



UTAH SYSTEM OF  
HIGHER EDUCATION

# ANNUAL REPORT

December 2024

Utah Higher Education Corrections Council

## 2023-2024 Utah Higher Education and Corrections Council Annual Report

The Higher Education and Corrections Council (HECC) was created by [HB 226](#) in 2022 with Representative V. Lowry Snow as the sponsor and Senator Derrin R. Owens as the floor sponsor, “to advise the [Utah Board of Higher Education], the Education Interim Committee, and the Higher Education Appropriations Subcommittee regarding the development and delivery of accredited higher education curriculum to incarcerated individuals in the state correctional system” ([Utah Code 53B-35-201\(1\)](#)). The council’s statutory charge is to coordinate, facilitate, and support education to prepare for integration and productive employment upon release ([Utah Code 53B-35-202\(1\)](#)). They are to explore and provide recommendations to the Utah Board of Higher Education and the Utah Department of Corrections (UDC) for the delivery of higher education, collection and analysis of data, and requests for legislative appropriations.

A roster of council members, appointed as outlined in [Utah Code 53B-35-201](#), is provided in [Appendix A](#). The council is co-chaired by Senator Michael K. McKell and Representative Melissa G. Ballard and staffed by the Office of the Commissioner of Higher Education. The council held four meetings in April, June, September, and October 2024. This council report of programs, plans, and recommendations for higher education in corrections facilities is provided in accordance with [Utah Code 53B-35-202\(2\)](#).

### **Higher Education Programs in Correctional Facilities**

Five Utah System of Higher Education institutions currently provide accredited higher education to UDC adult inmates. Reports summarizing budgets, programs, enrollment, and completion for each institution are provided in [Appendix B](#).

#### ***Technical Education Certificate Programs:***

(Contracted by UDC; funded by Prison Telephone Surcharge Account, student tuition, and UDC programming budget)

- Davis Technical College (at Utah State Correctional Facility, Salt Lake City, Utah)
- Snow College (at Central Utah Correctional Facility, Gunnison, Utah)
- Uintah Basin Technical College (at Duchesne County Jail, Duchesne, Utah)

#### ***Academic Education:***

- Salt Lake Community College (at Utah State Correctional Facility)  
(Funded by appropriation to SLCC E&G budget and by student tuition)

- Snow College (at Central Utah Correctional Facility, Gunnison, Utah)  
(Funded by Snow College E&G budget and by student tuition)
- University of Utah Prison Education Project (at Utah State Correctional Facility)  
(Funded by grants and pro bono faculty)

### **Higher Education and Corrections Council Plans and Programs**

The following are highlights of work related to higher education and corrections during 2024:

- ***Council Membership***

- Three council members were replaced midterm by new members to complete the current terms of office ending for all members on June 30, 2025, including the researcher appointed by Governor Cox. Jared Haines, Senior Advisor to the Commissioner and UHECC member retired, and Taylor Adams and Richard Gonzalez, both from the Commissioner’s team, assisted in staffing the last two meetings of the year.

- ***Davis Technical College***

- Davis Tech offers industry-driven training programs in fields such as welding, IT, web design, business administration, and culinary arts. These programs are designed to align with high-demand jobs, ensuring participants can secure meaningful employment upon release. In August 2024, Davis Tech announced a graduating class of 107 students in eight programs at UDC. With themes of achieving goals and overcoming obstacles, Utah Lt. Governor Deidre Henderson delivered a keynote to graduates and others in attendance.
- In November 2023, UDC awarded Davis Technical College the Corrections Champion Award, presented to local lawmakers and organizations who have shown exceptional support for the Department of Corrections’ mission to improve people’s lives and enhance community safety.
- Davis Technical College and the University of Utah entered a partnership to provide tutoring and mentoring programs.

- ***Salt Lake Community College***

- SLCC has around 300 active students taking courses within incarcerated settings and their current focus is to streamline existing programs.
- SLCC is recognized statewide and nationally for its innovative and impactful Prison Education Program, which has grown significantly since its inception in 2017. This program offers associate degrees and certificates in subjects like anthropology, business, criminal justice, and general studies. It has helped hundreds of incarcerated individuals earn credentials, fostering personal development and reducing recidivism. On May 13, over 30 students graduated from the SLCC Prison Education Program at the Utah State Correctional Facility. Among the graduates, 31 earned associate degrees, with the majority in General Studies and a few in Anthropology and Criminal Justice.
- During 2024 SLCC became self-sustained with computer technology, both for faculty and students. They now have enough laptops in the prison that every student can access

technology, and they are working with Corrections to set up locations and study halls for students not assigned individual laptops.

- ***Snow College***

- Snow College offers vocational training programs for incarcerated individuals at the Central Utah Correctional Facility (CUCF). The programs include courses in Culinary Arts, which is not for credit courses, and Building Trades/Construction Technology, which is for credit courses. Culinary Arts had 26 students in both Fall 2023 and Spring 2024 semester. The Building Trades/Construction Technology had 17 students each semester. Snow College now offers Culinary Arts as a for-credit program since the 2024 fall semester.

- ***Uintah Basin Technical College***

- Uintah Basin Technical College (UBTech) offers a construction program at Duchesne County Jail, providing incarcerated individuals with the opportunity to gain valuable skills in the construction trade. The program emphasizes hands-on training and industry-recognized certifications, equipping participants with practical expertise to enhance their employability upon release. The focus is on building work-ready skills, fostering smoother workforce integration, and reducing recidivism. UBTech had a successful FY 2024 with 45 students and 34 graduates.

- ***University of Utah***

- In 2024, the University of Utah launched a bachelor's degree program at USCF. This marked the first time incarcerated learners were able to enroll in the university. Fifteen incarcerated women began the degree program in the summer of 2024.
- UPEP partnered with BYU history faculty to offer three credit-bearing classes to approximately 40 incarcerated learners in 2024.
- The University of Utah launched an integrated, cross-functional service—a “One-Stop Shop” for peer tutoring and advising—designed to provide comprehensive academic support for incarcerated students pursuing postsecondary education. Utilizing private grant funding, the program will employ seven incarcerated participants as educational advocates in Dell. Advocates must hold at least an associate degree, have completed certificates or degrees from Davis Tech or Salt Lake Community College, or be enrolled in the University of Utah's bachelor's degree program. Selected advocates undergo a rigorous six-month training process led by the director of the Utah Prison Education Project, University of Utah graduate students, and experts from The University of Utah Reading Clinic.
- In 2025, UPEP will publish a statewide reentry guide a team has been working on since 2023. Educational advocates will utilize the guide to offer career and workforce preparation support in the One-Stop Shop Student Center.
- UPEP offers high-impact enrichment programming to hundreds of incarcerated learners every year with partnerships that include the Sundance Institute, Utah Humanities, and the Utah Museum of Fine Arts.

- **Electronic Resources**

- Utah's commitment to expanding educational opportunities for incarcerated students requires immediate investment in instructional technology. Beginning in the fall of 2024, in collaboration with Salt Lake Community College, Snow College is offering general education college courses at the Central Utah Correctional Facility (CUCF) and anticipates welcoming 60 new students in the fall of 2024. However, the lack of available laptops and other technology for current and incoming students highlights an urgent need for secure devices to support equitable access to education. Similarly, Uintah Basin Technical College's Residential Construction program at Duchesne County Jail faces challenges, with insufficient computers for CAD software and aging instructional equipment. The University of Utah's Utah Prison Education Project (UPEP) also requires additional laptops and docking stations to support students transitioning into its bachelor's degree program. Addressing these needs is essential for facilitating coursework, enhancing program sustainability, and advancing the state's broader goals of rehabilitation through education. A detailed breakdown of the instructional technology recommendations can be found in [Appendix D](#).

- **Utah Department of Corrections: Location Tracking**

- The UDC is actively enhancing its efforts to support education for incarcerated individuals, including measures to address disruptions caused by inmate relocations. This includes the development of a location change request tracker aimed at minimizing interruptions to educational programs. The initiative seeks to ensure that students can continue their coursework without significant delays or complications caused by transfers between facilities, which is a common challenge in prison education systems. This aligns with UDC's broader commitment to rehabilitation and reentry planning, emphasizing the importance of uninterrupted access to education as a key factor in reducing recidivism.

- **Prison Education Program Approval**

- New federal rules last year opened eligibility for Pell Grants for Prison Education Programs (PEPs), which require approval by UDC, the institution's accreditor, and the U.S. Department of Education. SLCC, Snow College, and the University of Utah have applied and are pending approval. During this transitional period, SLCC continues offering Pell as a previous Second Chance Pell.

- **Legislation**

- The legislature passed [HB 248, Inmate Amendments](#), sponsored by Representative Ballard, with Senator Derrin R. Owens as the floor sponsor. The bill, among other things, includes county jails in the council's focus, requires student advisement consistent with an institution's other campuses, considers inmates state residents for tuition, addresses inmate programming, and creates a reentry division in the Department of Corrections.

## Recommendations to the Board of Higher Education and Utah Department of Corrections

### 1. Funding Structure:

The council recommends that the Board and USHE continue the current postsecondary prison education models, with funding and requests for technical education provided through UDC as part of its reentry program and funding for degree-granting education through the higher education institutions. Approaches and rationale are outlined in [Appendix C](#), *Prison Education Funding Recommendations*.

### 2. FY 2026 Budget Considerations:

The Council recommends the following FY 2026 funding requests:

Funding Need	Dept. of Corrections (Technical Educ.)	Higher Education (Degree-Granting)
Instructional Technology ( <a href="#">Appendix D</a> ): Vital for sustaining current prison education programming	UBTech  \$20,332	Snow, U of U  \$49,258
Duchesne County Jail ( <a href="#">Appendix E</a> ): New programs – Culinary Arts, Heavy Equipment Operator	UBTech 1 <sup>st</sup> year \$727,555 Thereafter \$402,300	NA
Gunnison Facility ( <a href="#">Appendix F</a> ): Expand Culinary Arts, Construction Management; add full-time prison education director.	Snow  \$217,500	NA
SLCC Prison Education Program ( <a href="#">Appendix G</a> ): New Coordinator of Student Success and Reentry	NA	SLCC  \$100,000
University of Utah ( <a href="#">Appendix H</a> ): New One-Stop-Shop peer tutoring and advising program	NA	U of U  \$150,000
Tech Ed & Degree Granting Total	1 <sup>st</sup> year \$965,387 Thereafter \$640,132	1 <sup>st</sup> year \$299,258 Thereafter \$299,258
<b>TOTAL</b>		<b>1<sup>st</sup> year: \$1,264,645</b> <b>Thereafter: \$939,390</b>

### Recommended Process/Source Prioritization:

- Technical Education (UDC): (a) utilize currently available UDC resources; (b) request legislative funds through the Governor’s budget; or (c) participate in a Request for Appropriation.
- Degree-Granting Education (each USHE institution): (a) utilize currently available institution resources; (b) include it in the institution’s performance or growth funding budget priorities; or (c) submit an institutional or collaborative budget request.

### **3. *Reintegration:***

It is essential for students to complete the Free Application for Federal Student Aid (FAFSA) before their release from prison. This ensures that individuals have access to financial aid upon reintegration into educational institutions. Often the institution assisting in the FAFSA process only enters their institution code on the application. Incarcerated students often participate in several programs and may complete their studies at one of several options upon release. The Reintegration Working Group recommends that the UDC make technology available to complete the FAFSA. In addition, all education partners must include all institutions serving incarcerated individuals on FAFSA applications.

### **4. *Instructional Technology:***

There is a need for improved and secure access to educational technology and resources for incarcerated students, with an emphasis on ensuring compatibility with institutional and security constraints. Suggestions include providing individual laptops and upgrading outdated equipment like projectors to enhance learning opportunities. However, shared technology, such as laptops, is discouraged due to security and management concerns. A recommendation is to utilize RACHEL Servers, which offer offline educational resources and are highlighted as a secure and scalable solution, with Salt Lake Community College's deployment serving as a model for broader adoption. RACHEL Servers, which stands for Remote Area Community Hotspot for Education and Learning, are portable, plug-and-play devices designed to provide offline access to a wide range of educational content.

The successes of this year are a collective achievement, strengthened by the commitment of organizations such as the Department of Workforce Services, the Utah State Board of Education's adult education program, the Utah Sheriff's Association, and the Utah Department of Corrections. Their contributions, along with the dedication of committee members, legislators, and Utah's colleges and universities, have laid a strong foundation for transformative impact across the state.

# Appendix A: Higher Education and Corrections Council

## Council Members ([Utah Code 53B-35-201\(2\)](#)):

All terms of office expire June 30, 2025

1. **House of Representatives, Co-Chair** (appointed by Speaker):
  - Representative Melissa Ballard
2. **Senate, Co-Chair** (appointed by President):
  - Senator Michael McKell
3. **Commissioner of Higher Education or Designee:**
  - Richard Gonzalez (designee), Assistant Commissioner for Adult Learner Access
4. **Institution Employees (two)** engaged in prison education, with transfer articulation expertise (appointed by Commissioner of Higher Education):
  - **Technical College:**
    - Dan Powers, Davis Technical College, Director of Rehabilitative Programs
  - **Degree-Granting Institution:**
    - David Bokovoy, Salt Lake Community College, Prison Education Director
5. **Governor appointments:**
  - **Researcher** who actively researches higher education delivered in a corrections setting using evidence-based practices:
    - Andy Eisen, Director of Prison Education, University of Utah
  - **Former Student** who participated in postsecondary educational programs while incarcerated:
    - Matthew Holman, University of Utah Graduate
6. **Member of the Board of Pardons and Parole** (appointed by BPP Chair):
  - Scott Stephenson, Chair, Board of Pardons and Parole
7. **Utah Department of Corrections Executive Director or Designee:**
  - Eric Hutchings (designee), Director of Legislative Affairs and Policy
8. **Utah Department of Corrections Employee** with education expertise (appointed by Executive Director):
  - Kenzie Jones, Director of Education
9. **Department of Workforce Services Executive Director or Designee:**
  - Helen Hanson (designee), Economic Service Area Director, Northern Utah

# Appendix B: Higher Education in Utah Correctional Facilities (Fiscal Year Ending on June 30, 2024)

## State-Funded Totals

<b>FY 2024</b>	<b>Davis</b>	<b>Snow</b>	<b>UBTech</b>	<b>SLCC</b>	<b>Total</b>
Distinct Headcount	211	86	45	220	562
Student FTE	70.5	80.8	9.4	77.5	238.2
Graduates	39	0	34	23	89
<b>Total FY25 Budget</b>	<b>\$1,928,978</b>	<b>\$347,151</b>	<b>\$131,648</b>	<b>\$617,000</b>	<b>\$3,024,777</b>

\*Technical Education budgets (Davis, Snow, Uintah Basin) are funded by UDC under contract.

\*Academic education (SLCC) is funded by appropriation (\$339K Prison Education, \$188K E&G) & institution funds (\$90K).

<b>Budget Detail</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>
UDC Contract	\$2,407,777	\$2,407,777	\$2,407,777
Prison Ed. Approp.	\$339,000	\$339,000	\$339,000
Institutional E&G	\$188,000	\$188,000	\$188,000
Institutional Funds III	\$90,000	\$90,000	\$90,000
<b>Total</b>	<b>\$3,024,777</b>	<b>\$3,024,777</b>	<b>\$3,024,777</b>

## Davis Technical College – Utah State Correctional Facility (Salt Lake)

<b>FY24 &amp; FY25 Programs</b>	<b>FY 2024</b>		
	<b>Distinct Headcount</b>	<b>FTE</b>	<b>Graduates</b>
Automation/Robotics (Female) <i>NEW</i>	0	0.0	0
Automotive Technology (Male)	35	6.9	5
Advanced Automotive Technology (Male)	5	1.4	1
Business Administrative Services (Female)	30	12.0	6
Business Administrative Services (Male)	37	18.5	10
Culinary Arts (Female)	50	17.9	17
Information Technology (Female)	0	0.0	0
CNC Machining (Male)	4	0.3	0
Web & Graphic Design (Female)	0	0.0	0
Welding Technology (Male)	35	13.5	0
<b>FY2024 Total</b>	<b>211</b>	<b>70.5</b>	<b>39</b>

<b>Budget</b>	<b>FY 2025</b>
UDC Contract	\$1,928,978



**Snow College – Central Utah Correctional Facility (Gunnison)**

FY24 & FY25 Programs	FY 2024		
	Distinct Headcount	FTE	Graduates
*Construction Management (17 students enrolled each semester)	34	28.8	NA
Culinary Arts	52	52.0	NA
General Education (New FY25)	0	0.0	0
General Studies (New FY25)	0	0.0	0
Undeclared Majors	0	0.0	NA
<b>FY2024 Total</b>	<b>86</b>	<b>80.8</b>	

Budget	FY 2025
UDC Contract	\$347,151

\*Average 12.7 credits per student each semester (Headcount x credits)/15 = FTE (Community College FTE = 15 credits)

\*\* Culinary Arts was not a for-credit program in AY 2024; however, students take the equivalent of 15 credits each semester

**Uintah Basin Technical College – Duchesne County Jail**

FY24 & FY25 Programs	FY 2024		
	Distinct Headcount	FTE	Graduates
Residential Construction	45	9.4	34

Budget	FY 2025
UDC Contract	\$131,648

Source: Uintah Basin Technical College

**Salt Lake Community College – Utah State Correctional Facility (Salt Lake)**

FY24 & FY25 Programs	FY 2024		
	Distinct Headcount	FTE	Graduates
Undeclared Majors	187	64.3	NA
General Studies	15	6.0	15
General Education	7	2.8	7
English	1	0.4	1
Anthropology*	10	4.0	0
Business**	0	0.0	0
Criminal Justice**	0	0.0	0
History**	0	0.0	0
Philosophy & Religious Studies**	0	0.0	0
Paralegal Studies*	0	0.0	0
Professional Sales*	0	0.0	0
<b>FY2024 Total</b>	<b>220</b>	<b>77.5</b>	<b>23</b>

Budget	FY 2025
UDC Contract	\$0
Prison Ed E&G Approp.	\$339,000
Institutional E&G	\$188,000
Institutional Funds III	\$90,000
<b>Total</b>	<b>\$617,000</b>

\*Opened FY24

\*\*1st year FY23

Source: Salt Lake Community College

# Appendix C: Higher Education and Corrections Council Prison Technical Education Funding Structure Recommendations

1. **Continue Prison Technical Education (TE) Funding through Utah Department of Corrections (UDC) Contracts.** Replacing UDC TE contract funding with direct appropriations to institutions would reduce UDC’s control and flexibility of its telephone surcharge and programming budget. Higher education’s focus with the legislature is on institutional performance metrics and funding. Requests for appropriation outside regular institution performance and growth funding are less likely to be prioritized. Keeping the funding in UDC’s budget will identify prison TE and accountability with UDC’s reentry program and will associate funding requests more with reducing recidivism.
2. **Seek New Funding through UDC.** New funding for additional UDC TE or other reentry programming needs would be provided by UDC or requested in its annual budget recommendations through GOPB and EOCJ. Additional needs are currently anticipated for technology in all programs and for new programs at Gunnison and Duchesne County.
3. **Return on Investment.** Recidivism reduction covers TE costs. Assuming an incarceration cost of \$52,000/year per inmate for UDC, savings from 24 graduates in their first two years of release who otherwise might return would fully fund all the technical education for the 296 students enrolled in FY 2023.
4. **Fund from Alternative Sources.** Currently, the Prison Telephone Surcharge Account (PTSA) funds 81% of the technical education contract costs. Any new funds would be provided from the other current sources or new sources.

UDC TECHNICAL EDUCATION CONTRACT FUNDING SOURCES FY2025		
<b>Re-entry/Rehab PS Education Appropriation*</b>	2,201,700	
· Prison Telephone Surcharge Account (GFR)		1,800,000
· General Fund		332,700
· Income Tax Fund		49,000
· Dedicated Credits Revenue (estimate)		20,000
<b>UDC Operating Budget (est. FY24 non-lapsing)</b>	20,000	
<b>TOTAL</b>	<b>2,221,700</b>	

\*Source: Legislative Fiscal Analyst, <https://cobi.utah.gov/2024/1365/f/financials>

5. **Prison Telephone Surcharge Account.** The PTSA is fed by inmate payments to UDC for telephone calls, current tuition payments to UDC by some students, and payments by past students to the Office of State Debt Collection (OSDC) on promissory notes. Currently, inmates/families are charged \$0.10/minute in excess of one 15-minute phone call per week. Video calls are also available to the inmates several days a week at no charge.

PRISON TELEPHONE SURCHARGE ACCOUNT FY 2023*		
<b>Revenues<sup>1</sup></b>	<b>1,834,957</b>	
· Pay Telephone Services		1,828,552
· Interest on Account Money		6,405
· Inmate Payments for PS Education		0
· Repayments of Deferred Tuition		0
· Office of State Debt Collection Collections		0
· Money Appropriated by Legislature		0
<b>Expenses (Appropriated to RRPSE)</b>	<b>-1,800,000</b>	
<b>TOTAL</b>	<b>34,957</b>	

\*Source: Legislative Fiscal Analyst, <https://cobi.utah.gov/fund/1329>

<sup>1</sup> Estimated Revenues for FY24 = \$1,900,000

6. **Rework Contracts for Administrative Efficiencies.** Keeping the appropriations with UDC will continue to require MOUs, interagency agreements, or contracts for UDC to engage and fund institutions. UDC and the institutions should explore ways to structure the contracts to provide as much stability, flexibility, and elimination of duplicated administrative processes as possible.
  
7. **Student Tuition/Costs and Payments.** [Utah Code 64-13-30.5](#) requires an inmate to pay UDC “at the time of enrollment 50% of the costs of the postsecondary education tuition.” The statute does not specify what the costs of the tuition amount should be or when and whether the remaining 50% of the costs should be paid after the time of enrollment. UDC has been charging students \$1.05 per clock hour, which was 50% of Davis Technical College’s \$2.10/hour for main-campus students five years ago (Davis Tech has since converted from clock hours to credit hours with \$95 per credit hour – equivalent to approximately \$3.17 per clock hour). Davis Tech’s understanding is that no students have been able to pay, so 100% are enrolled under promissory notes.

**FY 2023 Tuition Collections:**

UDC (Student tuition payments): \$6,771.04

OSDC (Promissory note payments): \$30,691.05

8. **Student Financial Aid.** Participation in Title IV would be at the institution’s discretion, require contracts to be structured so that funding received by the institution from UDC is considered part of the institution’s budget, and would require the institution to be federally approved as a Prison Education Program. Pell for incarcerated students in technical education carries a significant administrative burden. With limiting factors for incarcerated students, about 25% might qualify. With low TE tuition and shorter programs, the cost of pursuing federal dollars in this area for some institutions may exceed the amount collected. UDC could explore the cost, feasibility, and likelihood of collecting tuition, promissory notes, and financial aid vs. fully funding programs free of tuition.

# Appendix D: Instructional Technology Recommendations

## Snow College

### Findings Summary:

During the fall semester of 2024, successfully piloted a general education (elective) Intro to Criminal Justice class using IVC technology in Juab County Jail. We have committed to offering a general education Personal Finance to Juab, Sanpete, and Sevier County jails through IVC this spring. Two additional county jails have reached out and asked to be included. An additional investment in IVC will be needed to meet this expanded request.

### Technology Needs:

Two sets of IVC equipment: \$25,000

**Total: \$25,000**

## Uintah Basin Technical College

### Findings Summary:

The Residential Construction program housed at the Duchesne County Jail has never had the equipment necessary for instruction on theory. Only one computer capable of running CAD software is available, and staff would like students to have access to laptops to provide better education opportunities for students. They have one projector which is on its last legs.

### Technology Needs:

15 Securebook laptops: \$12,885

3 Dell Precision 3660 Tower Workstations: \$6147

1 Epson Pro EX11000 Projector: \$1,300

**Total: \$20,332**

## University of Utah

### Findings Summary:

The Utah Prison Education Project (UPEP) is collaborating with SLCC to create a 2+2 program that allows students to complete their AS: Humanities degree with SLCC and then transfer to UPEP to complete a bachelor's degree in University Studies. As UPEP begins to admit students to their new degree, they will need access to more Securebook laptops for student use, as well as administrator docking stations for those machines.

### Technology Needs:

40 Securebook laptops: \$23,960

2 Docking Stations: \$298

**Total: \$24,258**

**Other Recommendations:**

- Every institution has requested students to have access to Canvas, including Skyview Academy. Based on security concerns it is recommended to have this service provided by the UDC.
- Based on discussions with UDC, sharing technology resources such as laptops is not recommended due to security concerns, different student needs, responsibility of technology replacement, and institutional management concerns.
- One technology resource that could be shared without concern is RACHEL Servers, which provides online resources to students. SLCC will be deploying the first of these servers, and their deployment could be used as a model for other institutions to do the same.

# Appendix E: Duchesne County Jail Program Proposal

**Proposed Program:** Culinary

**Description:** The Culinary Arts program gives students real-life experience working in the food service industry in a functioning restaurant environment. Students learn a variety of skills, including preparation of soups, sauces, and stocks; meat fabrication; vegetable preparation; proper cooking methods; and the basics of baking. Students will learn to develop management skills and become familiar with inventory controls, food costing, proper receiving techniques, and the flow of food and sanitation. Instructors will also teach different types of table service and catering event setup pertaining to the front of the house.

**Length:** 30 Credits or 900 hours

**Number of Students:** Currently, the Jail has eight inmates in the kitchen at a time. There are eight in the morning and eight in the afternoon. There is the possibility of having up to 16 students at a time. Inmates don't necessarily work every day, so there could be potential to have more students.

**Student Requirements:** Students must meet state requirements for inmate participation and be committed to program completion.

**Pathway to Career:** By completing the following courses and the Culinary Arts certificate, students will complete the pathway to careers outlined in the "Career Possibilities" section below. The courses are: Sanitation and Safety, Introduction to Culinary Arts, Culinary Math, Culinary 1, Culinary Techniques, Soups Stocks and Sauces, World Cuisine, Garde Manager – Cold Kitchen, Baking 1, Job Seeking Skills, Vegetable Grains and Starches, Advanced Baking – Pastries, Line Cooking, Banquet Service/Catering, Menu Design and Inventory Controls.

**Career Possibilities:** Graduates of the Culinary Arts program are prepared to seek employment as hospitality professionals with a strong emphasis on back-of-house operations, as well as the ability to manage front-of-house needs. All graduates will hold certification in sanitation from the National Restaurant Association and may be qualified for positions as chefs, sous chefs, chef de cuisine, kitchen managers, restaurant managers, and chef de partie.

**Job Market Analysis:** The state of Utah is expected to experience an annual growth rate of 3.4% in Culinary Arts fields, according to the Department of Workforce Services. They further indicated that Culinary Arts is expected to experience faster than average employment growth with a high volume of annual job openings. The need for replacements, rather than business expansion, is projected to make up the majority of job openings in the coming decade.

**Start-up requirements:** 16 Chromebooks/laptops with an offline Canvas server or a locked-down internet connection. Chromebooks at \$330 = \$5280. Canvas server is estimated at \$10,000. Two Instructor Salary \$130,000 per instructor per FTE. Classroom set of 16 Serv-Safe and Professional Cooking books \$3200. Miscellaneous: Possible Prep tables, cutting boards, chef's knives - \$1500 (Only needed if practical application can be done in the classroom). Annual Supply Budget: \$4800 (300 per student of consumables).

**Start-up total cost:** \$284,780

**Yearly Continuing Cost:** \$264,800

\*Scalable based on FTE funding.

# Duchesne County Jail Program Proposal

**Proposed Program:** Heavy Equipment Operator (Simulation)

**Description:** The Heavy Equipment Operator program introduces students to the heavy equipment industry and basic equipment operations. It also blends classroom time, industry-related safety, and hands-on training for a well-rounded learning experience through the use of heavy equipment simulators. Topics include OSHA construction safety, orientation to the trade, identification of heavy equipment, basic operational techniques, introduction to earthmoving, rough grading, and finish grading.

**Length:** 20 credit hours or 600 hours

**Number of Students:** 12 per class or cohort

**Student Requirements:** Students must meet state requirements for inmate participation and be committed to program completion.

**Pathway to Career:** By completing the following courses and the Heavy Equipment Operator certificate, students will complete the pathway to careers outlined in the Career Possibilities section below. Examples of the courses are: Heavy Equipment Introduction/Basics, Skid Steer/Compact Loader Operation, Hydraulic Excavator Operation, Backhoe (Tractor Loader Backhoe) Operation, Front End Loader Operation, Dozer Operation, Road Grader Operation, Forklift Operation, and Worksite Planning for Operators.

**Career Possibilities:** A heavy equipment operator works on a variety of complex heavy machinery to help complete a construction project. Heavy equipment is used throughout the entire construction process. A program graduate would be entry-level prepared for jobs with heavy equipment, including backhoe, bulldozer, compactor, excavator, forklift, skid steer, wheel loader, articulated trucks, grader, crane, and boom truck.

**Job Market Analysis:** According to the Utah Department of Workforce Services' occupational projections between 2022 and 2030 in eastern Utah, the Construction and Extraction occupational groups are projected to have the highest annual growth rate (3.0%) of all major occupational groups. The U.S. Department of Labor's own workforce projections also project a multitude of specific construction and energy occupations as having among the highest number of average annual job openings across the whole state of Utah. For example, DOL projects that Construction Laborers are projected to have the ninth-highest average annual opening across the state out of over 650 occupations. Notably, DWS data also shows that construction and mining occupations are two of the occupations with the highest average monthly wages in all three counties of the basin.

## **Start-up requirements:**

Classroom Building: Up to \$300,000. Supply Budget: \$7,500 for software licensing and support  
Instructor Salary: \$130,000 per FTE. Books: \$5275 (Classroom sets of Heavy Equipment Operations Level 1, 2, and 3; and Site Level)

**Start-up total cost:** \$442,775

**Yearly Continuing Cost:** \$137,500

\*Based on current success of federal allocation of community project funding.

# Appendix F: Snow College Request

Snow College would like to make Culinary Arts a full-time (FT) position, which would require an additional \$70,000, above the two part-time (PT) positions. We would like to add a part-time adjunct position in the Construction Management program, which would require an additional \$32,500.

Full-time Instructor \$70,000

Part-time Instructor \$32,500

Snow College’s Tech Connect program creates the path for students who complete technical certificates to count technical course credits as Associate of Science elective credits. The “Tech Connect” program will be a significant benefit to students who have earned college credits from any college prior to incarceration to complete additional elective credits towards an Associate of Science and then, over time, add additional required general education credits that Snow will be offering to complete all the requirements for Associate of Science.

Snow College implemented an associate degree program in the CUCF facility during the 2024-25 academic year. In partnership with SLCC, Snow College offered four academic (General Education) courses, one during the summer semester/term and three during the fall semester/term. The courses included English 1010 (summer), English 2110, Math 1050h, and Intro to Business 1010 (fall semester). During the spring 2025 semester, four courses will be offered by Snow College: Human Biology 1050, Sociology 1010, English Literature 2220, and Music 1031. Snow is providing scholarships for 40 CUCF inmates to participate in this program through limited one-time funds. The scholarships include tuition, textbooks, materials, and Securebook laptops for each student. The laptops will also allow students to participate in future offline CBE courses. Additionally, a pilot IVC course, Intro to Criminal Justice 1010, was offered in Juab County Jail to ten state inmates. The pilot program was successful enough that the pilot will be expanded to include Sanpete and Sevier County Jails during the spring 2025 semester. Thirty state inmates will be provided scholarships to participate in Personal Finance 1210, a course offered virtually during the spring 2025 semester.

With these commitments, we will ramp up the CUCF Technical Education and Academic course offerings at Central Utah Correctional Facility as well as three or more county jails that house state inmates. We are requesting funding for a full-time director of prison education to begin fall semester of 2025.

## Full-time Director of Prison Education

Salary approx.	\$65,000
Benefits	\$50,000
Salary and Benefits	\$115,000
Instructor FT and PT	\$102,500
FT Director Salary & Benefits	\$115,000
<b>Total</b>	<b>\$217,500</b>



## Appendix G: Salt Lake Community College Request

Salt Lake Community College is requesting \$100,000 in ongoing funding to address critical staffing needs within its prison education program. These funds will support hiring a Coordinator for Student Success and Reentry, a role essential to ensuring effective transitions and success for incarcerated students. Currently, existing staff are stretched beyond capacity, with individual inmate meetings requiring up to half a day, making it difficult to meet the growing demands of the program. The additional funding will alleviate this strain, allowing for more comprehensive and timely support for students and strengthening the college's ability to foster educational outcomes that reduce recidivism and support reentry into society.

# Appendix H: University of Utah Request

## University of Utah: One-Stop Shop Peer Tutoring and Advising Program PROPOSAL

The Utah Prison Education Project at the University of Utah is launching an integrated, cross-functional service—a "One-Stop Shop" for peer tutoring and advising—designed to provide comprehensive academic support for incarcerated students pursuing postsecondary education. Utilizing private grant funding, the program will employ seven incarcerated participants as educational advocates in Emerald. Advocates must hold at least an associate degree, have completed certificates or degrees from Davis Tech or Salt Lake Community College, or be enrolled in the University of Utah's bachelor's degree program. Selected advocates will undergo a rigorous six-month training process led by the director of the Utah Prison Education Project, University of Utah graduate students, and experts from The University of Utah Reading Clinic.

The training will focus on core teaching strategies such as interventionist vs. non-interventionist instruction, scaffolding, and active learning techniques—tailored to meet the unique needs of incarcerated learners. Phase one will concentrate on academic support, while future phases will expand to career and workforce preparation, including resume building, job search skills, and interview techniques. This collaborative approach brings together all institutions offering postsecondary education at Emerald.

Continued training and oversight from the University of Utah will ensure that educational advocates are well-prepared to provide tutoring, peer advising, and other critical support to help their peers succeed and prepare for reentry. The "One-Stop Shop" will be accessible to all incarcerated students enrolled in credit-bearing courses offered by Brigham Young University, Davis Tech, Salt Lake Community College, and the University of Utah, as well as alumni of these programs and those interested in exploring postsecondary options both onsite and post-release. The University of Utah is uniquely positioned to oversee this initiative, with in-kind support from Student Success Coaches, the Learning Center in the Office of Undergraduate Studies, and the University Writing Center in the College of Humanities.

To fund this initiative, the University of Utah is requesting \$150,000, which will cover the salary of a full-time director for the One-Stop Shop Center, a graduate student assistant, and program evaluation provided by The Center for Research on Educational Justice and Opportunity, the nation's first research center focused on postsecondary education for justice-impacted individuals, housed at the University of Utah.