Finding Aid: Administrative Units Fonds, 1948-2019

Descriptive Summary

Creator
Salt Lake Community College, 1948-

Title
Administrative Units Fonds

Dates
1948-2019

Extent
76.74 linear feet of textual material, 1.38 linear feet of audiovisual material on CD and DVD, 0.52 linear feet of photographic slides, and 1.08 linear feet of artefacts.

Language
The material is in English.

Abstract
Salt Lake Community College (previously known as Salt Lake Area Vocational School [SLAV] 1948-1959, Salt Lake Trade Technical Institute [SLTTI] 1959-1967, Utah Technical College [UTC] 1967-1987) is a Community College with roots in vocational programs which have expanded over the years to include programs, degrees, certificates, and diplomas in other disciplines. The Administrative Units Fonds consists primarily of textual materials, photographic materials, and audiovisual materials related to various administrative units in the College and their tasks.

Administrative Information

Arrangement
The fonds is arranged in thirteen series. See Scope and Content note below for more information.

Acquisition
Accessioned, 2012-2019.

Accruals
Further accruals are expected.

Copyright Status
Duplication of the fonds materials may be governed by copyright and other restrictions.

Access
The fonds is open for research. For information, please contact the Librarian for Archives at rebecca.sparagowski@slcc.edu.

Use Policies
SLCC Physical Archives Fonds may contain material with sensitive or confidential information that is protected under federal or state right to privacy laws and regulations. Researchers are advised that the disclosure of certain information pertaining to identifiable living individuals represented in the fonds without that consent of those individuals may have legal ramifications (e.g., a cause of action under common law for invasion of privacy may arise if facts concerning an individual's private life are published that would be deemed highly offensive to a reasonable person) for which the Physical Archives, Digital Archives, and Salt Lake Community College assume no responsibility.

Online Content
Some of the content from the Administrative Units Fonds is available online in the Salt Lake Community College Digital Archives: https://libarchive.slcc.edu/.

Preferred Citation
Administrative Units Fonds, Salt Lake Community College Physical Archives, Salt Lake Community College.

Processing Information
Administrative Units Fonds processed by: Andrea Egbert, Bry Hogue, Jen Hughes, and Kate North.
Revised 2021 by: Rebecca Sparagowski and Savannah Wagner.
Revised 2023 by: Rebecca Sparagowski

Physical Repository
Physical Archives, Salt Lake Community College.

Restrictions

Restrictions on Access
Access is during regular Archives operational hours and by appointment. Portions of this collection may not be accessible.

Restrictions on Use
The fonds is open for research. Access is during regular Archives operational hours and by appointment. Portions of this collection may not be accessible. For information, please contact the Librarian for Archives at rebecca.sparagowski@slcc.edu.

Statement on Potentially Harmful Content

The Salt Lake Community College Archives Program is divided into the Historical Archives, dealing with physical records, and the Institutional Repository, dealing with digital and digitized records. We collect materials with the intention to preserve and make available records of value to SLCC and the broader community. We strive to include materials that document a multiplicity of viewpoints. We recognize that some of the materials in our holdings may reflect outdated, biased, or offensive views and opinions. Some of the materials relate to violent or graphic events which are preserved for their historical significance or as part of unique collections within the Institutional Repository.
For all materials, great care is taken to provide contextualization, as well as respectful and inclusive descriptions.

For information regarding materials collected, please see the Salt Lake Community College Archives Program Policy.

Processing Note: Administrative Fonds

In processing the Administrative Units Fonds for the Salt Lake Community College Archives, we followed a standard series template. This standard series was created to make access to the holdings of the Archives easier for users.

As new records are created by the College, the Physical and Digital Archives are updated. This finding aid reflects the holdings of the Archives as of the date listed under the "Inventory" section. Contact Archives staff for updated information.

Historical Sketch of Salt Lake Community College, 1948-

Salt Lake Community College began teaching classes September 14, 1948 as the Salt Lake Area Vocational School. A product of the GI Bill, the school evolved out of the War Production Training School established at West High School during World War II. After most federal support dried up in 1946, the Salt Lake City School District continued funding the program on its own, which was a burden for the district. The district, along with the State Board of Vocational Education, the Salt Lake Chamber of Commerce, the local American Legion, and Veterans of Foreign Wars successfully lobbied the state legislature to create state-supported vocational schools. On 19 March 1947, money was appropriated for establishing vocational schools in all school districts serving populations of at least 140,000.

The Salt Lake City School Board selected long-time vocational teacher Howard Gundersen as the school's first president. The old Troy Laundry Building on 461 South 600 East in Salt Lake City was selected as the school's first building, and equipment was donated from Salt Lake area high schools which had housed War Production Training Schools. Gundersen received authorization from the Salt Lake City, Park City, and Tooele School districts to teach 39 vocational programs, although teachers could not be found for all of them immediately.

Newspaper ads for the school carried the slogan "Learn to Earn," which would be used into the 1970s. In its first quarter, tuition for the school was $78 annually, and 246 students registered in 14 classes. By the following quarter, 948 students were enrolled, including 589 veterans.

In 1949, J. Bracken Lee became governor of Utah. A fiscal conservative, he opposed the Area Vocational School, believing it duplicated services available elsewhere. When the legislature presented the 1949–1950 budget with expenses projected to exceed revenues by $2 million, Lee used line-item vetoes to cut the entire $500,000 appropriated to the school. Lee's veto drew criticism from The Salt Lake Tribune, labor unions, and veterans' organizations, but the supporters of the cut stood firm, alleging wastefulness at the school. Only by scaling back operations to $145,000 annually was Gundersen able to keep the school open.

The second President of the school, Jay L. Nelson (1949–1978), referred to the first years of Lee's governorship as "the starvation years". No state funding was provided to the school again until 1951, when it began receiving modest subsidies, and a $312,000 grant to purchase the Troy Laundry Building.

Initially the school was seen as a central location for high school vocational education, and the school was thus an extension of public secondary education. The school was guided jointly under the direction of the state and local school board until 1959. At this time, it changed its name to Salt Lake Trade Technical Institute, reflecting the more adult-oriented nature of the school. Governance for the school moved solely into the state's hands under the State Board for Vocational Education.

In 1967 most departments of the school (now renamed Utah Technical College at Salt Lake) moved to the current location at 4600 South Redwood Road in what is now Taylorsville. The state legislature

granted money for expansion at the Taylorsville Redwood campus, which is now the primary campus of SLCC. A thriving vocational program existed at the original site well into the 1980s that served thousands of students seeking basic education and occupational skills.

In 1969 the State unified the scattered public higher education direction into the State Board of Higher Education (later called the Board of Regents). However, the Technical College was not placed entirely under this board. Instead, it was jointly governed by the State Board of Higher Education and the State Board of Vocational Education. Turf wars between the boards erupted almost immediately in 1970 and again in 1974 when the boards fought over who had authority to raise salaries (it was decided that the vocational board controlled wages, but that the higher education board dictated budgets). The Board of Higher Education first sought to convert the schools into community colleges in 1970, which the vocational board outright rejected. The Vocational Board eventually relinquished control of the school in 1978 with an agreement that technical school maintain 75% vocational training, which was state law at the time. President Jay L. Nelson believed this was necessary to prevent the school from becoming merely a feeder for the University of Utah. However, in 1987 the school formally became Salt Lake Community College and the old requirement 75% for vocational training ended.

As of 2023, Salt Lake Community College is the largest two-year college in Utah, serving over 45,000 students across ten campuses. Notably, South City Campus opened in 1991, Miller Campus in 1999, SLCC Online (an eCampus) in 1999, Jordan Campus in 2001, and the West Valley Center in 2015. SLCC is accredited by the Northwest Commission on Colleges and Universities, and offers 120 programs of study. Its mission statement emphasizes a "commit[ment] to the transfer education and workforce needs of [the] students."

Scope and Content of the Administrative Units Fonds

Salt Lake Community College (previously known as Salt Lake Area Vocational School [SLAV] 1948-1959, Salt Lake Trade Technical Institute [SLTTI] 1959-1967, Utah Technical College [UTC] 1967-1987) is a Community College with roots in vocational programs which have expanded over the years to include programs, degrees, certificates, and diplomas in other disciplines. This collection includes textual, photographic, and audiovisual materials, as well as artefacts, created by the College, individuals associated with the College, and related entities between 1948 to current day. The Administrative Fonds is divided into thirteen series.

Series 1:

Accreditation and Self Study are records created both College entities and accrediting bodies. These records document the College's ongoing efforts to maintain standards through accreditation of programs and overall offerings. The series is divided into three subseries:

- **Subseries A: Accreditation** houses records related to external accreditation of the College and its programs.
- **Subseries B: Self-Study** houses records pertaining to the College's internal efforts to improve offerings. Note that self-studies and self-evaluations are often informed by handbooks from external agencies, and follow procedures established outwith the College.
- **Subseries C: Masterplans** houses records documenting the College's plans and goals for itself.

Records in these series include steering committee notes and minutes, reports, handbooks, and correspondence. There are also CDs with digital versions of the reports. Included in this series are 10.83 linear feet of textual records and 1 linear inch of CDs.

Series 2:

College Annual Reports are records created by the College regarding various aspects of the College, such as state of the college reports, financial and budget reports, departmental reports, and reports for the Utah state legislature. Included in this series are 1.56 linear feet of textual records.

Series 3:

College Surveys are records created by various College departments. These records include focus groups, qualitative surveys/audits and records not found in Series 1. The series contains two subseries:

- **Subseries A: Assessment** contains surveys and studies conducted to gather information on the different ways the College performs assessment.
- **Subseries B: Follow-up Surveys** contains the results of surveys of different groups associated with the College, namely students and employers. These surveys usually contain results for the groups of graduating student; returning student; non-returning student; and employer. In later years, the results of all four groups are bound together into one volume.

Records in this series include reports, correspondence such as memos, and small bound volumes. Included in this series are 2.17 linear feet of textual records.

Series 4:

> Board of Regents are records created by the Board of Regents, a State board which has governance responsibilities regarding the College, that document the actions of the Board. Included in this series are 16.25 linear feet of textual records, such as meeting minutes, correspondence, and reports.

Series 5:

> Board of Trustees are records created by the Board of Trustees for the College that document the meetings and decisions of the group. Throughout the history of the College, the Board has existed to assist with the management of the College. The Board has had various names over the years, as follows: The Salt Lake Area Vocational School Board from 1947-1959; the Salt Lake Trade Technical Institute Advisory Committee from 1959-1967; the Utah Technical College at Salt Lake Advisory Committee from 1967-1978; the Utah Technical College at Salt Lake Institutional Council from 1978-1987; the Salt Lake Community College Institutional Council from 1987-1991; and the Salt Lake Community College Board of Trustees from 1992 through the present. This series houses the records of this group under all these titles. Starting in October 2008, audio recordings of the meetings were saved on CDs, which are filed separately from the meeting papers. Included in this series are 11.88 linear feet of textual records and 1.13 linear feet of audiovisual materials on CD and DVD.

Series 6:

> Committees are records created by various committees conducting the College's business or initiatives. The series has three subseries:
> - **Subseries A: College Advisory Committee Papers** houses the records related to the numerous Advisory Committees supporting College departments. Note: Although 'Advisory Committee' and 'Advisory Council' are used interchangeably in these papers, they should not be confused with the Advisory Council which was later renamed the Board of Trustees. These committees advised on departmental affairs, not College-wide interests.
> - **Subseries B: Program Advisory Committee Papers** houses records created by the Program Advisory Committees. These committees worked closely with the departmental Advisory Committees, and often created reports which were sent to the Advisory Committees.
> - **Subseries C: Semester Conversion** houses the records of the committee tasked with overseeing the transition from quarters to semesters.
>
> Records which do not fit into these subseries are arranged chronologically. Included in this series are 6.88 linear feet of textual records.

Series 7:

> Faculty and Staff Associations are records created by members of faculty and staff professional groups which document their work and support of College employees. Included in this series are 2.50 linear feet of textual records and one CD.

Series 8:

> Faculty Senate are records created the College Faculty Senate and its committees, and which document that body's work to liaise with administration and assist in the governance of the College. Originally called the College Senate, the name of the group changed to the College Faculty Senate in 1990. Included in this series are 0.93 linear feet of textual records.

Series 9:

Institutional Advancement are records created the Institutional Advancement office which document the College's self-promotion. These records include marketing, audiovisual, and other materials. Included in this series are 0.31 linear feet of textual records.

Series 10:

College Legal and Constituting Documents are records created by College administration which document the College's legal standing. Included in this series are 0.13 linear feet of textual records.

Series 11:

Presidents' Tenure are records created by the Office of the President or by other parties which document the work of the President of the College. These papers include speeches and addresses, correspondence, photographs, reports, and articles created during each College President's Tenure. Personal research of the Presidents, where related to the College, is also included in this series. The series is divided into subseries, each corresponding to a President and their tenure:
- **Subseries A:** Howard B. Gunderson (Founding President 1948-1949)
- **Subseries B:** Jay L. Nelson (President 1949-1978):
    - *Note: The Physical Archives contains President Nelson's papers, as well as papers which were written by Jay L. Nelson but donated by Bruce Nelson.*
- **Subseries C:** Dale S. Cowgill (President 1978-1980)
- **Subseries D:** James R. Schnirel (Interim President 1980-1981)
- **Subseries E:** Orville D. Carnahan (President 1981-1990)
- **Subseries F:** Heber T. Hunt (Interim President 1990-1991)
- **Subseries G:** Frank W. Budd (President 1991-2000)
- **Subseries H:** H. Lynn Cundiff (President 2000-2003)
- **Subseries I:** Judd Morgan (Interim President 2003-05)
- **Subseries J:** Cynthia Bioteau (President 2006-2013)
- **Subseries K:** Deneece Huftalin (Interim President 2013-14, President 2014-)

Each series houses the papers of a President. Included in this series are 22.51 linear feet of textual materials, 2 linear inches of audiovisual materials on CD and DVD, 6.25 linear inches of photographic slides, and 1.08 linear feet of artefacts.

Series 12:

Student Government are records created by the student governing body and which document the activities of the student government and its members. Included in this series are 0.10 linear feet of textual records.

Series 13:

Photograph Materials are records created by various administrative units at the College. These photographs document activities and personnel involved in College functions. Included in this series are 1.0 linear feet of photographic materials.

Index Terms

Names
Howard B. Gundersen (Founding President 1948-1949)
Jay L. Nelson (President 1949-1978)
Dale S. Cowgill (President 1979-1980)
James Schnirel (Interim President 1980-1981)
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Judd D. Morgan (Interim President 2003-2005)
Cynthia Bioteau (President 2006-2013)
Deneece Huftalin (President 2014-)

Organizations
Salt Lake Area Vocational School, 1947-1959   Utah Technical College, 1967-1987
Salt Lake Trade Technical Institute, 1959-1967   Salt Lake Community College, 1987-

Subjects

Accreditation	Committees	Staff Association
Administration	Faculty Senate	Student Government
Board of Regents	Institutional Advancement	Surveys
Board of Trustees	Presidents	

Document types

Artefacts	Newsletters	Photographic Slides
Audiovisual Material	Newspaper Clippings	Reports
Ephemera	Notes	Speeches
Meeting Minutes	Photographs	Textual Records

Inventory

The following Inventory is dated 28 June 2023. See archival staff for more information.

Series 1: Accreditation and Self-Study

1967, 1969, 1974, 1976, 1979, 1981-2008, 2014, 2019, n.d. 8.75 linear feet of textual records and audiovisual material on CD.

Documents in this series were created by committees internal and external to the College regarding its ongoing efforts in maintaining accreditation, self-assessment, and overall direction of the institution. Records are arranged chronologically.

Subseries A: Accreditation

Box 1
- Evaluation committee report, 1967
- Northwest – Accreditation report, n.d.
- Northwest – Evaluation committee report, 1974
- Utah State Board for Vocational Education – Evaluation, 1976
- Northwest – Interim report, 1979
- American Technical Education Association – Certificate of membership, 1981
- Utah State Office – Approved Vocational Programs Standards, 1984
- Northwest – Evaluation committee report, 1984
- Northwest – Commendations and recommendations, 1989
- Accreditation Committee meeting minutes, newsletters, documents, 1989-90
- Utah State Vocational Office for Vocational Training – Accreditation report, 1986
- Northwest – Library evaluation, 1987
- Northwest – Planning document for Fifth-Year Interim Report, 1988-89
- Northwest – Fifth-Year Interim Report for Reaffirmation of Accreditation, 1989 (3 f.)
- Northwest – Fifth-Year Interim Report (Professor Copy), 1989 (3 f.)
- Northwest – Interim evaluation committee report, 1989
- Standards and procedures for post-secondary vocational education accreditation, 1989
- Northwest – Memo re: accreditation, 1991
- Correspondence, minutes, documents re: accreditation, 1991 (2 f.)
- Vocational accreditation report, 1991 (3 f.)
- SLCC Vocational accreditation, 1991

Box 2
- SLCC Vocational accreditation, 1991
- Business programs accreditation, 1991 (3 f.)
- Business programs accreditation, 1991 **RESTRICTED**
- Correspondence, schedules, evaluations re: accreditation, 1992
- Utah State Board for Vocational Education – responses to recommendations, 1992
- CAHEA – On-site survey responses re: Medial Assistant program accreditation, 1992
- SLCC Special accreditation report, 1993
- School of Business departmental responses on specialized program accreditation, 1993
- APTA – Physical Therapy education program accreditation, 1993 (2 f.)

Box 2 (cont.)
- Northwest – Accreditation reception reservation confirmation, 1993
- SLCC List of special accreditations, 1993
- Northwest – SLCC folder, 1994
- Correspondence re: accreditation, 1994
- Correspondence re: Surgical Technology program accreditation, 1994
- Northwest – Annual report, 1994-95
- Northwest – Accreditation report, 1994 (2 f.)
- Newspaper clipping re: accreditation, 1994
- Northwest – Evaluation committee report, 1994
- USHE Assessment measures report, 1994-97
- Correspondence, minutes, documents re: accreditation, 1993-94 (3 f.)
- Northwest – Accreditation steering committee report, 1994
- Northwest – Schedule for evaluation, 1994
- Northwest – Reaffirmation of accreditation, 1994
- Northwest – Correspondence re: accreditation, 1995
- Association of Collegiate Business Schools and Programs – Accreditation report, 1996-97 (3 f.)

Box 3
- Association of Collegiate Business Schools and Programs – Accreditation, 1996-97
- Dental Hygiene program accreditation, 1997
- Utah Applied Technology Education accreditation, 1997
- Northwest – Site inspection, 1997
- Association of Collegiate Business Schools and Programs – Reaffirmation of accreditation, 1998
- School-to-Career peer review process, 1998
- Northwest – Distance learning accreditation, 1999
- Northwest – Interim report for reaffirmation of accreditation preparatory materials, 1999
- Northwest – Interim report for reaffirmation of accreditation, 1999

CD Box 1
- CD – Interim report for reaffirmation of accreditation, 1999 (2 discs)

Box 3 (cont.)
- Occupational Therapy program accreditation letter, 1999
- Northwest – Fifth-Year Interim accreditation reaffirmation, 1999
- Northwest – Location accreditation, 2000
- Northwest – Evaluation committee correspondence, 2002

CD Box 1 (cont.)
- CD – Accreditation workshop presentation and notes, 2002

Box 3 (cont.)
- Accreditation Assessment Council – Correspondence, documentation, 2003, 2005-06, n.d.
- Northwest – Accreditation Standard Five exhibits 5-1 to 5-34, 2003 (7 f.)
- Northwest – Accreditation report, 2004
- Northwest – Evaluation committee report, 2004
- Northwest – Full-scale evaluation committee report, 2004
- Northwest – Focused interim report, 2006 (2 f.)

Box 3 (cont.)
- Northwest – Focused interim report for accreditation and appendices, 2007
- *Assessment's New Role in Degree* Completion (booklet), 2014
- Northwest – Accreditation handbook, 1989
- Commission on Colleges – Accreditation handbooks, 1992, 1994, 1999 (3 f.)
- Northwest – Accreditation handbook, 2003

Subseries B: Self-Study
Box 1
- Utah State Board for Vocational Education – Self-evaluation report, 1967 (2 f.)

Box 3
- Self-evaluation Report (bound), 1967 (2 copies)
- Self-evaluation Report (bound), 1969 (2 copies)

Box 4
- Self-evaluation Report (bound), 1969
- Self-evaluation Report (bound), 1974 (3 copies)
- Self-evaluation Report documents, 1974

Box 1 (cont.)
- Correspondence, reports re: Northwest accreditation of self-study, 1982-84, 1988-89, n.d.
- Manual of standards and guide for self-study, 1983 (2 f.)
- UTC Self-evaluation report of Auto/Metal Trades, School of Industry, 1983
- Northwest – Self-study and finance accreditation, 1983-84 (2 f.)
- Northwest – Report of evaluation committee, 1984
- Newspaper clipping re: Northwest accreditation of self-study, 1984
- UTC Self-study report for accreditation, 1984 (3 f.)
- UTC Skills Center self-study report, 1984
- UTC Self-appraisal of vocational education programs, 1986
- Association of Collegiate Business Schools and Programs – Self-study, 1989-90 (3 f.)
- CAHEA – Self-evaluation of Medical Assistant program, 1991
- Self-evaluation surveys for self-study accreditation, 1991
- Utah State Board for Vocational Education – Vocational / technical education self-study, 1991
    - Architectural Technology
    - Auto Collision Repair / Painting

Box 2
- Utah State Board for Vocational Education – Vocational / technical education self-study, 1991
    - Auto Mechanic Technician
    - Aviation Maintenance Technician
    - Barbering / Cosmetology
    - Building Constructions
    - Electricity
    - Graphic Design
    - Heavy Duty Mechanics
    - Medical Assistant
    - Nurse's Aid

Box 2 (cont.)
- Utah State Board for Vocational Education – Vocational / technical self-study, 1991 (cont.)
    - Office Information Systems
    - Printing
    - Professional Truck Driving
    - Refrigeration, Heating, Air Conditioning
    - Small Equipment Repair
    - Welding
    - Skills Center
    - Radiologic Technology (2 f.)
- Medical Laboratory Technician self-study document, 1992
- Medical Laboratory Technician self-study document appendices, 1992 (2 f.)
- Northwest – Self-study workshop, 1993-94
- Surgical Technology program self-study report, 1994
- Self-study report, 1994

Box 3 (cont.)
- Northwest – Self-study progress report, 1996
- Utah USOE Vocational Technical self-evaluation, 1996
- American Culinary Federation – Self-study for accreditation, 1999-2000, (6 f.)
- Applied Technology Education self-study accreditation, 2000 (2 f.)
- Handout for accreditation, self-study assessment overview, 2002

CD Box 1 (cont.)
- CD – Accreditation self-study guide with sample reports, 2002 (2 discs)

Box 3 (cont.)
- Comprehensive self-study report, 2004 (2 f.)
- Comprehensive self-study report appendix, 2004
- Association of Collegiate Business Schools and Programs – Self-study, 2006-07

Subseries C: Masterplan
Box 1
- Correspondence re: Utah state master plan for higher education, 1974
- Institutional objectives and statements of purpose, 1984
- Five-year master plan, 1984-86
- UTC Planning documents, 1984-85
- Institutional objectives and statement of purpose, 1984
- Emergency preparedness plan, 1985
- Institutional mission and goals, 1986
- *The Challenge of Change: Master Planning for Utah Higher Education*, 1986
- Five-year strategic plan, 1989
- Wasatch Front South – Master plan for vocational / applied technology education, 1989-94
- Board of Regents – Utah's vocational / technology education master plan, 1989
- SLCC Emergency plan, 1990

Box 1 (cont.)
- Strategic planning survey final report, 1990
- Strategic pre-planning document, 1991 (3 f.)
- Strategic planning – proposed planning model, 1991
- Strategic planning phase I, 1991-92
- Strategic Planning Cycle I: Values, 1992
- Strategic Planning Cycle II: SWOTS, 1992
- Strategic Planning Cycle II: SWOTS planning document, 1992 (4 f.)
- Strategic Planning Cycle III: GOs, 1993
- Strategic Planning Cycle IV: Mission Statement, 1993
- Five-year master plan, 1993
- Mission statement, 1994-95
- Strategic Planning Cycle V: GOs Continued, 1994
- Information Technology steering committee master plan, 1994 (2 f.)
- Technology master plan executive summary, 1995
- Strategic Planning Cycles I-VI, 1996
- Strategic Planning Cycle VII: Embracing CQI, 1996
- Utah System of Higher Education – Applied technology master plan, 1996-98, 2000, 2008
- Instructional master plan for technology, 1997-99, n.d.
- Vision 2010, n.d. (draft), 1997 (2 f.)

Box 2
- Vision 2010 Continuous Quality Improvement plan, 1997 (2 f.)
- Wasatch Front – 1997-98 Operations plan, 1997
- Goals for the future, 1998
- Strategic Planning Cycle VIII: Visioning, 1999
- *Successful Retention Planning*, 1999
- Strategic Planning Cycle IX: College Goals, 1991
- Visioning retreat, 2000
- Academic master plan, 2001
- Strategic plan, 2003
- Campus master plan, 2003
- Educational master plan, 2004
- Pamphlet: SLCC Strategic Plan, 2019
- SLCC Goals: College Performance Update, 2020
- Goals and objectives of the School of Continuing Education, n.d.
- Emergency situations and operational concepts, n.d.

Series 2: Annual Reports, College

1959-60, 1965-86, 1988-2000, 2003-05, 2007-09. 1.56 linear feet of textual records.

Records in this series were created by the College to give information on various aspects of its operations to stakeholders, including students, faculty, and the Utah state legislature. Materials are arranged chronologically by report type.

Box 3
- Registration reports, 1948-71 (4 f.)

Box 1
- SLCC Annual reports, 1959-60, 1965-86, 1988-2000 (12 f.)
- Accomplishments sampler, 1985, 1992-93
- Reflections annual review, 1993-95
- SLCC FYI 1999, 1996, 1999-2000
- SLCC Report cards, 1997-99
- Performance indicators (formerly SLCC Report cards), 2004-05
- Budget statements, 1981, 1997-98, 2000
- Operating budget report, 2003-04
- Correspondence re: operating budget report, 2004-05
- Operating budget report, 2007-09
- Budget requests, 1990-92, 1994
- *Legislative Update* newsletter, 1990, 1993-96
- Legislative reports, 1997-2000
- Annual financial reports, 2000-02, 2009

Box 2
- Comprehensive community college report, 1980
- UTC Associate of Science degree second annual report, 1984
- Ethnic Minority Health and Human Services program bi-annual report, 1990
- Personnel services annual reports, 1991-95
- SLCC Budget presentation, 1993-94
- Tuition schedules, 1995-96
- Center for International Studies reports, 1997, 1999
- Human resources annual reports, 1997-2000
- SLCC Public safety operational notes, 1997-2001
- Utah System of Higher Education maintenance of effort report, 1997-98
- STTI Semi-annual report, 1998
- Information technology policy strategy committee year 2000 progress report, 1998
- Flyers, legislative budget request, 2006-08
- Student Services annual report, 2007-08
- SLCC Community Writing Center annual report, 2010-11
- Northwest annual reports, 1984-1994, 2000-02 (4 f.)

Series 3: Surveys, College (includes focus groups, qualitative surveys/audits, not found in Series 1)

1967, 1977-78, 1981-82, 1985-2007, 2009, 2012, n.d. 3.25 linear feet of textual records.
Records in this series were created by various College departments to gather information about different aspects of the College's performance and students' experience. Materials are arranged chronologically.

Box 4
- Enrollment analysis, 1964-66
- Degrees and certificates analysis, 1967-68

Box 1
- Recommendations to the legislature on the future of SLTTI, 1965
- SLTTI Report to legislature, 1967
- Non-teaching professionals survey, 1978
- Self-evaluation report – Financial statements, 1981-82
- Utah business education survey, 1985
- UTC *Ideas, Issues, and Information* newsletter, 1985-86
- Disaster preparedness survey, 1985-89, n.d.
- Correspondence re: Name change, 1986
- Public relations audit, 1987
- Focus group qualitative research, 1987
- Internal audit policies and procedures, 1989
- Faculty holiday preference survey, 1990
- Faculty rights survey, 1991
- Instructor evaluation questionnaire, 1991-92
- Internal audit reports, 1992-93, 1997

Box 4 (cont.)
- Data room education partnership survey, 1993 (3 f.)
- Data room education partnership survey, 1995 (bound volume)

Box 1 (cont.)
- Room summary reports, 1995
- Performance Appraisal Task Force – Executive report summary, 1995
- New student orientation survey results, 1996
- Space inventory, 1997
- SLCC Baseline survey results, 1997 (3 f.)
- Wasatch Front South – High school survey for SLCC services, concurrent enrollment, and concurrent distance programs, 1997
- SLCC Student satisfaction survey results, 1997 (2 f.)
- Licensure / Certificate exam success rates, 1997-2000
- Utah System of Higher Education – Enrollment status report, 1998
- New student survey, 1998
- Memo re: Effective media survey, 1999
- Student satisfaction survey results, 1999

Box 1 (cont.)
- Review of the results and methodology of the Noel Levitz student satisfaction survey, 1999
- Job evaluation process review, 1999
- Student class evaluation five-year review, 1999
- New student survey, 1999
- Salt Lake County residents survey and business leaders survey, 1999-2000
- Enrollment report – South City Campus, 2000 (2 f.)
- Consultants' report, 2002
- Affirmative action program overview and action plan, 2002-03
- Student satisfaction inventory, 2002
- Technology survey results, 2003
- Morale, trust, and communication survey, 2003-04
- Student reading ability and their success, 2004
- Student retention report, 2005
- Crime awareness and campus safety report, 2006
- Consumer information notices, 2006-07, n.d.
- Enrollment by academic department, fall semester FTEs, 2007
- Climate survey, 2009
- National Association of College and University Food Services benchmarking survey, 2012
- ACT Alumni outcomes survey, n.d.
- May term survey results, n.d.
- Business Administration program reviews, n.d.

Subseries A: Assessment
Box 2
- Student assessment progress report, 1989-91 (3 f.)
- Report to Utah state legislature re: Student assessment and faculty workload, 1991
- Utah System of Higher Education – Institutional reports on student assessment, 1991
- Evaluation of the SLCC faculty assessment program final report, 1992
- Assessment report to the Utah State Board of Regents, 1993
- Assessment report to Utah State Board of Regents, 1995 (4 f.)
- Utah System of Higher Education – Assessment and resource management measures, 1995, 1997 (2 f.)
- Utah System of Higher Education – Statewide higher education needs assessment, 1997
- Graduating student assessment of programs and services, 1999
- Correspondence re: Reorganization, 2000

Subseries B: Follow-up Surveys
Box 2 (cont.)
- Student follow-up survey results, 1977
- Non-returning student follow-up survey, 1989 (2 f.)
- Graduate student follow-up survey, 1989-90
- Non-returning student follow-up survey, 1990

Box 2 (cont.)
- Graduate student follow-up survey, 1990-91
- Non-returning student follow-up survey, 1990-91
- Employer follow-up survey, 1990-91

Box 3
- Graduate student follow-up survey, 1991-92
- Non-returning student follow-up survey, 1991-92
- Employer follow-up survey, 1991-92
- Graduate student follow-up survey, 1992-93
- Non-returning student follow-up survey, 1992-93
- Employer follow-up survey, 1992-93
- Non-returning student follow-up survey, 1993-94
- Faculty climate survey, 1994
- Student and employer follow-up survey, 1994-95
- Student and employer follow-up survey, 1995-96
- Student follow-up survey, 1996-97
- Student follow-up survey, 1997-98
- Student follow-up surveys, 1999-2005 (9 f.)
- Graduating student follow-up survey, 2005-06
- Non-returning student follow-up survey, 2005-06

Series 4: Board of Regents

1969-2009. 16.25 linear feet of textual records.
Records in this series were created by the Utah State Board of Regents while carrying out tasks related to governing and overseeing educational institutions in Utah. Included here are meeting minutes, reports, correspondence, and policy guidelines which support the mission of the Board of Regents.

Box 1
- Board of Regents papers
    - UTC Report to the Board of Regents, 1981 (2 f.)
    - Meeting minutes, reports, and supporting records, November 1984 – July 1986 (19 f.)

Box 2
- Board of Regents papers
    - Meeting minutes, reports, and supporting records, September 1986 – January 1988 (20 f.)

Box 3
- Board of Regents papers
    - Meeting minutes, reports, and supporting records, February 1988 – July 1989 (20 f.)

Box 4
- Board of Regents papers
    - Meeting minutes, reports, and supporting records, September 1989 – February 1990 (8 f.)

Box 4 (cont.)
- Board of Regents papers (cont.)
    - Memo, March 1990
    - Committee notes, April 1990
    - Meeting minutes, reports, and supporting records, May 1990 – January 1991 (10 f.)

Box 5
- Board of Regents papers
    - Meeting minutes, reports, and supporting records, February 1991 – September 1992 (20 f.)

Box 6
- Board of Regents papers
    - Meeting minutes, reports, and supporting records, November 1992 – September 1994 (20 f.)

Box 7
- Board of Regents papers
    - Meeting minutes, reports, and supporting records, November 1994 – March 1995 (4 f.)
    - Memo, April 1995
    - Meeting minutes, reports, and supporting records, May 1995 – July 1995 (3 f.)
    - Memo, July 1995
    - Meeting minutes, reports, and supporting records, September 1995 – January 1997 (9 f.)
    - Correspondence re: EDNET, 1997, 1999
    - Meeting schedule, May 1997
    - Meeting minutes, reports, and supporting records, August 1997 – September 1997 (3 f.)

Box 8
- Board of Regents papers
    - Meeting minutes, reports, and supporting records, December 1997 – October 1998 (8 f.)
    - Performance indicators, 1998, n.d.
    - Meeting minutes, reports, and supporting records, November 1998 – October 1999 (9 f.)

Box 9
- Board of Regents papers
    - Meeting minutes, reports, and supporting records, November 1999 – April 2001 (15 f.)
    - Correspondence re: Lease authorization, April 2001
    - Meeting minutes, reports, and supporting records, June 2001 – November 2001 (5 f.)

Box 10
- Board of Regents papers
    - Meeting minutes, reports, and supporting records, January 2002 – October 2004 (20 f.)
    - List of accomplishments, November 2004
    - Meeting minutes, reports, and supporting records, December 2004
    - Correspondence re: Program approval, 2005

Box 11
- Board of Regents papers
  - Meeting minutes, reports, and supporting records, January 2005 – December 2006 (20 f.)

Box 12
- Board of Regents papers
  - Meeting minutes, reports, and supporting records, January 2007 – January 2009 (21 f.)

Box 13
- Board of Regents papers
  - Meeting minutes, reports, and supporting records, March 2009 – May 2009 (4 f.)
  - *General Policies of the Utah State Board of Regents*, 1969-1976 (2 f.)
  - Annual reports, 1969-88 (16 f.)

Series 5: Board of Trustees

1972-1980, 1985, 1988-1989, 1991-1994, 1998-2016. 11.88 linear feet of textual materials and 1.13 linear feet of audiovisual records on CD and DVD.
These textual and audio records were created by the Board of Trustees to document their meetings and correspondence regarding the College. Materials are arranged chronologically.

Box 1
- Salt Lake Area Vocational School Board meeting minutes, reports, and supporting records, November 1947 – May 1959 (10 vols.)
- Salt Lake Trade Technical Institute Advisory Committee meeting minutes, reports, and supporting records, June 1959 – March 1967
- Utah Technical College at Salt Lake Advisory Council meeting minutes, reports, and supporting records, August 1967 – March 1978 (4 vols.)

Box 2
- Utah Technical College at Salt Lake Institutional Council meeting minutes, reports, and supporting records, August 1978 – May 1986 (82 f.)

Box 3
- Utah Technical College at Salt Lake Institutional Council meeting minutes, reports, and supporting records, June 1986 – May 1987 (11 f.)
- Salt Lake Community College Institutional Council meeting minutes, reports, and supporting records, June 1987 – October 1990 (38 f.)

Box 4
- Salt Lake Community College Institutional Council meeting minutes, reports, and supporting records, November 1990 – April 1991 (6 f.)

Box 4 (cont.)
- Salt Lake Community College Board of Trustees meeting minutes, reports, and supporting records, May 1991 – February 1995 (47 f.)

Box 5
- Salt Lake Community College Board of Trustees meeting minutes, reports, and supporting records, March 1995 – September 1998 (48 f.)

Box 6
- Salt Lake Community College Board of Trustees meeting minutes, reports, and supporting records, October 1998 – February 2002 (42 f.)

Box 7
- Salt Lake Community College Board of Trustees meeting minutes, reports, and supporting records, March 2002 – March 2005 (36 f.)

Box 8
- Salt Lake Community College Board of Trustees meeting minutes, reports, and supporting records, April 2005 – August 2010 (69 f.)

Box 9
- Salt Lake Community College Board of Trustees meeting minutes, reports, and supporting records, September 2010 – November 2017 (60 f.)

Box 10
- Salt Lake Community College Board of Trustees meeting minutes, reports, and supporting records, January 2018 – November 2019 (24 f.)

CD Box 1 (cont.)
- Digital photographs, n.d.
- Meeting record, 8 October 2008
- Meeting record, 19 November 2008
- Meeting record, 10 December 2008 (2 discs)
- Meeting record, 14 January 2009
- Meeting record, 11 February 2009
- Meeting record, 11 March 2009
- Meeting record, 15 April 2009
- Meeting record, 10 June 2009
- Meeting record, 12 August 2009
- Meeting record, 9 September 2009
- Meeting record, 27 October 2009 (2 discs)
- Meeting record, 9 December 2009

CD Box 1 (cont.)

- Meeting record, 13 January 2010
- Meeting record, 10 February 2010
- Meeting record, 10 March 2010
- Meeting record, 17 March 2010
- Meeting record, 14 April 2010
- Meeting record, 12 May 2010
- Meeting record, 11 August 2010
- Meeting record, 15 September 2010
- Meeting record, 13 October 2010
- Meeting record, 10 November 2010
- Meeting record, 12 January 2011 (2 discs)
- Meeting record, 23 February 2011
- Meeting record, 16 April 2011
- Meeting record, 10 August 2011 (2 discs)
- Meeting record, 5 October 2011
- Meeting record, 14 December 2011
- Meeting record, 8 February 2012
- Meeting record, 11 April 2012 (2 discs)
- Meeting record, 9 May 2012
- Meeting record, 8 August 2012
- Meeting record, 12 September 2012
- Meeting record, 14 November 2012
- Meeting record, 9 January 2013
- Meeting record, 12 June 2013
- Meeting record, 27 March 2013
- Meeting record, 14 August 2013
- Meeting record, 11 September 2013
- Meeting record, 13 November 2013
- Meeting record, 12 February 2014
- Meeting record, 12 March 2014
- Meeting record, 9 April 2014
- Meeting record, 11 June 2014
- Meeting record, 13 August 2014
- Meeting record, 8 October 2014
- Meeting record, 12 November 2014
- Meeting record, 14 January 2015
- Meeting record, 11 February 2015
- Meeting record (retreat), 28 January 2015
- Meeting record, 11 March 2015
- Meeting record, 8 April 2015
- Meeting record, 22 June 2015

CD Box 1 (cont.)
- Meeting record, 12 August 2015
- Meeting record (retreat), 9 September 2015
- Meeting record, 14 October 2015
- Meeting record, 11 November 2015
- Meeting record, 13 January 2016
- Meeting record, 10 February 2016
- Meeting record, 9 March 2016
- Meeting record, 13 April 2016
- Meeting record, 8 June 2016
- Meeting record, 10 August 2016
- Meeting record, 12 October 2016

Series 6: Committees – By Organization

1961, 1972-2001, 2003-08, 2012-18, n.d. 6.88 linear feet of textual records.
The records in this series were created by various committees within the College to support their efforts and initiatives. Materials are arranged chronologically.

Box 1
- Building Committee, 1961
- Correspondence re: Division chairmen, 1972-74
- Correspondence and reports re: President's house, 1975-84
- Division heads meeting minutes, 1978
- Catalog Committee, 1979-81 (2 f.)
- CODFISH
    - Correspondence, 1979-80
    - Long-range planning, 1979 (2 f.)
    - Schedule, cycle, 1979-80 (2 f.)
    - Approved social trends, 1980 (2 f.)
- Administrative Council
    - Meeting minutes, 1982-84
    - Affirmative action plan, 1984
    - Meeting minutes, 1990
    - Meeting minutes, supporting documents, 1996-2000 (2 f.)
- Instructional Council supporting documents, 1982-84, 1996-98 (3 f.)
- UTC Think tank, 1983-84
- Women's Issues Committee supporting documents, 1984-98 (5 f.)
- Women's Issues Committee photographs, n.d.
- Application, Strengthening Institutions Grant (Title III, Part A), 1987 (2 f.)
- Correspondence re: Title III external evaluation report, 1989

Box 2

- Committees list, n.d.
- President's Committee on Diversity and Cultural Awareness, 1990
- Computing Steering Committee, 1990-91
- Harry S. Truman Scholarship Committee, 1992-94
- Correspondence re: Division chair appointments, 1993
- Instructional Technology Committee meeting minutes, supporting documents, correspondence, 1993-2000 (3 f.)
- Academic Vice President's Subcommittee to Incorporate College Values into Strategic Planning Process, 1994
- Information Technology Steering Committee meeting minutes, supporting documents, correspondence, 1994-95 (2 f.)
- Students in Non-traditional Majors event, hosted by the Women's Issues Committee, 1994-96, 1999
- Information Technology Steering Committee meeting minutes, supporting documents, correspondence, 1994-97 (2 f.)
- Correspondence, reports re: Western Virtual University, 1996
- Technology Dream Team, 1997-2000 (2 f.)
- Learning communities proposals, 1998
- Distance Education Restructure and Strategic Planning Team, 1998-99
- College-wide Scheduling Committee, 1999
- Center for International Studies, 1999
- Student Retention Council survey, 2000
- Art Committee correspondence, meeting minutes, flyers, 2005-08, 2012-18
- President's Council meeting minutes, 2006
- Standing committees and membership lists, 2007-08

Subseries A: College Advisory Committees Papers

Box 1
- UTC Advisory Committee members and reports, 1972-80 (2 f.)
- College Advisory Committee members roster, 1973-79
- College Advisory Committee recognition dinner, 1977
- Meeting minutes, 1977
- Annual report, 1991-92
- Meeting minutes, 1993-94
- Annual report, 1994
- Membership list, 1994-95
- Meeting minutes, 1994-95
- Employment projections, 1995
- Meeting minutes, 1995-96
- Handbook, membership lists, 1995-96
- Annual report, 1996
- Bylaws, meeting schedule, calendar, report, 1996-97

Box 1 (cont.)
- Meeting minutes, 1996-97
- Academic Services response to College Advisory Council report, 1997
- Supporting documents, 1997-98 (6 f.)
- Response to annual report, 1998
- Supporting documents, 2000-01

Subseries B: Program Advisory Committee Papers

Box 1
- UTC Program Advisory Committee handbook, n.d.
- Annual reports, School of Technology, 1991-93 (2 f.)
- Annual reports, 1991-92 (2 f.)
- Annual reports, School of Business and Industry, 1991-93 (3 f.)
- Committee membership list, 1993-94
- Annual reports, School of Technology, 1993-94
- Annual reports, School of Business and Industry, 1993-94 (2 f.)
- Committee membership list, 1994-95
- Annual reports, School of Technology 1994-95
- Annual reports, School of Continuing Education, 1994-95
- Annual reports, School of Business and Industry, 1994-95 (2 f.)
- Handbook, membership lists, 1995-96
- Meeting minutes, 1995-96 (5 f.)
- Program reports, 1995-96

Box 2
- Report, Automated Systems and Manufacturing Technology, 1995-96
- Meeting minutes, 1996
- Handbook, membership lists, 1996-97
- Meeting minutes, correspondence, reports, 1996-97 (8 f.)
- Employment projections, 1996-97
- Supporting documents, 2003-04 (3 f.)

Subseries C: Semester Conversion

Box 1
- UTC Quarter vs. Semester System Committee, 1985
- Semester conversion academic calendar, 1994, 1996-98
- Semester conversion accreditation issues, 1994-97
- *Conversion Connection* newsletter, 1995-97
- Utah System of Higher Education transfer guide, 1996
- Semester conversion funding, 1996, n.d.
- School of Humanities and Sciences semester conversion forms, 1996-97
- School of Continuing and Community Education semester conversion documents, 1996-97
- Semester conversion tracking forms, 1996-97, n.d.
- Utah System of Higher Education semester conversion task force, 1996-97, n.d.
- College news releases, 1996-98

Box 1 (cont.)
- Statewide news releases, 1996-98
- Semester conversion team presentations, 1996-98, n.d.
- Semester conversion general requirements, 1996-98, n.d.
- Semester conversion team meeting minutes and notes, 1996-99
- Articulation meeting, 1997
- Common course titles and numbers, 1997
- School of Technology semester conversion program proposals, 1997 (2 f.)
- Student guides and handbooks, 1997, n.d.
- Coordinating team members, 1997, n.d.
- Advising materials, 1997-98
- Advertising materials, 1997-98
- Sequence courses, 1997-98
- Semester Conversion Committee final report, 1998
- Course conversion tables (draft), 1998
- Catalog, schedule, correspondence, 1998, n.d.
- Faculty issues, 1998-99
- Follow-up evaluation, 1998-99
- Materials transmittal letter, 1999
- May term, 1999

Series 7: Faculty and Staff Associations

1951-81, 1983, 1985-88, 1990-2007, n.d. 2.50 linear feet of textual records, one CD of audiovisual material.

The records in this series were created by members of faculty and staff professional groups. These groups worked to support employees of the College and to liaise between employees and administration. Materials are arranged first by category – general, staff, then faculty – and then chronologically.

Box 1
- Employee handbooks, 1959, 1961, 1968, 1970, 1985
- Personnel handbooks, 1966-68
- Correspondence re: AAS Degrees for instructors, 1970
- Association of Non-Teaching Professionals – Correspondence, policies, 1974-76
- Policies and procedures manual for classified personnel, 1978
- Clubs and organization policies and procedures, 1996-97
- Final report – Job evaluation process review team, 1999
- Association of College Unions International directory, 1974-77
- Association of College Unions International conference proceedings, 1977, 1979, 1988, 1992 (2 f.)
- Association of Non-Teaching Professionals handbook and professional development plan, 1977
- Staff Association
    - Professional Staff Association handbook, 1978
    - UTC Staff Association handbook, 1978
    - Correspondence, 1983, 1986-88, 1990-93, 1996, 1998-2000, n.d.
    - Newsletters, 1992, 1995, 1997, 2004-07

CD Box 2
- Staff Association – SLCC New staff orientation, 1997

Box 1 (cont.)
- Staff Association
    - Executive board, 2001-04
    - Executive board meeting minutes and Board of Trustees reports, 2003-04
- Faculty Association
    - Faculty workload and salary systems, 1951-80, 1989-91, 1997-01
    - Duties and responsibilities of an instructor, 1953, 1955, 1962, 1965, n.d.
    - Faculty handbook, 1972-74
    - Faculty Credentials Committee handbook (draft), 1974
    - Academic freedom, professional responsibility, and tenure, 1974
    - Faculty tenure document, reviews, 1981, 1988, 1990, 1994-96
    - Teaching professionals handbook, 1985
    - New faculty orientation, 1990, 1992, 1996-97
    - Handbook for cooperative education faculty coordinators, 1990
    - Evaluation of the SLCC faculty assessment program, 1992
    - Faculty activity survey, 1992
    - Adjunct faculty handbook, 1992-93
    - Contract overload – Adjunct faculty report, 1993
    - Faculty activity report, 1993

Box 2
- Faculty Association
    - Faculty information booklet, 1993-94
    - IDEA Faculty evaluation system, 1993-94
    - Faculty conference grant program, 1994
    - Faculty climate survey, 1994
    - Contract overload – Adjunct faculty report, 1994
    - Faculty activity report, 1994 (2 f.)
    - SLCC Faculty handbook (draft), 1994 (2 f.)
    - Sabbatical leave policy, 1994-97
    - Faculty and staff rank, tenure, educational backgrounds, 1995
    - Faculty activity report, 1995
    - Newsletters, 1990-91, 1995-96, 2000, 2005
    - Adjunct faculty resource booklet, 1995-99
    - IAS Instruction rating report, 1996
    - Key performance indicators, 1996-97
    - Faculty load report, 1996-98
    - Faculty Teaching and Learning Center director selection, 1997
    - *Eclectic* journal proposal, 1997
    - Faculty Teaching and Learning Center adjunct development in pedagogy report, 1997
    - Faculty Teaching and Learning Center opening program and program series, 1997-98
    - Learning communities ad hoc committee proposal, 1998
    - Faculty Association / American Federation of Teachers affiliation, 1998
    - Faculty Teaching and Learning Center Course Instructor Resource Manuals pilot project, 1998

Box 2 (cont.)
- Meeting agendas, 1998, 2000-01
- Faculty Association constitutional review, 1999
- *Common Ground*, 1999
- Summer contracts, 1999
- Teacher research project proposals, 1999
- *The Faculty Advocate*, 1999-2004
- Full-time faculty resource booklet, 1999-2001 (4 f.)
- Faculty cooperative education coordinator performance standards, n.d.
- Faculty grievance procedure, n.d.

Series 8: Faculty Senate

1982-2003. 0.93 linear feet of textual records.

Faculty Senate records are the papers of the College Faculty Senate and its committees. Included here are meeting minutes, agendas, correspondence, reports, and handbooks. Materials are arranged chronologically.

Box 1
- College Senate fact sheet, n.d.
- College Senate bylaws, 1982
- College Senate constitution, meeting minutes, elections, 1983
- College Senate meeting minutes, agendas, correspondence, 1984-90 (5 f.)
- Faculty Senate supporting documents, 1983-84, 1989
- College and Public Relations at SLCC: A Presentation to the College Senate, 1987
- Faculty Senate constitution, n.d.
- Faculty Senate meeting minutes, agendas, correspondence, 1991-92, 1994-97
- Faculty Senate handbook, 1994-95, 1997-98
- Vote of confidence, 1996
- Faculty Senate constitution and bylaws, 1997-98
- Faculty Senate meeting minutes, agendas, correspondence, 1998-2003 (2 f.)
- Appointment, Promotion, Academic Freedom, and Tenure Committee, 1992, 1999
- Adjunct Issues Committee, 1996, 1998, 2000-01
- General Requirements Committee, 1997
- Constitutional Review, Apportionment, and Organizational Committee, 1997-98, 2000
- Computer Literacy Requirements Subcommittee, 1997-99
- Rules Committee, 1999-2000
- Curriculum Committee meeting minutes, agendas, correspondence, 1990, 1992-97 (2 f.)
- Curriculum Committee curriculum process, 1998
- Curriculum Committee meeting minutes, agendas, correspondence, 1998-2001 (2 f.)
- Curriculum Committee year-end report, 2000
- Curriculum Committee handbook, 2000
- Leadership Committee meeting minutes, 2001

Series 9: Institutional Advancement (Includes marketing, audiovisual, etc.)

1981-2000, 2011, 2014, n.d. 0.31 linear feet of textual records.
Institutional Advancement includes the records from the Institutional Advancement office, which includes the departments of Institutional Development, Institutional Marketing and Communication, Special Events, and Printing Services. These records document the College's work to promote itself within the community. Materials are arranged first by type and then chronologically.

Box 1
- College accomplishments, pamphlets, 1981-90
- College accomplishments, 1985-94, 1996-99
- Academic Vice President accomplishments and goals, 1989-90, 1992-94, 1997-98
- School accomplishments by academic area, 1991-94
- Sandy Center accomplishments and goals, 1991-94
- Learning resources accomplishments and goals, 1992-94
- Academic accomplishments, 1993-94
- Faculty Support accomplishments, 1994-95, n.d.
- Graphic Standards and Procedures manual, 1988
- Institutional Marketing brand guide, 1992, 2000, n.d.
- Institutional public relations and marketing plan, 1988
- Filming agreements re: Commercial, 1992-93, 1995
- Marketing and advertising awards, 2011
- Core Themes pamphlet, 2014

Slide Box 1
- Logos, 1989, 1991, n.d.

Series 10: Legal Constituting Documents, College

1968, 1973, 1980, 1985, 1992-98, 2001, 2004, 2006-07, 2009-10, n.d. 0.13 linear feet of textual records.
Legal Constituting Documents includes records which document the College's legal standing and structure. Materials are arranged chronologically.

Box 1
- UTC Policies and procedures, 1968
- Lawsuit instructions pamphlet, n.d.
- Utah Higher Education Act of 1969 booklet, 1973
- Certificate of incorporation for UTECO Foundation, 1980
- Administrative organizational charts, 1985, 1993-98, 2004, 2006-07, n.d.
- Administrative reorganization, 1992
- Physical Therapy Assistant program clinical education agreement, 1994
- Administrative reorganization, 2001
- Directory of department chairs, 2009
- Decision-making structure, 2010
- Campus Compacts, 2016, n.d.

Series 11: Presidents' Tenure

1945, 1947-84, 1986-91, 1994-95, 1997, 1999-2001, 2005-08, 2010, n.d. 22.51 linear feet of textual records, 2 linear inches of audiovisual material on CD and DVD, and 6.25 linear inches of photographic slides.

The Presidents' Tenure records house materials created by the office of the president or by other bodies to document the work of the College president. Materials are arranged chronologically.

Box 1
- Applicants for position of President, 1949
- Presidential search committee, 1990
- Presidential portraits, n.d.

Slide Box 1 (cont.)
- Photographs of presidents, n.d. (34 slides)

Subseries A: Howard B. Gundersen
Box 1 (cont.)
- Photos – Nelson and Gundersen, n.d.

Subseries B: Jay L. Nelson
Box 1
- Annual report to the Secretary of State, 1945, 1954, 1956-66
- Utah State Plan for Vocational Education, 1947-1952

Box 18
- Check record, 1948-67
- Oversize photograph of Jay L. Nelson delivering a speech, n.d.
- Oversize photograph of Jay L. Nelson, Howard Gunderson, and Dale Cowgill, n.d.
- Framed photograph of Jay L. Nelson receiving the Governor's Vocational Craftsman Award, n.d.

Box 1 (cont.)
- UTC presentation 1948-78, n.d.
- Day school registration reports, 1948-68 (6 f.)

Box 15
- Check record, 1949-59

Box 1 (cont.)
- Night school registration reports, 1949-72 (5 f.)
- High school enrollment, 1949-62
- Various programs and publications, 1950-57, 1960, 1976
- Legislative data, 1951
- Job descriptions and employee classifications, 1951, 1953, 1962-64, 1967

Box 1 (cont.)
- Certification data, 1951-75
- Job descriptions, 1952-55, 1968
- File index system, 1952, 1957
- Request for approval and reimbursement of pilot and development courses, 1953
- Job descriptions and analyses, 1953, 1963
- Organizational charts, 1953, 1957-62, 1966
- Withdrawals and completions report, 1953-63
- Evaluation study of random classes, 1954-55

Box 17
- SLAV Day school departmental budget data, 1954-55

Box 2
- Evaluation study of random courses, 1954-55
- Registration reports, 1954-64
- Certification of teachers, instructors, supervisors, 1954-77, n.d.
- Tenure and academic freedom, 1955-57, 1961-62, 1964 (2 f.)
- Education Association, 1955-70
- Percentage of attendance, 1956-58, 1968
- Utah school reports, 1956-64, 1966
- Special reports requests, 1956-74
- Job descriptions, 1957-66
- Student questionnaires, 1957-68
- Notebook – conference notes, 1958
- Vocational rehabilitation enrollment, 1958-59
- Stories, 1958-62
- SLTTI Enrollment, 1958-71 (2 f.)
- Advisory Committee agendas, correspondence, meeting minutes, notes, 1959-78, n.d. (2 f)
- Course outlines, 1959-61, 1964-66 (2 f.)

Box 16
- Check record, 1959-63

Box 2 (cont.)
- Chart of accounts, 1959-72
- Educational excellence, 1960
- Legal liability of job training, 1960
- American Vocational Association convention, "Technical Education Beyond High School," 1960
- School drop-out numbers for Salt Lake County, 1960
- Criteria for determining the value of work experience for teachers of trade and industrial education, 1960
- Address by Dr. Jean Paul Mather, 1960
- Elements of an effective public relations program, 1960
- Conant, "Vocational Education and the National Need," 1960
- Utah Vocational Education Challenge, 1960
- Enrollment statewide, graphs and tables, 1960-62
- Class schedules and enrollment, 1960-62 (2 f.)

Box 3

- Class schedules and enrollment, 1962-66 (4 f.)
- Fiscal summaries and analysis, 1960-62
- Annual report of enrollment in junior colleges and vocational schools, 1960-62
- Instructional staff and salaries, 1960-65
- Coordinating Council, 1960-68 (3 f.)
- Occupational outlook, 1960-70
- Department inspection forms, 1960
- Distributive education, 1960-61
- Utah employment changes, 1960-62
- Address by Christensen, "A Golden Word for Education," 1961
- Female enrollments in 1960, 1961
- Expanding needs in the health field, 1961
- "A Look at Business Education in High School," 1961
- Full-time equivalent computing enrollment, 1961, 1966, 1969, 1980
- Committee assignments, 1961, 1971, 1974-75
- History of the College, 1961, 1967-68, 1971, 1976
- Coordinating Council, analysis of new full-time faculty members,1961-62
- Fiscal summary and analysis, 1961-63
- Utah Coordinating Council of Higher Education, 1961-65
- Trade and industrial education meetings, 1961-65 (2 f.)
- Salary data, 1961-72
- President's Panel of Consultants for Vocational Education Committee, 1962
- Annual departmental report, 1962
- First aid questionnaire, 1962
- Study of mechanical drafting rehabilitation students, 1962
- Appraisal of instruction, 1962
- Annual financial report of junior colleges and vocational education, 1962
- American Society of Training Directories, 1962, n.d.
- Fiscal data, 1949-72, n.d. (3 f.)

Box 4

- Budget analysis for 1963-64 and 1964-65, 1962
- Job descriptions, 1962, 1965-66, 1968-69 (2 f.)
- Follow-up with department of health education and welfare, 1963
- Personnel job breakdowns, 1963
- Retraining information, 1963
- Master plan for higher education in Utah, 1963, 1968-69
- Annual enrollment analysis, 1963-65, 1973
- Federal legislation re: Vocational education, 1963-68
- Accreditation reports, 1963-1969
- Payroll information, 1963-73
- Sabbatical leave policy, 1964
- Fire instructor school, 1964
- Education Association, 1964
- Supervision materials, 1964
- All personnel meeting, evaluation of enrollment, 1964
- Budget analysis for 1963-65 and 1965-67, 1964

Box 4 (cont.)
- Policy memos, 1964, 1967-68, 1970, 1972, 1975, n.d. (2 f.)
- Roster of forms, 1964-65, 1972, n.d.
- Registration reports, 1964-67, 1971
- All personnel meetings, 1964-68
- Institute correspondence, meetings, remarks, 1964-75
- Salary schedule, 1964-77, n.d.
- Trade Tech vs. junior colleges, 1965
- Supervisor materials, 1965
- History classifications, 1965
- Ten-year building program, 1965
- Historical plans and projections, 1965-66, 1994
- Registration reports, 1965-72 (2 f.)
- Staff reports, 1965-69 (2 f.)
- State Department, 1965-75

Box 5
- American Vocational Association, 1966
- Information on school, 1966
- Utah Coordinating Council of Higher Education, 1966
- Authorized positions, 1966, 1968
- Higher Education General Information Survey reports, 1966, 1970-75
- Post-secondary reimbursable programs report, 1966-67
- Reimbursable programs report, 1966-69

Box 12
- Projector slides, "Supervising to get better teaching," 1966
- Accreditation self-evaluation, 1967

Box 5 (cont.)
- UTC Self-evaluation report, 1967 (4 f.)
- Accreditation self-study, 1967 (2 f.)
- UTC Evaluation report, 1967
- Evaluation committee report, 1967
- Exempt classes of positions, 1967
- Ten-year building program, 1967
- Post-secondary reimbursable programs, 1967-68 (3 f.)
- UTC Supervisory training and technical courses, 1967-70
- Full-time equivalent reports, 1967-72 (2 f.)
- Personnel lists and information, 1967-75
- Basic enrollment data for Utah public schools, 1968
- Lecture series, 1968
- Payroll information, 1968
- Enrollment letter, 1968, n.d.
- Utah's master plan for higher education, 1968

Box 6

- Senate Committee meeting minutes, 1968, 1972-74
- Vocational education effectiveness follow-up survey, 1968-72
- Registration reports, 1968-73
- Department of finance, 1968-74
- Salary schedule, 1968-72
- UTC Self-evaluation, 1969
- Northwest—Report of the evaluation committee, 1969
- Ten-year building program, 1969
- Related enrollment, 1969
- UTC Self-evaluation report, 1969
- Education system research, 1969 (2 f.)
- Utah State Board for Vocational Education budget report, 1969-70
- Enrollment analysis, 1969-73
- Salaries and contract committee, 1969-72
- Committees, 1969-77
- Motivational cards, n.d.
- Decal information, n.d.
- Tentative constitution of the Utah Vocational Association, n.d.
- Food service training brochures, n.d.
- Proposed policies related to adult high school completion programs, n.d.
- SLTTI Enrollment and withdrawal cards, n.d.
- "But What About Utah's Vital 80%?," 1970
- UTC Progress report, 1970
- Opening fall enrollment, 1970-72
- Personal ethic code and reports, 1970-2
- Ethnic backgrounds compliance reports, 1970-73
- General information survey – Adult continuing education activities in institutions of higher education, 1970-73
- Autumn quarter enrollment report, 1970-73
- Payroll changes, 1970-74
- Ten-year building program, 1971
- UTC Accreditation progress report, 1971
- Vocational and technical education annual evaluation report, 1971
- "Career education: An Idea Whose Time has Come," 1971, 1977
- Evening program enrollment, 1971-75
- Mountain States Association of Community Colleges, 1974-75 (2 f.)

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- Mountain States Association of Community Colleges, 1976-78 (2 f.)
- Residence and migration, 1972
- "The Pursuit of Happiness," 1972
- Supervisory development and technical courses, fall quarter, 1972
- Meetings, registration, 1972
- Meetings, code of professional responsibility, 1972
- Day planners, 1972, 1977
- Miscellaneous reports, 1972-73
- Quarterly enrollments reports, 1972-73

Box 7 (cont.)
- Higher board enrollment reports, 1972-73
- Fiscal meeting minutes, 1972-75
- Meetings, Catalog Committee, 1972-75
- Federal report, 1972-73
- Enrollment projections, 1972-73
- Enrollment reports, 1972-76
- Workload and tenure committee, 1973
- Ten-year building program, 1973
- Opening fall enrollment in higher education, 1973
- Ethnic backgrounds, 1973-74
- Questionnaire, 1973-74
- Fall quarter classes reporting purposes, 1973-74
- Higher board quarterly enrollment reports, 1973-74
- "The Good Life: How Does it Happen?," 1973-74
- Summer registration, 1973-74
- Chart of accounts, 1973-75
- Registration reports, 1973-75
- Census reports, 1974
- Engineering Manpower Commission engineering technology report, 1974
- Health, Education and Welfare Office civil rights survey, 1974
- Utah System of Higher Education summer enrollment reports, 1974
- UTC Self-evaluation, 1974
- Higher education policy statement, 1974
- UTC Policy statement, 1974
- ACT Special report, University of Cincinnati, 1974-75
- Ethnic group reports and information, 1974-75
- Health, Education and Welfare Office compliance report on civil rights, 1974-75
- American Association of Community and Junior Colleges directory report, 1975
- Annual enrollments analysis, 1975
- Master planning for post-secondary education in Utah, 1975
- Vocational Industrial Clubs of America, 1975-79
- Provo High School class of 1931 45th reunion, 1976
- Western Association of Schools and Colleges, 1976, 1978-81 (2 f.)
- Northwest – Self-evaluation report and exhibits, 1977
- Summer Objectives, 1977

Box 8
- Ten-year building program, 1977
- Personnel memos, 1977-81 (3 f.)
- Advisory Council, 1978
- Governance, 1978
- Ten-year building program, 1978
- Nelson – Finances and retirement notes, 1978, 1981-83
- Northwest Association of Schools and Colleges newsletters, 1978-80
- UTC Budget information, 1979-80
- Consortium of California State Universities and Colleges external evaluation of consortium programs, 1979-80

Box 8 (cont.)
- Travel requests, 1979-82
- UTC Logos and Nelson's memo, n.d.
- Committee to Study Vocational Education, subcommittee, n.d.
- Apprenticeship information, n.d.
- Presidential search committee (post-1978), n.d.
- Board of Regents, "The Comprehensive Community College Problems and Prospects," 1980
- A Call for Change – Annual evaluation report, 1980
- Utah State annual budget, 1980-81
- Consortium of California State Universities and Colleges institutional self-study, 1981
- Professional Organizations
    - Military Affairs Committee, 1980-81
    - Kiwanis Club, 1970-81
    - Reserve Officers Association, 1963-66, 1968-70, 1972, n.d.
- Speech notes, reference materials, 1949-68 (6 f.)

Box 9
- Speeches, 1964-80, 1990, n.d. (3 f.)
- Research on other institutions
    - Central Utah Vocational School, 1961-63, n.d.
    - Utah State University pamphlet and brochure, 1963
    - Welctech College, 1963
    - Weber College, 1964
    - Utah State University and the Challenge of Utah's Future, 1965
    - Lane Community College evaluation committee report, 1974
    - Clackamas Community College accreditation team visit, 1976
    - Billings Vocational Technical Center analysis report, 1976
    - Bassist Institute, 1977
    - Fort Wright College evaluation committee report, 1978
    - Eastern Idaho Vocational Technical accreditation review, 1978
    - Big Bend Community College self-evaluation, 1978 (2 f.)
    - Renton Vocational Technical Institute, 1978-79 (6 f.)
    - American Samoa Community college, 1978-79
    - Kodiak Community College, 1978-79 (2 f.)
    - Missoula Vocational Technical Center institutional self-study, 1979 (2 f.)
    - Butte Vocational Technical Center accreditation, 1979-80
    - Olympia Technical Community College, 1980
    - Snow College, 1980
    - Utah Trade Technical Institution at Provo pamphlets and brochures, n.d.
    - Central Utah Vocational School pamphlets, n.d.
- Conferences, conventions, and workshops papers
    - Utah State University agri-industry conference, 1962
    - Industrial Education Workshop – Development of supervisory skills and techniques, 1965
    - Utah Education Association convention, 1965-66 (2 f.)
    - Utah State University workshop, 1966
    - Utah State University workshop on technical education, 1967

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- Conferences, conventions, and workshops papers
    - Kentucky workshop, 1968 (2 f.)
    - Arkansas workshop, 1969 (5 f.)
    - National Conference on Accreditation of Public Post-Secondary Occupational Education, 1970 (2 f.)
    - First National Automotive Conference, 1974
    - Vocational Industrial Clubs of America conferences, 1975-78
    - Commission on Colleges conference, 1978 (6 f.)
    - Various conferences, 1979, n.d.
    - American Vocational Association annual convention, 1981
    - To the World of Work conference, n.d.

Box 11
- Personal research for *The First Thirty Years*
    - College history drafts and correspondence, 1970s
    - UTC "History," Volume 1, Part A, 1948-51, 1969-71, n.d.
    - UTC "History," Volume 1, Part A, n.d.
    - UTC "History," Volume 2, 1951, 1974, 1978-79, n.d.
    - History of UTC, chapter drafts, 1950-52, 1961, 1963-68, 1970-74, 1975-81, n.d. (24 f.)
    - Cost and enrollment transparencies, n.d.
    - Day registration, 1968-72 (3 f.)
    - Newspaper clippings

Box 19
- Personal research for *The First Thirty Years*
    - History of UTC, research, 1948-79, n.d.
    - SLTTI History, 1965-76
    - *The First Thirty Years* publicity and correspondence, 1982
    - List of photographs in *The First Thirty Years*, n.d.
- Biographical information – Jay L. Nelson, 1976, 1981, n.d.
- Obituary – Jay L. Nelson, 2001
- Publicity, 1948-98
- College award ceremonies, recognition banquets, and other events, 1968-69, 1972, 1977-78, 1996
- Correspondence, 1965-66, 1968-70, 1972, 1974-78, 1988
- Payroll list, 1974

Box 13
- Correspondence, 1947-51, 1955, 1966-68, 1970-75, 1977-82, n.d. (2 f.)
- Correspondence re: DECA, 1978
- Correspondence working copies, 1965-1968, 1973, 1975-76 (20 f.)

Box 14
- Correspondence working copies, 1976-78 (24 f.)

Box 20
- Jay L. Nelson's rolodex, n.d.

CD Box 2 (cont.)
- Interview with Jay L. Nelson, 1994

Subseries C: Dale S. Cowgill
Box 1 (cont.)
- Biographical information, 1978
- Inauguration programs, 1979
- Reorganization memo, 1979-80
- Resignation letter, 1980
- Photographs, n.d.
- Photograph – Gunderson, Nelson, and Cowgill, n.d.

Box 2
- Inaugural medallion for Dr. Dale S. Cowgill, framed, 1979

Subseries D: James R. Schnirel
Box 1 (cont.)
- James R. Schnirel, 1981, 1986
- Photographs, n.d.

Box 2 (cont.)
- Portrait of James R. Schnirel, n.d.

Slide Box 1 (cont.)
- Photographs of James R. Schnirel, 1986 (5 slides)

Subseries E: Orville D. Carnahan
Box 1 (cont.)
- Biographical information, 1979, 1981-82, 1984, 1990, n.d.
- Inauguration programs, 1981
- Inaugural address, 1981
- Speeches and correspondence, 1982-84, 1986-89, n.d.
- Photographs, n.d.
- New challenges letter, n.d.
- Retirement announcement, 1990
- Obituary, 2001

CD Box 2 (cont.)
- Interview with Orville Carnahan, n.d. (2 discs)

Subseries F: Heber T. Hunt
Box 1 (cont.)
- Photographs, n.d.

Subseries G: Frank W. Budd
Box 1 (cont.)
- Background information, 1990, 1997, n.d.
- Preparation for inauguration, 1991
- Inauguration programs, 1991
- Correspondence, 1995, 1997
- President's Club dinner, 1999
- Retirement celebrations, 2000

Box 3
- Frank W. Budd, portraits, 1992, n.d.
- Frank W. Budd, events, 2000, n.d.

Slide Box 1 (cont.)
- Photographs of President Budd's inauguration, 1991 (58 slides)

Subseries H: H. Lynn Cundiff
Box 1 (cont.)
- Inauguration program, 2001
- Reorganization, 2000-01
- Announcement of Cundiff, 2000
- Photographs, 2000

Box 4
- H. Lynn Cundiff, events, 2000-02, n.d.

CD Box 2 (cont.)
- Inauguration of President H. Lynn Cundiff, 2001 (2 discs)

Subseries I: Judd Morgan
Box 1 (cont.)
- Correspondence, 2004
- "One Last Fling" pancake breakfast photographs, 2005
- Photographs, n.d.

Subseries J: Cynthia Bioteau
Box 1 (cont.)
- Inauguration, 2006

CD Box 2 (cont.)
- Inauguration of Cynthia Bioteau DVD, 2006 (5 discs)

Box 1 (cont.)
- Standing committees, 2006, 2010

Box 1 (cont.)
- Correspondence, 2005, 2007-08, 2010

Box 2 (cont.)
- Portraits of Cynthia Bioteau, n.d.

Subseries K: Deneece Huftalin
Box 1 (cont.)
- Inauguration program, 2015

Series 12: Student Government

1948-2010, n.d. 0.10 linear feet of textual materials.
The Student Government papers document the work of the student governing body and its members. Materials are arranged chronologically.

Box 1
- Student government officers list, 1948-2010
- "Meet the Focus Party" pamphlet, n.d.
- Student Government news, 1968, 1970, 1972, 1998, 2000-01, 2006, 2008
- Associated Students handbooks, 1978-79, 1993-95 (2 f.)
- Liu Vakapuna – Commencement speech, 2010
- Current student body officers poster, 1955-56

Series 13: Photographic Materials

1952, 1954, 1956-57, 1960-65, 1968-69, 1972, 1975, 1979, 1981-85, 1988-94, 1996, 1998-2001, n.d. 0.69 linear feet of photographic materials.
The Photographic Materials series houses photographs relating to administrative members and their actions. Materials are arranged chronologically.

Box 1
- President Howard Gundersen, n.d.
- President Jay L. Nelson, n.d.
- Student body officers, 1952, 1954, 1956-57, 1960-63, 1965, 1969, 1972, 2000, n.d.
- Area Board of Control, 1956
- Alumni Council, 1961-62, 1964, 1969, 1972, 1983, n.d.
- Advisory Council, 1968, 1975, n.d.
- Utah State Board of Education, 1975
- President Dale S. Cowgill – Inauguration, 1979
- President Dale S. Cowgill, n.d.
- President Orville D. Carnahan – Inauguration, 1981
- President Orville D. Carnahan, 1981, 1985, 1988-90, n.d.
- Northwest Accreditation self-study group, 1982

Box 1 (cont.)
- Presidents, multiple, 1984, 1991, 1999, n.d.
- Executive student officers, 1989, n.d.
- President Heber T. Hunt, n.d.
- Student Association, 1990, 1993-94, n.d.
- Student body executive council, 1990, 1998-99, n.d.

Box 2
- Portraits, 1990, 2000, n.d.
- President Frank W. Budd – Inauguration, 1991
- President Frank W. Budd, n.d.
- Presidential Cabinet (Executive Cabinet), 1996, 2000
- Board of Trustees, 1996, 2000-01
- Staff Association officers, 2000
- President H. Lynn Cundiff – Inauguration, 2001
- President H. Lynn Cundiff, 2000-01, n.d.
- President Judd D. Morgan, n.d.
- Board of Regents, n.d.
- Institutional Council, n.d.
- Curtis Smout, College Center Director, n.d.
- Board of Trustees Portraits, n.d.

Box 3
- Student Senate, 1989, 1992, n.d.
- College Activities Board, 1989-93, n.d.
- Board of Trustees, 1996, 2000-01