

**METROPOLITAN STATE COLLEGE *of* DENVER
BOARD OF TRUSTEES**

**Wednesday, June 7, 2006
8 a.m. – 12 noon
Tivoli Student Union Room 320
Auraria Campus**

MINUTES

I. CALL TO ORDER

The meeting was called to order at 8:25 am by Trustee Benson.

Board of Trustees Present:

Trustee Bruce Benson; Trustee Gin Butler (via conference call); Trustee Alex Cranberg; Trustee Maria Garcia Berry; Trustee Mark Martinez; Trustee John Osborn; Trustee Adele Phelan; Trustee Ann Rice; Trustee Sean Tonner; Faculty Trustee Gene Saxe; Student Trustee Brian Glotzbach.

Metro State Personnel Present:

Stephen Jordan, President; Brandi Saturley, Administrative Assistant to the President; Stephen Jordan, Rudolfo Rocha, Vice President and Provost for Academic Affairs; Douglas Samuels, Vice President for Student Services; Natalie Lutes, Vice President for Administration and Finance; George Middlemist, Interim Vice President for Information Technology; Lee Combs, General Counsel; Cathy Lucas, Associate Vice President for Communications; Joan Foster, Dean, School of Letters, Arts and Sciences; Hal Nees, Faculty Senate President; Vonda Knox, Classified Staff Council President; Diane McAllister, Foundation; and others.

II. EXECUTIVE SESSION

At approximately 8:26 a.m., it was moved and seconded that the Board convene into Executive Session for the purpose of discussing personnel matters in accordance with 24-6-402(3)(b)(I), C.R.S., and to possibly confer with the Board's attorney to receive specific advice on legal questions in accordance with 24-6-402(3)(a)(II), C.R.S. The motion passed unanimously. At approximately 8:50 a.m. the meeting was called back to order in open session by Chair Benson.

III. APPROVAL OF MINUTES

A. Approval of May 3, 2006, Board Meeting Minutes: It was moved and seconded to approve the May 3, 2006, Board meeting minutes. The motion passed unanimously.

IV. ACTION ITEM

- A. Election of Board Officers (Chair, Vice Chair, Secretary, Treasurer): It was moved and seconded that the current officers stay in their positions for the upcoming year. The motion passed unanimously.

V. CONSENT ITEM

- A. Approval of Coach Dunlap's Multi-Year Contract: It was moved and seconded to approve Coach Dunlap's multi-year contract. The motion passed unanimously.

VI. PRESENTATION

- A. Integrated Marketing Communications: Dr. Jordan introduced the Integrated Marketing Communications (IMC) staff, and Cathy Lucas introduced Stacey Lewis and Associates to present on the completed brand audit. Stacey Lewis and Associates reviewed the goals, desired claims, key messages, vivid descriptors, recommendations and alignment/positioning strategies of the Communications Plan. Trustee Cranberg commented that the positioning of leadership within the context of a "large" institution should include the large number of alumni; if the plan focuses not only on who is coming here, but who has *been* here as well, the "large" message should be what Metro State means to Denver. Trustee Martinez commented on the acculturation necessary to spread this message and asked how the College plans to address that. IMC staff responded that the plan was to provide training and through the training identify key spokespeople. Trustee Rice commented that while it is exciting to see a plan that captures the beliefs of the Board, there are space concerns for increased student enrollment. IMC Staff responded that the plan should result in improving the resources available to the college, improving internal esteem and attracting higher-caliber students. The final Plan will be available in approximately six months, and the IMC staff will present again to the Board.

VII. ACTION ITEMS

- B. Proposed Fiscal Year 2007 MSCD Operating Budget: It was moved and seconded to approve the action item with the exclusion of the \$1,000,090 budget allocation for Equity Adjustment Component for Professors and Associates with the intent to expedite the review and make a decision before the close of the month. This component will be reviewed and decided at the June 19, 2006 Special Board of Trustees Meeting.

Hal Nees, John Cochran, Biology Chair Joan Foster, Ed Lucero, Gene Saxe, John Schmidt and others spoke to the critical importance the salary adjustment poses for Metro State's recruiting and retention abilities; Trustee Rice echoed

the concerns expressed by Trustees Garcia Berry, Cranberg and Martinez and stated that any other concerns must be expressed now, and that what issues need to be addressed should be articulated immediately in order to ensure all concerns are addressed in time to have a budget in place for the new fiscal year. All trustees concurred with the objectives of preeminence, competitive and equitable compensation plans, but requested further context for the various concerns, which included demonstrating salary compression, long-term ramifications, peer-group information and merit/evaluation process as it relates to the new budget proposal.

- C. Fiscal Year 2006-07 Student Charges and Related Budgets: It was moved and seconded to approve the action item as submitted.
- D. Change to Accounting Faculty Qualifications: It was moved and seconded to approve the action item as submitted. Trustee Cranberg applauded the effort to retain more qualified personnel.
- E. Change to the Application for Leave Without Pay Form: It was moved and seconded to approve the action item as submitted.
- F. Delegation of Approval of Changes in Forms to the President
- G. Changes in the Handbook for Professional Personnel Describing Advising and Professional Development Criteria: It was moved and seconded to approve the action item as submitted.
- H. Personnel Appointments: It was moved and seconded to approve the action item as submitted.

VIII. PRESENTATIONS

- B. Update on Five-Year Plan for Athletics: Joan McDermott reported that just over the last week, the Athletics Department has had over 5,000 “touch-points,” of interaction with local Denver youth. She also presented on the Department’s progress towards the previously-established five-year goals. At this point, 2.5 years into the five-year plan, many goals have been met, including achieving a reduced reliance on Institutional Advancement Funds and an increase in fundraising. Metro State Athletics will also be hosting a Special Olympics event and has raised \$5,000 for the Children’s Hospital in Denver.

IX. REPORTS

- A. MSCD Board – Chair Benson and President Jordan presented a framed photograph of St. Cajetan’s to Faculty Trustee Saxe for his years of devoted service.
- B. AHEC Board – Trustee Garcia Berry had no additional comments.
- C. President – Dr. Stephen Jordan reported the ongoing activities related to the recent laptop theft, which includes reviewing the report of the investigative

consultant. The report clearly demonstrates that there were no laws broken in the incident, and uncovered a rather isolated deviation. The recommended steps for improvement will be implemented in the coming months, but will remain confidential for security reasons. The Banner System will be modified so that no one can download data, and the improvement plan will be brought to the Board. Metro State's Center for Improving Early Learning just received a US Department of Education Grant for \$820,000 over the next 4-year period; Deborah Leong will be collaborating with Florida State to linguistic research.

- D. Student Government – Student Trustee Glotzbach reported that the SGA is enjoying the summer downtime, but will have its first meeting today. Student Trustee Glotzbach has been elected the VP of the “Roadies,” and is looking forward to the community outreach. Student Trustee Glotzbach also added his support for the compensation portion of the budget by indicating that he has attended Metro State because of the personalized academic experience available, and that it would not be possible without the strong faculty at Metro State.
- E. Finance Committee – Trustee Cranberg had no additional comments.
- F. Academic and Student Affairs Committee – Trustee Phelan reported that the Committee heard a presentation from Douglas Samuels regarding Learning Communities to help retain struggling students, and encouraged everyone to seek out information regarding this project.. Trustee Phelan also encouraged everyone to read the document from the Committee in the agenda items, and informed everyone that the document was a memo from the Committee, rather than minutes of the Committee meeting.
- G. Faculty Senate – Dr. Hal Nees had no additional comments
- H. Council of Chairs – Dr. John Schmidt reviewed the current state of faculty recruiting efforts, which is at the approximate count of 54 candidates either contracted, in process or soon to be offered a position.
- I. Alumni Relations: Ed Lucero updated the Trustees on Alumni Office activities, including the resignation of Amanda Garrison and the hiring of Stephanie Carroll. Mr. Lucero mentioned that the summer is the Alumni Office's time to plan, and the Office will participate in a strategic planning retreat on August 26. The Alumni Office's Annual Meeting is September 16, and will be held in the outlying community, possibly in the Stapleton area. This year's Annual Meeting will be Mr. Lucero's final duty as president of Alumni Association, and new officers and board members will be elected in August. Mr. Lucero also thanked Joshua Anderson for his involvement in the Integrated Marketing Communications Plan. Additionally, Mr. Lucero congratulated incoming Faculty Trustee Joan Foster, and reminded everyone that on July 23, 2006 is the City Park Jazz Night at the City Park, which will include appetizers, salsa jazz, jazz fusion. The event begins at 6 pm, and the Alumni Association Hospitality Tent will be at the southeast corner of the lot.
- A. Legislative – Capstone Group: Christine Staburg reported on bill activities since the legislative session adjourned, the deadline for signatures is tonight and anything the Governor doesn't veto or sign will become law. Ms. Staburg

reviewed the potential effects of the bill that politically balances the Board, the details regarding trustee terms.

X. INFORMATION ITEM *(Requires no approval by the Board of Trustees)*

- A. Personnel Actions Delegated to the President
- B. Minutes from the Academic and Student Affairs Committee Meeting May 17
- C. President's Report

XI. PUBLIC COMMENT

There was no public comment.

XII. REQUESTS FOR FUTURE AGENDA ITEMS

There were no requests for future agenda items.

XIII. ADJOURNMENT