

0.A.1 Worksheet A.1

*The institution satisfies each eligibility requirement for a Candidate of Accreditation. To be eligible for consideration by the Commission for candidacy for accreditation (pre-accreditation status), an institution must: **Meet the Council's definition of "institution" as described in the Handbook of Accreditation.***

Exhibit 0.A.1 Worksheet A.1.1 — About Page on the College's Website with a physical address and a picture of the Main Campus in the background

The screenshot shows the 'About' page of the Southwest Technical College website. At the top, there is a navigation bar with links for CERTIFICATES, COMMUNITY & BUSINESS, ADMISSIONS, CURRENT STUDENTS, COLLEGE INFO (which is highlighted in blue), and a search icon. Below the navigation is a large banner featuring a portrait of President Brennan Wood on the left and a photograph of the college building on the right. The building has large windows and a modern design. Overlaid on the banner is the text 'SOUTHWEST TECHNICAL COLLEGE'. Below the banner, there is a quote from the president: "I hope that you will want to become part of the Southwest Tech family and that the education and experience you gain will lead to both personal and professional growth." followed by a dash and the name 'Brennan Wood, President'. At the bottom of the page, there are two columns. The left column contains the heading 'ABOUT SOUTHWEST TECH' and a paragraph about the college's mission and offerings. The right column contains the heading 'CAMPUS LOCATIONS:' followed by the college's name, address, and phone number.

ABOUT SOUTHWEST TECH

Southwest Technical College is proud to be your local, accredited technical college. We serve Iron, Beaver, Garfield, and Kane counties providing technical, competency-based, employer-driven education. We offer year-round schedules, flexible lab and classroom hours, and a large selection of courses and programs. Southwest Tech is affordable, local and we support high school and adult students in exploring, developing, and upgrading careers.

CAMPUS LOCATIONS:

Southwest Technical College – Main Campus
757 W 800 S
Cedar City, UT 84720
435.586.2899

Source: <https://stech.edu/about/>

CONDITIONS

Exhibit 0.A.1 Worksheet A.1.2 — Campus Map



Source: [HPTB – Main Campus Map](#). Additional campus maps are available [here](#).

Exhibit 0.A.1 Worksheet A.1.3 — Schedule showing designated physical areas for instruction

DEPARTMENT LAB SCHEDULE						
Department	Start Date	Stop Date	Day of Week	Start Time	Stop Time	Room
Automation Technology Health Professions and Trades Building	7-1-2024	6-30-2025	Mo, Tu, W, Th	8:00 AM	11:00 AM	HPTB-127A
				3:00 PM	6:00 PM	
	7-1-2024	6-30-2025	Fr	8:00 AM	11:00 AM	
				1:00 PM	4:00 PM	
Automotive Technician Automotive & Technology Building	7-1-2024	6-30-2025	Mo, Tu, W, Th	8:00 AM	12:00 PM	AUTO-119
				1:00 PM	5:00 PM	
	7-1-2024	6-30-2025	Fr	8:00 AM	12:00 PM	
Information Technology Health Professions and Trades Building	7-1-2024	6-30-2025	Mo, Tu, W, Th, Fr	8:00 AM	11:00 AM	AUTO-101
				12:00 PM	3:00 PM	
	7-1-2024	6-30-2025	Mo, Tu, W, Th	8:00 AM	11:00 AM	
				12:00 PM	3:00 PM	
Software Development Health Professions and Trades Building	7-1-2024	6-30-2025	Mo, Tu, W, Th	4:00 PM	7:00 PM	AUTO-103
				Fr	8:00 AM	
	7-1-2024	6-30-2025				

Source: <https://stech.edu/course-schedules/>

Exhibit 0.A.1 Worksheet A.1.4 — Faculty and Staff page on Website

FACULTY AND STAFF

ADMINISTRATION

				
Brennan Wood <i>College President</i>	Valerie Stringfellow <i>Executive Assistant to Administration</i>	James Mullenaux <i>VP of Student & College Services</i>	Clarissa Crosby <i>VP of Finance & Operations</i>	Scott Leavitt <i>VP of Academics</i>

HUMAN RESOURCES & FINANCE

Source: <https://stech.edu/about/faculty-and-staff/>

Exhibit 0.A.1 Worksheet A.1.5 — Mission Statement as posted on the College website

The screenshot shows the official website of Southwest Technical College. At the top, there is a header bar with contact information ('CEDAR CITY, UT | (435) 586-2899' and email 'info@stech.edu'), navigation links ('Course Schedules', 'Canvas', 'Student Portal', etc.), and a logo for 'SOUTHWEST TECH'. Below the header, there are dropdown menus for 'CERTIFICATES', 'COMMUNITY & BUSINESS', 'ADMISSIONS', and 'CURRENT STUDENTS'. The main content area features a large red-bordered box containing the 'OUR MISSION' section. This section includes a mission statement: 'Empowering individuals through innovative, hands-on technical education to build careers and strengthen communities.' Below this, another red-bordered box contains the 'OUR VISION' section, which lists the college's goals.

OUR MISSION

Empowering individuals through innovative, hands-on technical education to build careers and strengthen communities.

OUR VISION

Southwest Technical College will:

- Continue to be the region's recognized leader in providing top-quality technical education
- Focus its efforts on meeting the needs of students and employers
- Treat students and employees with respect and dignity
- Work as a unified team to accomplish its goals
- Set an example of hard work, enthusiasm, and dedication
- Conduct its business in accordance with high ethical standards

Source: <https://stech.edu/about/>

Exhibit 0.A.1 Worksheet A.1.6 — Utah Code 53B-2a-105 Technical Colleges***Effective 7/1/2020*****53B-2a-105. Technical colleges.**

Utah has the following technical colleges:

- (1) Bridgerland Technical College, which serves the geographic area encompassing:
 - (a) the Box Elder School District;
 - (b) the Cache School District;
 - (c) the Logan School District; and
 - (d) the Rich School District;
- (2) Ogden-Weber Technical College, which serves the geographic area encompassing:
 - (a) the Ogden City School District; and
 - (b) the Weber School District;
- (3) Davis Technical College, which serves the geographic area encompassing:
 - (a) the Davis School District; and
 - (b) the Morgan School District;
- (4) Tooele Technical College, which serves the geographic area encompassing the Tooele County School District;
- (5) Mountainland Technical College, which serves the geographic area encompassing:
 - (a) the Alpine School District;
 - (b) the Nebo School District;
 - (c) the Provo School District;
 - (d) the South Summit School District;
 - (e) the North Summit School District;
 - (f) the Wasatch School District; and
 - (g) the Park City School District;
- (6) Uintah Basin Technical College, which serves the geographic area encompassing:
 - (a) the Daggett School District;
 - (b) the Duchesne School District; and
 - (c) the Uintah School District;
- (7) Southwest Technical College, which serves the geographic area encompassing:
 - (a) the Beaver School District;
 - (b) the Garfield School District;
 - (c) the Iron School District; and
 - (d) the Kane School District; and
- (8) Dixie Technical College, which serves the geographic area encompassing the Washington School District.

Amended by Chapter 365, 2020 General Session

Source: [Utah Code](#)

Exhibit 0.A.1 Worksheet A.1.7 — Utah Code 53B-2a-106 Technical colleges -- Duties

Effective 7/1/2020	
53B-2a-106. Technical colleges -- Duties.	
(1) Each technical college shall, within the geographic area served by the technical college:	
(a) offer technical education programs;	
(b) offer a program described in Subsection (1)(a) at:	
(i) low cost to adult students, as approved by the board; and	
(ii) no tuition to secondary students;	
(c) develop cooperative agreements with school districts, charter schools, other higher education institutions, businesses, industries, and community and private agencies to maximize the availability of instructional facilities within the geographic area served by the technical college; and	
(d) after consulting with school districts and charter schools within the geographic area served by the technical college:	
(i) ensure that secondary students in the public education system have access to technical education at the technical college; and	
(ii) prepare and submit an annual report to the board detailing:	
(A) how the technical education needs of secondary students within the region are being met;	
(B) what access secondary students within the region have to programs offered at the technical college;	
(C) how the technical college emphasizes high demand, high wage, high skill jobs in business and industry; and	
(D) student tuition and fees.	
(2) A technical college may offer:	
(a) a competency-based high school diploma approved by the State Board of Education in accordance with Section 53E-3-501;	
(b) basic instruction in areas such as reading, language arts, and mathematics that are necessary for student success in a chosen technical education or job-related program;	
(c) courses of interest when similar offerings to the community are limited and courses are financially self-supporting; and	
(d) secondary school level courses through the Statewide Online Education Program in accordance with Section 53F-4-504.	

Source: [Utah Code](#)

Exhibit 0.A.1 Worksheet A.1.8 — COE EdVera Approved Program List

Southwest Technical College								
	<input type="checkbox"/> Profile	<input type="checkbox"/> Locations	<input type="checkbox"/> Programs	<input type="checkbox"/> Users	Status: Accredited			
	<input type="checkbox"/> Active	<input type="checkbox"/> Deleted						
	<input type="checkbox"/> Search by: Institution Name or Program						<input type="button"/>	<input type="button"/>
	Organization							
	<input type="checkbox"/>	<input type="checkbox"/> Institution Name	<input type="checkbox"/> Location ID	<input type="checkbox"/> Program Name	<input type="checkbox"/> Status	<input type="checkbox"/> CIP Code	<input type="checkbox"/> Total Clock Hours	<input type="checkbox"/> Total Semester Hours
	<input type="checkbox"/>	Southwest Technical College	250800	Advanced Emergency Medical Technician	Active	51.0904	222	7
	<input type="checkbox"/>	Southwest Technical College	250800	Automation Technology	Active	47.0303	900	30
	<input type="checkbox"/>	Southwest Technical College	250800	Automotive Technician	Active	47.0604	1380	46
	<input type="checkbox"/>	Southwest Technical College	250800	Commercial Driver's License Class A	Active	49.0205	180	6
	<input type="checkbox"/>	Southwest Technical College	250815	Commercial Driver's License Class A	Active	49.0205	180	6
	<input type="checkbox"/>	Southwest Technical College	250800	Culinary Arts	Active	12.0503	930	30
	<input type="checkbox"/>	Southwest Technical College	250800	Electrical Apprenticeship	Active	46.0302	720	24
	<input type="checkbox"/>	Southwest Technical	250800	Emergency Medical Technician	Active	51.0904	192	6

Source: [EdVera](#)

Exhibit 0.A.1 Worksheet A.1.9 — Board of Trustees Bylaws

**Southwest Technical College
Board of Trustees Bylaws**

**ARTICLE I
Mission Statement**

MISSION: Empowering individuals through innovative, hands-on technical education to build careers and strengthen communities.

**ARTICLE II
Board of Directors Membership/Composition**

2.1 Title

The title of the board shall be the Southwest Technical College Board of Directors (Hereinafter referred to the Board).

2.2 Membership

Southwest Technical College shall have a board composed of the following 13 members.

2.2.1 Membership – Local School Board Representation

One elected member of the local school board for each school district in the following service region areas.

- a) The Beaver School District
- b) The Garfield School District
- c) The Iron County School District
- d) The Kane County School District

These members shall be appointed by the local school board to which they belong.

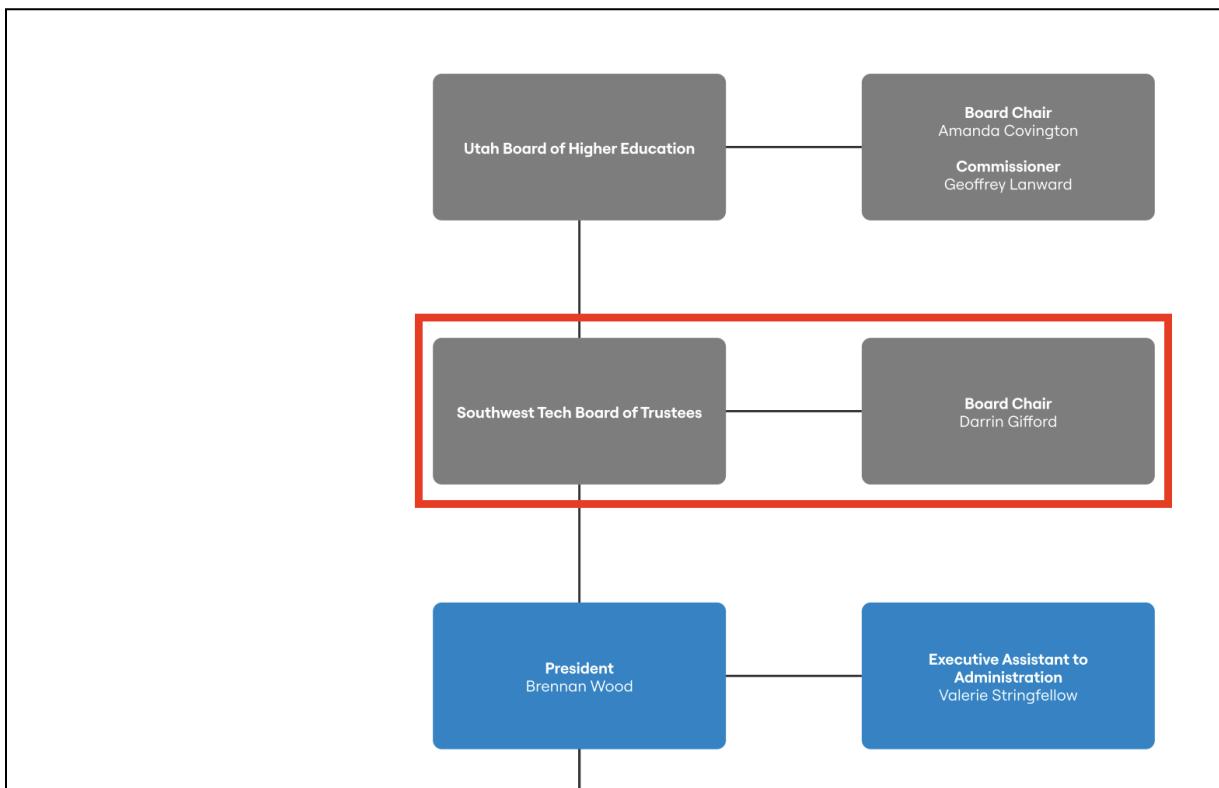
2.2.2 Membership – Southern Utah University Board of Trustees

One individual who is a member of the higher education institution board of trustees, appointed by the higher education institution board of trustees. If no member of the institution of higher education board of trustees lives within the technical college service area, the institution board of trustees may nominate an individual to be appointed by the governor with the consent of the Senate.

2.2.3 Membership – Business & Industry Representatives

Eight individuals representing business and industry, appointed by the governor with the consent of the Senate.

Source: [Board of Trustees Bylaws](#)

Exhibit 0.A.1 Worksheet A.1.10 — Organizational Chart Excerpt (Board of Directors)

Source: [Southwest Technical College Organizational Chart](#)

Exhibit 0.A.1 Worksheet A.1.11 — College President Job Description

JOB DESCRIPTION	
Institution:	Southwest Technical College
Position:	College President
Last Revised:	01/04/2024
Reports To:	Southwest Tech Board of Directors, Utah System of Technical Colleges Commissioner and Board of Trustees

Job Summary:

The technical college president (president) serves as the chief administrative officer of the college. He/she is appointed by the Utah System of Technical Colleges (USTC) Board of Trustees (Trustees) after consultation with the College Board of Directors. The president is an innovative leader committed to meeting the technical education needs of regional employers and being involved in strengthening business and industry competitiveness.

Source: [College President Job Description](#)

Exhibit 0.A.1 Worksheet A.1.12 — VP of Academics Job Description

JOB DESCRIPTION	
Institution:	Southwest Technical College
Position:	Vice President of Academics
Last Revised:	12/20/2023
Reports To:	College President

Job Summary:

The Vice President of Academics supports the College President in administering and directing College affairs. He/she also serves as the chief academic affairs officer for the college, directing academic program development and implementation, and faculty growth and development. This role administers the policies and procedures which apply to academic programs and faculty; and directs the planning, developing, and implementing of academic programs and courses to meet the present and future needs of the community, and comply with USTC and COE accreditation standards.

Source: [Vice President of Academics Job Description](#)

Exhibit 0.A.1 Worksheet A.1.13 — VP of Finance and Operations Job Description

JOB DESCRIPTION	
Institution:	Southwest Technical College
Position:	Vice President of Finance and Operations
Last Revised:	12/20/2023
Reports To:	College President

Job Summary:

The Director of Finance oversees the financial operations of the college and represents the college on various state and community committees as directed by the College President. This employee informs the College President of changes in trends, laws, rules and regulations in his/her area of expertise. The person in this role shall conduct his/her duties in full compliance with applicable federal and state law and local ordinance. He or she is accountable for developing long range plans and strategies for the development and use of the College's financial resources.

Source: [Vice President of Finance and Operations Job Description](#)

Exhibit 0.A.1 Worksheet A.1.14 — VP of Student and College Services Job Description

JOB DESCRIPTION	
Institution:	Southwest Technical College
Position:	Vice President of Student and College Services
Last Revised:	12/20/2023
Reports To:	College President

Job Summary:

Vice President of Student Services functions include recruitment, enrollment, development, and service programs that support the educational mission of the college. This role reinforces the policies and procedures that apply to student services; and coordinates the planning, developing, and implementing of student services to meet the present and future needs of the community in compliance with USTC and COE accreditation standards.

Source: [Vice President of Student and College Services Job Description](#)

Exhibit 0.A.1 Worksheet A.1.15 — Independent Auditor's Report in Annual Financial Report and Government Auditing Standards Report

STATE OF UTAH
OFFICE OF THE UTAH STATE AUDITOR



TINA M. CANNON
UTAH STATE AUDITOR

Independent Auditor's Report

To the Board of Trustees, Audit Committee

and

Brennan Wood, President

Southwest Technical College

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Southwest Technical College (College) as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the College's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the College, as of June 30, 2024, and the changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Source: [2024 Utah State Auditor's Report](#). Additional years of annual financial audits are available at this [link](#).