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### SLCC Board of Trustees 2019-02-13: Meeting Minutes

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February 13, 2019	Taylorsville/Redwood Campus Room AAB 428	8:00 a.m.
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**Attendance:** Trustees: Chair Clint Ensign, Vice-Chair Maria Farrington, Jim Wall, W. Tim Miller, Shawn Newell, Linda Luchetti, Kim R. Wilson, Junior Martinez and President Denece Huftalin

**Excused:** Trustee Brady Southwick, Trustee Lori Chillingworth

**Guests:** 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, Dr. Roderic Land-Special Assistant to the President, CDO, Jeff Aird – VP for Institutional Effectiveness

SLCC Representatives: Ed Engh – Faculty Senate President, Dr. Craig Ferrin-Faculty Association President, David Brower–Staff Association President, Nancy Michalko-Executive Director of Development & Foundation, Michael Navarre-Assistant VP, Institutional Marketing and Communications, Chris Lacombe-General Counsel & Risk Management, Debra Glenn-Controller, Beth Colosimo-Executive Director Business Development, Ron Valcarce-Professor, Chemistry Department, Dave Richardson-Interim Dean of Humanities/Social Sciences, Craig Caldwell-Dean of Science, Math and Engineering and Sandra Lehman-Executive Assistant to President Huftalin and secretary to the Board of Trustees

Guy Douros and Will Pollard-Technical Support

Agenda	Discussion Summary and Action
<b>I. BOARD BUSINESS: Clint Ensign, Chair</b>	Chair Ensign opened the meeting at 8am and welcomed everyone, thanking them for attending.
A. Approval of Honorary Degree Recipients	Chair Ensign explained that he and President Huftalin visited with honorary doctorate degree nominees Jay Francis and Pat Richards. Both nominees accepted and are grateful for the honor. Trustee Wilson made a motion to approve the honorary doctorate degree awardees for 2019, Jay Francis and Pat Richards. The motion was seconded by Trustee Newell and carried unanimously.
B. Introduce Jeffrey West, new VP for Finance and Administration CFO	Chair Ensign introduced and welcomed new Vice President for Finance and Administration, CFO Jeffrey West. He gave highlights of VP West’s experience. VP West thanked him and everyone for the warm welcome he has received; he is excited to be part of SLCC.
C. Comprehensive Campaign Update & Report on Progress, Trustee Maria Farrington, VP Alison McFarlane, and Nancy Michalko / Public Image Report, VP McFarlane	VP McFarlane reviewed the status of the comprehensive campaign. January saw robust numbers again although slightly lower than in December. She explained activities that are underway for Spring 2019 and reported that Amanda Covington was recently hired to work in the Development Office. She said that Amanda would be a good addition and provide a great connection to the community. Last, she thanked trustees for engaging in the trustee challenge. Trustee Farrington thanked VP

	<p>McFarlane, Nancy Michalko and their staff for their work with Sundance. Attending the films and other SLCC events is a great way to expose potential donors and contacts the trustees have to the College where she said SLCC stories speak for themselves.</p> <p>VP McFarlane reported on and showed a video for the current public image campaign focusing on economic growth and development for the state.</p>
D. Mission Fulfillment - VP Jeff Aird, Trustee Brady Southwick, Trustee Shawn Newell	VP Aird reported on behalf of the Mission Fulfillment Committee concentrating on the workforce core theme that collaborates with industry for specialized training. He said that the committee is looking at how the College aligns with industry needs – particularly with regard to continuing education. He shared data and information.
E. Audit Committee Report, Trustee Jim Wall	Trustee Wall reported on the audit committee work saying that the financial statement audit is complete. He commended Controller Debra Glenn and her team for the excellent work they do and said that state auditors were also very complimentary. He said that the audit was positive and the college is in a good position. The audit committee will report to the Board of Regents and a draft of the report will be sent to trustees. He also explained the risk assessment and prioritization the audit office and audit committee have performed. Discussion followed regarding campus security and student safety risks. President Huftalin said that an emergency response and safety program review was performed last year and she has asked Shane Crabtree, the Director of Public Safety to work with UHP to provide additional training that concentrates around domestic violence issues. Chair Ensign thanked Trustee Wall for the report and his work with the audit committee.
F. Review of Draft Bylaws / Formation of Board Development Committee	President Huftalin explained that a draft of amended bylaws is in the trustee meeting packets for their review, no action is required at this time. She asked that they review the bylaws and give her feedback and suggestions for the next meeting. She also explained that Trustee Chillingworth has offered to chair a board development committee.
<p><b>II. <u>CONSENT CALENDAR:</u></b> It is the recommendation of the Chair that the Board approve the following items on the Consent Calendar:</p>	Trustee Miller moved to accept the Consent Calendar items as submitted. Trustee Farrington seconded the motion. The motion carried unanimously.
A. <u>Investment Report for December , 2018</u>	
B. <u>Minutes of Previous Meeting, January 16, 2019</u>	
C. <u>Executive Session:</u> Approval to hold an Executive Session or	

<p>Sessions in connection with the meeting of the SLCC Board of Trustees to be held March 13, 2019 to consider matters permitted by the Utah Open and Public Meetings Act.</p>	
<p>D. <u>Personnel Report for December, 2018 and January, 2019</u></p>	
<p>E. <u>Government Funding Report—Major Grants Requested/Received</u></p>	
<p>III. <u>PRESIDENT’S REPORT: Dr. Denece Huftalin, President</u></p>	
<p>A. President Huftalin  1. <b>Action:</b> Policy Development Policy (2nd Reading)</p>	<p>First President Huftalin apologized and explained that she would need to leave the meeting early to attend and present at the legislative higher ed appropriations subcommittee meeting. VP Sheehan could not attend the BOT meeting due to legislative session activities so she presented the Policy Development policy for action. Trustees were provided the policy for a first reading at the January meeting. The policy was vetted by the Executive Cabinet, legal department and college community through a 15-day review process. She asked if there were any comments or changes trustees would like to include. Chair Ensign inquired about the 15-day review process. President Huftalin said it has been 15 days for a number of years and General Counsel Chris Lacombe explained that it was recently reviewed and the decision was made to keep it at 15 days. Executive Cabinet has the authority to extend if necessary. Trustee Martinez said that the Dean of Students shares policies under review with students to make sure they are aware of and understand any changes. Trustee Newell moved to approve the policy development policy as presented. The motion was seconded by Trustee Miller and carried unanimously.</p>
<p>B. Student Life &amp; Leadership Report – Trustee Martinez</p>	<p>Trustee Martinez reported that there would be students joining the President for her presentation at the legislature. The students are engaging with legislators to understand the process and advocate for education. SLCCSA has provided information and training for students. He explained the phenomenal learning opportunity this gives students. Campus Safety is SLCCSA’s main initiative this year that includes physical and mental health issues and sexual assault safety. When talking with legislators, students will focus mainly on these topics to advocate for more resources and awareness. President Huftalin said that part of the College’s legislative ask is for funding to strengthen services in the mental health area. USHE and Regents are also looking at safety and mental health issues closely. VP Lepper added that the institution has added a psychiatric</p>

	<p>nurse practitioner to the Center for Health and Counseling to help fill some of the gaps. Chair Ensign said that there is no better way to support President Huftalin with her presentation today than having students attend.</p> <p>Continuing his report, Trustee Martinez said that student body elections are underway. He will have the opportunity to work with and train the next president. He also said that there would be a showing of the Black KKKlansman inspired by Ron Stallworth's story. Mr. Stallworth, a former faculty member at SLCC, will be visiting campus to talk about his book, the movie and his life experiences. Trustee Martinez will provide Sandra with more information about the event that she can pass on to trustees.</p>
<p>C. Academic Affairs Report – Provost Clifton Sanders</p> <ol style="list-style-type: none"> <li>1. Information: Sabbatical Leave Policy (1<sup>st</sup> Reading)</li> <li>2. Information: Miller Business Resource Center Impact Report (<i>GUEST</i>: Beth Colosimo, Executive Director, Business Development)</li> <li>3. Moment of Mission: (<i>GUEST</i>: Ron Valcarce, Chemistry Department Professor)</li> </ol>	<p>Provost Sanders reported that the Sabbatical Leave Policy is a 1st reading information item with no action required. He explained that Associate Provost for Learning Advancement David Hubert led a committee that included faculty to look at how the sabbatical leave process could be refined to work better. He also explained substantive changes to the policy. The 2<sup>nd</sup> reading and possible approval will be at the March BOT meeting.</p> <p>Provost Sanders explained differences between work Rick Bouillon at Westpointe does in continuing education that focuses primarily on the student pipeline that trains students and incumbent workers for jobs in business and industry and with work at Miller that helps meet the training and development needs of entrepreneurs and small business leaders at Miller. He introduced Beth Colosimo, the Executive Director for the Goldman Sachs 10,000 Small Business Initiative and the Miller Business Resource Center. Beth greeted Trustees and showed a presentation that helped illustrate work the Miller Business Resource Center is doing with programs such as the Everyday Entrepreneur Pathway Program, Goldman Sachs 10,000 Small Businesses. She elaborated on one of their latest initiatives to rename and rebrand the business incubator now to be called “The Mill”. She explained the change in more detail. She finished by inviting trustees to tour of the Miller campus.</p> <p>For the last part of Provost Sanders’ report, he introduced Professor Ron Valcarce with the Chemistry Department who has been with the College 25+ years. Provost Sanders praised Professor Valcarce as a true credit to the College. He also introduced Dr. David Richardson and Dr. Craig Caldwell, in attendance and who, along with Dr. Sanders are the three Deans Professor Valcarce has had during his career. Professor Valcarce provided a presentation of student achievements highlighting the</p>

	<p>American Chemical Society, the leading authority on all things related to the chemical sciences and the world's largest scientific organization founded in 1876. He provided more information and said that SLCC's ACS student affiliate was started in 1993 by him and Dr. Sanders. It is now one of the largest student affiliates in the nation with approximately 250 students participating. There are five campus clubs that fall under the ACS student affiliate of SLCC that give students the opportunity to explore chemically related fields and topics as well as providing opportunities to learn about professions in all of the five fields. SLCC ACS student affiliate has earned the Outstanding Chapter award for each of the last nine years and have received chapter awards for 17 of the 25 years in existence. The Outstanding Chapter award is the highest honor the ACS bestows on their student affiliate chapters and is based on a multi-stop assessment of mandatory chapter activities that include among other things, service to the community, college, locals schools, and professional development. He highlighted major accomplishments from the 2017/2018 school year and research students present at national conferences. Last, Dr. Valcarce reported on an outreach program to visit elementary and middle schools, afterschool programs and the Boys &amp; Girls Clubs in the Salt Lake area to provide hands-on chemical demonstrations to excite and interest young people in chemistry targeting schools with high-risk, low income, high minority populations. Provost Sanders said that the Moment of Mission is an opportunity to show trustees what faculty members do over the course of a career. Dr. Valcarce is totally invested in the mission and students of the College.</p>
<p>D. Student Affairs Report – VP Chuck Lepper</p> <ol style="list-style-type: none"> <li>1. Information: Student Affairs Alcohol, Tobacco and Other Drug Policy (1<sup>st</sup> Reading)</li> <li>2. Information: Student Complaint Policy (1<sup>st</sup> Reading)</li> </ol>	<p>VP Lepper explained two policies presented to trustees for 1<sup>st</sup> readings and therefore no action is required. Both will be brought back in March for further discussion and possible approval. He explained the policies in more detail. Both policies are to satisfy Title IX and NWCCU requirements and formalize practices already in place.</p>
<p>E. Business Services Report – VP Jeffrey West</p> <ol style="list-style-type: none"> <li>1. Information: Athletics Report</li> <li>2. Information: Motor Pool Report</li> <li>3. Information: Key Access Policy (1<sup>st</sup> Reading)</li> <li>4. <b>Action:</b> Timely Warning &amp; Clery Act Policy (2<sup>nd</sup> Reading)</li> </ol>	<p>VP West explained two information reports that fulfill USHE requirements. Debra Glenn explained both reports in more detail.</p> <p>VP West reported that the Key Access Policy is also a 1<sup>st</sup> reading and will be on the March meeting agenda for action. The Timely Warning &amp; Clery Act policy is a 2<sup>nd</sup> reading, having been to trustees first at the January meeting. DOE mandates that all institutions that receive federal funding have this policy. Seeing and hearing no further discussion or questions concerning the policy,</p>

<p>5. <b>Action:</b> Annual Financial Report (<i>GUEST:</i> Debra Glenn, Controller/Assistant VP)</p>	<p>Chair Ensign called for a motion. Trustee Farrington made a motion to approve. Trustee Newell seconded the motion. The motion carried unanimously.</p> <p>Debra Glenn provided the annual financial report to trustees. She said that even with the Jordan Student Center remodel and the acquisition of the Westpointe Facility, the College is fiscally sound and the overall fund balance increased. She thanked VP McFarlane and her team for helping update the look of the financial reports. Trustee Wilson moved to accept the report as presented; Trustee Miller seconded the motion. The motion carried unanimously.</p>
<p>IV. <b>ADJOURNMENT:</b></p>	<p>Trustee Miller moved to adjourn the meeting at 9:40am; the motion was seconded by Trustee Martinez and carried unanimously.</p>

*Approved at the March 13, 2019 SLCC Board of Trustee Meeting.*

March 13, 2019  
date

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