP for Institutional Effectiveness, Dr. Lea Lani Kinikini-Special Assistant to the President for Inclusivity and Equity, CDO, Tim Sheehan-VP Government Relations</p> <p>SLCC Representatives: Katerina Salini-Faculty Senate President, Justice Morath-Faculty Association President, Sean Crossland-Staff Association President, Nancy Michalko-Executive Director of Development &amp; Foundation, Michael Navarre-Assistant VP, Institutional Marketing and Communications, Chris Lacombe-General Counsel, Kathryn Coquemont-Associate VP for Student Success, Sandra Lehman-Executive Assistant to President Huftalin and secretary to the Board of Trustees, Guy Douros, Will Pollard and Laif Erickson-Technical Support</p> <p>Autumn Clark – CCS Representative</p>		
Agenda		Discussion Summary and Action	
I.	<b>BOARD BUSINESS: Maria Farrington, Chair</b>	Chair Farrington welcomed everyone and opened the meeting at 8:00 a.m.	
	A. Farewell to outgoing SLCCSA President	Chair Farrington thanked Trustee Bancroft for his work as the SLCCSA President and President Huftalin said how much his leadership is appreciated and that she, Chair Farrington, VP Lepper would like to take him to lunch later in the year to personally thank him. She also invited any other trustees who would like to join. Trustee Bancroft said that he did not expect to be in this position that happened because of the resignation of the previous president. He said he is grateful for the opportunity and even though times are tough at the moment, he knows the students will come through alright.	
	B. Board Members Evaluation	The evaluation form used in the past was provided in the meeting packet for full board review and comment. Chair Farrington called for comments or changes. Seeing and hearing none, the form as is will be circulated to board members who will complete and return it to Sandra Lehman. The survey/evaluation results will be kept anonymous,	

		tabulated and provided to the board Chair and Vice-Chair for discussion at the next meeting in June.
	C. Comprehensive Campaign Update & Report on Progress, Trustee Coralie Alder, VP Alison McFarlane, Nancy Michalko / Public Image Report, Autumn Clark / CCS	Trustee Alder updated the board on the comprehensive campaign progress. As of April 1, over \$19mil. has been raised which is nearly half of the overall \$40mil. goal. She highlighted gifts and events and thanked trustees for their willingness to connect the College to new people. She said the development office and Foundation continue their work and have added a special initiative – the Student Crisis Emergency Relief Fund - in response to COVID-19 which will help students in need. VP McFarlane added that due to the virus and social distancing it is especially important to reach out to donors and thank them for their continued support. Nancy Michalko reiterated the need to stay in touch with donors and said that all campaigns go through downturns, she is not concerned and is grateful for Autumn Clark and CCS's involvement. She looks forward to the next \$20mil. Ms. Clark said indications are that a large number of gifts across the board internationally are happening. People who can give and are willing like to hear from organizations and leaders on what plans have been implemented in response to the virus and for moving forward. President Huftalin said she has also been reaching out to check-in with friends of the college and many are interested and concerned with how the college is doing.
	D. Audit Committee Report, Trustee Brady Southwick	Trustee Southwick explained that although only required to meet three times per year, the SLCC Audit Committee generally meets 4-5 times so the decision to postpone the April meeting was not problematic. He reviewed activity since the last meeting in February including risk assessment, ongoing and completed audits and the annual review and report to Regents that he, Chair Farrington, Vice Chair Wall, VP West and Internal Audit Director Travis Lansing attended in March.
II.	<b>CONSENT CALENDAR:</b> It is the recommendation of the Chair that the Board approve the following times on the Consent Calendar:	
	A. <b><u>Investment Report for February, 2020</u></b>	Trustee Chillingworth moved to accept the items in the Consent Calendar as submitted; the motion was seconded by Trustee Wilson and carried unanimously.
	B. <b><u>Minutes of Previous Meeting, March 4, 2020</u></b>	
	C. <b><u>Executive Session:</u></b> Approval to hold an Executive Session or Sessions in connection with the meeting of the SLCC Board of Trustees to be held June 10,	

	2020 to consider matters permitted by the Utah Open and Public Meetings Act.	
	D. <b><u>Personnel Report for March, 2020</u></b>	
	E. <b><u>Government Funding Report—Major Grants Requested/Received</u></b>	
III.	<b>PRESIDENT’S REPORT: Dr. Deneece Huftalin, President</b>	
	A. <b>President Huftalin</b> <ol style="list-style-type: none"> <li><b>INFORMATION:</b> COVID-19</li> <li><b>ACTION:</b> Emergency Policy Action</li> </ol>	<p>President Huftalin provided an update on SLCC’s responses to the COVID-19 outbreak. She said she is trying to keep everyone in the loop and is always happy to answer questions any of the trustees might have. The courses have been moved to remote teaching platforms and face-to-face classes have been suspended. For some of the very hands-on labs, some students may need to return in the summer to complete. Summer semester courses will also be offered via remote delivery. We’re watching summer and fall enrollments very closely and taking advantage of the opportunity to market online courses that more people might be interested in at this time. Some of the courses marketed will be short-term training in business and industries where hiring is expected to pick-up or remain steady and community learning, personal enrichment courses that will be offered at little or no cost. The target audiences will be those who are self-isolating and looking for something extra to do, students or missionaries who have recently returned to the country or displaced and/or unemployed people who would like to obtain additional training or explore other career choices. President Huftalin thanked Provost Sanders, the Deans, ADs, faculty and staff that have truly stepped-up and met the difficult challenges presented by COVID-19. Chair Farrington thanked the President for her leadership and the uplifting and positive messages like the Porch Philosophy courses presented by Associate Professor Jane Drexler.</p> <p>Next, President Huftalin explained that in times of emergency, an emergency policy can be adopted to allow for faster, more flexible actions and decisions. She said that legal counsel worked to craft the attached emergency policy that trustees are being asked to approve. Trustee Boyer made a motion to approve the emergency policy as presented; Trustee Wilson seconded the motion. The motion carried unanimously.</p>
	B. <b>Student Life &amp; Leadership Report – Trustee Bancroft</b>	Trustee Bancroft explained there has been a lot of activity recently with the changes created by the

		<p>COVID virus. He worked with Institutional Marketing on a message to students regarding the virus and has received a flood of emails from students with questions and wanting more information. They have been encouraging students to not drop out and are providing them with information and options to choose from. They have also been raising awareness about the Student Crisis Fund that has been established through the Foundation and about mental health issues that could present or be aggravated by the current situation. He said that he also worked with VP West on the release of a survey regarding student housing and he is excited to learn the results. He said that the message he is getting from students is that they are appreciative of the actions the College has taken in response to COVID-19 especially in not increasing tuition or fees until January. He feels there have been misinterpretations of the Pass/Withdrawal options and has been referring students to where they can get clear information. VP Lepper explained that a variety of HIPA compliant wellness and health related activities are taking place including the waiving of co-pays, telehealth counseling, <i>Wellness Wednesdays</i> focusing on different aspects of student wellness, <i>Tasty Tuesdays</i> helping students cook healthy, low-cost meals, and curbside distribution from the food pantries at the South City Campus and Redwood.</p>
	<p><b>C. Academic Affairs Report – Provost Clifton Sanders</b></p> <ol style="list-style-type: none"> <li><b>ACTION:</b> Academic Program Discontinuations – Phase I</li> <li><b>ACTION:</b> Academic Program Discontinuation – Medical Assistant AAS</li> </ol>	<p>Provost Sanders directed board members to the information for discontinuation of programs in their packet. A review of low or no enrollments and completions over the past ten years determined the first set of nine programs that have become obsolete or are no longer viable and need to be discontinued. He explained different reasons a program might need to be discontinued and impacts of deactivating the nine programs under consideration today. President Huftalin added that there is another phase of review underway which will likely produce more program discontinuations later in the year. Trustee Alder moved to approve the discontinuation of the nine programs presented; Trustee Boyer seconded the motion that carried unanimously.</p> <p>Next, Provost Sanders provided a brief history of the Medical Assistant AAS degree and reasons it should be discontinued. He also explained impacts that will result from the discontinuation and answered trustees' questions. A motion to discontinue the Medical Assistant AAS degree was made by Trustee Wilson and seconded by Trustee Wall. The motion carried unanimously.</p>

	<p>D. <b>Business Services Report – VP Jeffrey West</b></p> <p>1. <b>ACTION:</b> Internal Audit Policy (2<sup>nd</sup> Reading)</p>	<p>VP West explained that trustees have the Internal Audit Policy for a 2<sup>nd</sup> reading and approval; he refreshed everyone on the provisions of the policy. Trustee Boyer moved to approve the Internal Audit Policy as presented; Trustee Southwick seconded the motion. The motion carried unanimously.</p>
	<p>E. <b>Governmental Relations Report – VP Tim Sheehan</b></p> <p>1. <b>INFORMATION:</b> Legislative Summary</p>	<p>VP Sheehan reviewed outcomes from the 2020 legislative session with trustees and explained that the COVID-19 virus will have impacts to the state's budget. Special sessions are planned, and it is likely cutbacks will happen, but nothing has been determined at this time and may not be for a while. It is expected that by the beginning of the new fiscal year on July 1, more information, at least concerning compensation and benefits will be known. He shared what is known about the Federal stimulus packages. President Huftalin added that the college and Herriman City are hopeful that the new building project will not be impacted, and construction can begin in 2021.</p>
	<p>F. <b>Institutional Effectiveness Report – VP Jeff Aird</b></p> <p>1. <b>INFORMATION:</b> Employee Conduct Policy</p>	<p>VP Aird explained that trustees have been provided the Employee Conduct Policy as an information item only. The policy already exists and will not change. There are adjustments to the procedure language that he reviewed with trustees. President Huftalin thanked the VPs and legal staff for the work that has taken place to update the college's policies and procedures. No action was required.</p>
		<p>Chair Farrington thanked the OIT staff for the help in facilitating the meeting and everyone for keeping students at the center of business and a priority. She thanked trustees for their continued support and involvement.</p>
V.	<b><u>ADJOURNMENT:</u></b>	<p>The meeting adjourned at 9:20 a.m.</p>

*Approved at the June 10, 2020 SLCC Board of Trustee Meeting.*

June 10, 2020  
date

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