



To: Jennifer Saunders
From: Clifton Sanders
CC: Jeff Aird

Date: June 28, 2022

Re: Strategy #5: Align and Expand Technical Education and Occupational Programs

Thank you for your efforts to advance this strategy. Your 2021-22 strategy report contained a review of the strategy's background, how you approached the strategy, challenges encountered, and recommendations for continuing the work.

Key accomplishments this academic year include:

1. Revised PAC/CTE advisory model as the Education and Career Pathways Program Advisory Committee (ECPAC)
2. Program alignment with other system technical colleges in progress.
3. Developed and implemented plans for easing students into technical education and Salt Lake Technical College (SLTC) programs
4. Worked with college stakeholders to develop budget requests to meet SLCC technical education needs and SLTC program needs.
5. Developed SLTC marketing plan with Institutional Research; funding for marketing manager.
6. Engaged multiple internal and external stakeholders to ensure appropriate collaboration for several initiatives including: curriculum alignment, faculty contract alignment, administrative alignment with tech colleges, student intake and academic advising, job placement, employer engagement and career services.

I have reviewed the recommendations from the strategy report and provided a response to each in the table below.

Recommendation	Response
1. Accelerate and streamline processes for tech ed curriculum approvals.	As work proceeds, indicate processes or policies that need revision to improve turnaround time for curriculum changes.

<p>Continue program alignment and transfer as needed.</p>	
<p>2. Continue to develop reporting, tracking and enrollment processes supported by appropriate technology</p>	<p>This is important for SLTC, the School of Technical and Professional Specialties, and the Division of Workforce and Economic Development. Processes for determining student placement and program outcome data must be made consistent throughout technical and workforce education to satisfy institutional, system and legislative objectives. Collaboration with DSA and IT, along with data governance consistency, data integrity and timely reporting/tracking is vital.</p>
<p>3. Implement recommendations from Business Process Review to establish a student-friendly enrollment process for technical education</p>	<p>Support process innovation. It seems that the same issues addressed for SLCC enrollment occur with SLTC and other tech enrollment. What lessons and changes apply here?</p>
<p>4. Develop and/or leverage new course/program processes from self-support to proof of concept to ongoing legislative funding</p>	<p>Need to incorporate this efficiently and effectively to keep pace with changing workforce needs and legislative funding opportunities</p>
<p>5. Comprehensive Marketing and communication plan</p>	<p>Working with Institutional Marketing for website, campaigns, personnel, materials, and community outreach</p>
<p>6. Engaging internal and external stakeholders to ensure participation,</p>	<p>This is complex and evolving, primarily because of changes and updates associated with system realignment alignment. Great work with staff and faculty messaging, faculty work and</p>

collaboration and clear communication	compensation processes for SLTC and extensive conversations with key internal stakeholders
7. Maintain internal communication with regular SharePoint updates	Need to develop regular updates for posting on SharePoint

Charge for 2022-23

After reviewing this year’s strategy/CWT charge (found on the [CPC SharePoint site](#)), and the recommendations from the year-end report, I have determined the charge for next year will include the following elements:

- Implement the ECPAC model as appropriate for all technical and workforce program operations and recommendations for expansion/elimination, etc.
- Continue program alignment work with system and tech colleges, identify and collaborate with key internal stakeholders and impact areas.
- Fully implement SLTC marketing, internal stakeholder collaboration, external and community engagement
- Implement recommendations from Business Process Review for tech ed enrollment processes

You will be asked to present updates on your progress at the College Planning Council, Senior Leadership Team, and/or Executive Cabinet. At the conclusion of the year, please prepare a final short, written report on the work accomplished. This report will be submitted to the executive sponsor and Vice President Aird by _____. This will be the final report for this iteration of this strategic planning cycle.

Implementation Action Plan

Proposed Action (charge element)	Deliverable	Due By (date)	Assigned to (Person)
Implement ECPAC model as appropriate for all technical and	Reports from each program (or cluster) of	Membership/meeting schedules—Oct 30, 2022	Jennifer S, AVP Workforce/Econ Dev (Rick B), Deans

<p>workforce program operations and recommendations for expansion/elimination, etc</p>	<p>membership, meeting schedules, curriculum/budget recommendations, actions</p>	<p>Interim reports (curriculum and program recommendations) Feb 15, 2023 Annual summary reports and program review/IBP recommendations for FY 2024-June 30, 2023</p>	
<p>Continue program alignment work with system and tech colleges, identify and collaborate with key internal stakeholders and impact areas</p>	<ol style="list-style-type: none"> 1. Progress reports on system alignment issues including data/budget reporting, internal data tracking and alignment. 2. Impact reports/updates on high school/concurrent enrollment, externally funded workforce initiatives, admissions advising, marketing, etc. 	<ol style="list-style-type: none"> 1. October 15 (pre-legislative session), April 15 (post) 2. October 15, April 15 and as needed 	<ol style="list-style-type: none"> 1. Jennifer S, Rick B, with assistance from Curr/Acad systems (Rachel L), DSA, Budget Office, 2. Jennifer S, Rick B, with assistance from Provost's Office, Concurrent Enrollment; Admissions and advising Institutional Marketing (Jennifer,

			Rick, M Navarre)
Fully implement SLTC marketing, internal stakeholder collaboration, external/community engagement	<ol style="list-style-type: none"> 1. Marketing information (media, materials, data, etc.) 2. Internal stakeholder reports—timelines and milestones for SLTC admissions, , catalog, advising 	<ol style="list-style-type: none"> 1. Already in progress or soon. 2. Quarterly with updates 	<ol style="list-style-type: none"> 1. Jennifer S, Rick B, Provost Office, with assistance from IM, SA and relevant stakeholders
<ul style="list-style-type: none"> • Implement recommendations from Business Process Review for tech ed enrollment processes 	<ol style="list-style-type: none"> 1. Report on recommendations and implementation plan with milestones and timelines 	Progress reports November 15, April 15	Jennifer S



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