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2018-04-11

SLCC Board of Trustees 2018-04-11: Meeting Minutes

Salt Lake Community College

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April 11, 2018	Taylorville Redwood Campus Academic & Administration Bldg. 428	8:00 a.m.
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Attendance: Trustees, Chair Clint Ensign, Lori Chillingworth, Aynoa Rincon, Shawn Newell, Brady Southwick, Linda Luchetti, Jim Wall, Sanch Datta and President Deneece Huftalin

Excused: Trustees Vice-Chair Maria Farrington, Tim Miller

Regents: Regent Mark Stoddard

Guests: Executive Cabinet, Dr. Clifton Sanders-Provost for Academic Affairs, Dennis Klaus-VP for Business Services, Dr. Chuck Lepper-VP for Student Affairs, Alison McFarlane-VP for Institutional Advancement, Jeff Aird-VP for Institutional Effectiveness and Dr. Roderic Land-Special Assistant to the President.

SLCC Representatives: Adam Dastrup – Faculty Senate President, David Brower-Staff Association President, Dr. Craig Ferrin-Faculty Association President, Nancy Michalko-Executive Director, Development and SLCC Foundation, Michael Navarre-Assistant VP, Institutional Marketing and Communications, Autumn Clark (CCS), **Chris Lacombe, Bill Zoumadakis**

Guy Douros and Will Pollard-Technical Support

Agenda	Discussion Summary and Action
I. BOARD BUSINESS	Chair Ensign opened the meeting at 8:00 a.m. thanking everyone for attending. He asked if they would introduce themselves. He offered condolences for the recent loss of Trustee Maria Farrington’s husband. A moment of silence was observed on her behalf.
	Chair Ensign called for a motion to enter Executive Session.
	Trustee Jim Wall moved and Trustee Shawn Newell seconded the motion to enter into Executive Session at 8:05 a.m. The motion carried unanimously
	Everyone except Trustees, Regent Stoddard, VP Klaus and Secretary Sandra Lehman were excused.
	The public meeting reconvened at 8:45 a.m.; no action was required from the Executive Session.
A. Thank you to Trustee Rincon	Chair Ensign thanked Trustee Aynoa Rincon and commended her for her outstanding work and the way she represented students and the student perspective. Aynoa thanked the Trustees for being able to work with and learn from them and for their willingness to listen to the students and do what is best for them.
B. Board Self- Evaluation	Chair Ensign asked the Trustees for their thoughts concerning the self-evaluation. Trustee Southwick commented on the evaluation and his impression that the results highlight the trust and good

<p>C. 2018-2019 Meeting Schedule Approval</p> <p>D. Trustee Audit Committee Report, Trustee Jim Wall</p> <p>E. Comprehensive Campaign Update & Report on Progress, Trustee Maria Farrington, VP Alison McFarlane, Nancy Michalko</p> <p>F. Mission Fulfillment VP Jeff Aird, Trustee Brady Southwick, Trustee Shawn Newell</p>	<p>working relationship between the Board of Trustees and the President. Trustee Wall agreed with Trustee Southwick and said that he is grateful for the relationship with the College and for the support to keep the Trustees informed and involved. President Huftalin added that time can be spent at the Trustee Retreat in September to expand on or review the self-evaluation results further.</p> <p>Trustee Wall reported that the Audit Committee is working with Regents on training for both the Audit Committee and the Board of Trustees to help them understand the audit process and Trustee responsibilities with regard to it. He will follow-up when he has more information.</p> <p>VP Alison McFarlane thanked Chair Ensign and the Trustees for keeping the fundraising campaign on the agenda. She also thanked those Trustees who have been able to meet regarding the campaign so far and said she will continue to make appointments. She asked Nancy Michalko to provide more information on the progress of the campaign. Ms. Michalko reported that the campaign is on track. A case statement task force will be formed and foundation board members will be involved in the prospect review process. Much of the work during the past month has been to finalize paperwork and put the structure in place to start the actual fund raising.</p> <p>VP Jeff Aird reminded Trustees that the Mission Fulfillment Committee is working on assessment and the Transfer Education Core Theme currently. He explained that a benchmark point is important. They identified a source to get the benchmark information and will have it available for the next meeting. Trustee Southwick commented on work the committee has been doing and Trustee Newell added his appreciation to continue the work on mission fulfillment and with the committee.</p>
<p>II. CONSENT CALENDAR:</p> <p>A. Investment Report for February 2018</p> <p>B. Minutes of Previous Meeting, March 14, 2018</p> <p>C. Executive Session Notice</p> <p>D. Personnel Report for March 2018</p> <p>E. Government Funding Report – Major Grants Requested/Received</p>	<p>Chair Ensign asked if Trustees had reviewed the Consent Calendar and called for a motion. Trustee Sanch Datta moved to approve the Consent Calendar as submitted. Trustee Lori Chillingworth seconded the motion. The motion carried unanimously.</p>

<p>III. PRESIDENT’S REPORT: Dr. Denece Huftalin, President</p> <p>A. President Huftalin</p> <ol style="list-style-type: none"> 1. Information: 2018 Distinguished Alumni 2. Information: Update on NJCAA Basketball Tournament 	<p>President Huftalin said that end of the year celebrations will be taking place soon. Successes of students, faculty and staff are recognized and celebrated during this time and one of the events is to recognize distinguished alumni in the community. With the help of the Alumni Council and the Development office, two outstanding individuals were selected as honorees. The first is Angela Brown, Executive Editor of SLUG Magazine and founder of Craft Lake City. The second is Monoli Katsanevas, Chef and owner of the local restaurant, Monoli’s. Trustees will be able to meet both Ms. Brown and Mr. Katsanevas at the Evening of Honor celebration. President Huftalin said she is pleased to be able to honor both and recognize their contributions to the community and their connection to SLCC.</p> <p>President Huftalin also updated Trustees on the NJCAA tournament. She reported that both the men and women’s teams were competing. Unfortunately, neither team advanced through the first round. She praised the teams and coaches for both teams for their hard work. VP Sheehan added that Assistant Coach Marcilina Grayer was named as one of the WBCA’s Thirty under 30 honorees and Governor Herbert will honor Coach Specketer next week for her remarkable coaching career and for winning her 500th game.</p>
<p>B. Student Life & Leadership Report</p> <ol style="list-style-type: none"> 1. Information: Executive Council Farewell 	<p>Trustee Rincon introduced the outgoing Student Association Executive Council members. She also introduced the new Student Association President Junior Martinez. She explained that the students wanted to attend the meeting to thank the President and the Trustees personally. Each council member offered comments to their experience at SLCC and thanked the Trustees for the opportunities they help provide for students.</p> <p>President Huftalin said that the Executive Council this year was a very strong group who were dedicated, involved and able to accomplish a lot of excellent work.</p> <p>Trustee Linda Luchetti wished all of them good luck and encouraged them to continue being involved in their communities and in politics.</p>
<p>C. Academic Affairs Report -- Provost Clifton Sanders</p> <ol style="list-style-type: none"> 1. Action: Academic Program Curriculum Review <ol style="list-style-type: none"> a. Biotechnology – Discontinue AAS; replace with Certificate of Proficiency – new program b. Pre-Medical and Health Sciences – name and program 	<p>Provost Clifton Sanders explained each of the Program Curriculum changes proposed.</p> <ol style="list-style-type: none"> a. <u>Biotechnology</u>: This is a program restructure and Trustee approval is needed to discontinue the AAS degree and to approve a Certificate of Proficiency to help foster a more efficient route to employment and transfer. Trustee Lori Chillingworth moved to approve both changes; Trustee Jim Wall seconded the motion. The motion carried unanimously. b. <u>Pre-Medical and Health Sciences</u>: This is a name change request to eliminate confusion between two programs with similar names. The request is for approval to change the name from Pre-Health Science to Pre-Medical and Health Sciences. Trustee Shawn Newell moved to approve the

<p>description modifications</p> <ul style="list-style-type: none"> c. Medical Assisting – Discontinue; replaced by Advanced Practice Medical Assisting (approved by BOT 2/14/18) d. Geology – Name and course change e. Geographic Science – Name and course change f. Teach-Out Plan for Paraeducation A.S. and Certificate of Proficiency 	<p>change. Trustee Linda Luchetti seconded the motion. The motion carried unanimously.</p> <ul style="list-style-type: none"> c. <u>Medical Assisting</u>: This request is to discontinue the Medical Assistant Certificate of Completion that was replaced by the Advanced Practice Medical Assisting Associate of Applied Science (AAS) degree that was approved at the February 14, 2018 Board of Trustees meeting. Trustee Jim Wall moved to approve discontinuing the Medical Assistant Certificate of Completion; Trustee Sanch Datta seconded the motion. The motion carried unanimously. d. <u>Geology</u> and <u>Geographic Science</u>: Both of these are name changes that will help bring courses more into alignment with USHE partners and to aid in transfers. Trustee Brady Southwick moved to approve both name changes; Sanch Datta seconded the motion. The motion carried unanimously. e. <u>Teach-Out Plan for Paraeducation</u>: This is to discontinue a program that has not been offered for a number of years. No student will lose credit because of the discontinuation. The teach-out plan provided for by agreement with NWCCU will be observed. Trustee Lori Chillingworth moved to approve the proposal to deactivate and teach-out the Paraeducation Certificate of Proficiency and the Associate degree; Trustee Shawn Newell seconded the motion. The motion carried unanimously.
<p>D. Institutional Advancement and Student Services Report – VP Alison McFarlane and VP Chuck Lepper</p> <ul style="list-style-type: none"> 1. Information: Summer and Fall Enrollment Efforts 	<p>VP Alison McFarlane explained that the Division of Student Affairs and Institutional Advancement work collaboratively on recruitment and retention between Institutional Marketing and the Office of Admissions as well as with Academic Affairs and faculty who are the key to working directly with students. Recruitment efforts are very broad that include both paid media and admissions office efforts in outreach at high schools and throughout the rest of the community. She introduced Michael Navarre, the Assistant VP of Institutional Marketing who provided a presentation about the summer and fall recruitment and retention efforts.</p> <p>President Huftalin thanked Mr. Navarre and his team for the great work they do.</p>
<p>E. Business Services Report – VP Dennis Klaus</p> <ul style="list-style-type: none"> 1. Information: Policy and Procedures <ul style="list-style-type: none"> a. Hours of Work & Scheduling (non-faculty) b. Job Evaluation (staff) c. Salary Administration (non-instructional) 	<p>VP Dennis Klaus explained that Executive Cabinet approved changes to procedures for three policies. There were no substantial changes to the policies so no action is required from Trustees. Copies of the policies and procedures were provided to Trustees for information only.</p> <p>VP Klaus also updated Trustees on the bonding for the Student Center at the Jordan Campus and explained what student involvement has been.</p>

2. Information: Annual IT Report – Bill Zoumadakis	The Annual IT Report was tabled until the June 13, 2018 meeting.
<p>F. Campus-based & Constituents Reports:</p> <p>1. Information: Faculty Senate Report – Adam Dastrup, Faculty Senate President</p> <p>2. Information: Faculty Association Report – Dr. Craig Ferrin, Faculty Association President</p>	<p>President Huftalin said that SLCC has outstanding faculty and every year, a Distinguished Faculty Lecturer is selected to spend time researching something they are particularly interested in, based on their discipline. That faculty member returns at year-end and provides a lecture with the outcomes of their research. This year’s lecture was on working with Gen Z Students and how to teach them in a more effective way. She said it was very interesting and engaging.</p> <p>Adam Dastrup explained that he has been the Faculty Senate President for just over two years. A five-year review of the entire faculty senate governance is underway. The Faculty Senate is a recommending body to the President that consists of many committees. In his role as president, he has tried to have both the senate and the committees be strategic and align their goals with the College’s Mission, Vision and Values as well as with the Strategic Plan. He expanded on the work the committees and ad hoc committees are doing. He feels that better communication between faculty and Trustees is vital and he invited Trustees to attend any of the Senate Faculty, Senate Curriculum or general education meetings. President Huftalin said that she would provide Trustees with the Faculty Senate schedule for the new academic year.</p> <p>President of the Faculty Association, Dr. Craig Ferrin reported that both the Faculty Senate and Faculty Association President positions are two-year assignments. This has been his first year, and Mr. Dastrup’s final year. He thanked Adam for the work he has done in the Faculty Senate. He said the Faculty Association is an advisory committee regarding workforce and pay issues for faculty. He explained that the Faculty Association Constitution provides the framework for the Association’s work. They are in the process of instituting and putting in place a Discussion Team Support Committee, Area Representatives Committee, Political Action Committee and Constitutional Review Committee to help with more informed decisions.</p> <p>Chair Ensign thanked them both for the reports and thanked Mr. Dastrup for his work with the Faculty Senate.</p>
I.V. ADJOURNMENT	The meeting adjourned at 9:33 a.m.

Approved at the June 13, 2018 SLCC Board of Trustee Meeting.

June 13, 2018
date

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