

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

**Wednesday, December 7, 2005  
8 a.m. – 12 noon  
Tivoli Student Union Room 320  
Auraria Campus**

**MINUTES**

**I. CALL TO ORDER**

The meeting was called to order at approximately 8:10 a.m., by Chair Benson.

**Board of Trustees Present:**

Trustee Bruce Benson; Trustee Gin Butler; Trustee Alex Cranberg; Trustee Maria Garcia Berry (EXCUSED); 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; Teri Bokn, Executive Assistant to the President; Joan Foster, Interim Vice President for Academic Affairs; Natalie Lutes, Vice President for Administration and Finance; George Engdahl, Interim Vice President for Institutional Advancement; Karen Raforth, Interim Vice President for Student Services; George Middlemist, Interim Vice President for Information Technology; Lee Combs, General Counsel; John Cochran, Interim Dean, School of Business; Sandra Haynes, Dean, School of Professional Studies; Kenneth Keller, Interim Dean, School of Letters, Arts & Sciences; Hal Nees, Faculty Senate President; Vonda Knox, Classified Staff Council President; Diane McAllister, Foundation; and others.

**II. APPROVAL OF MINUTES**

A. Approval of November 2, 2005, Board Meeting Minutes: It was moved and seconded to approve the minutes of the November 2, 2005, Board meeting. The motion passed unanimously.

**I. REPORTS**

A. MSCD Board: Chair Benson reported on the capital projects meeting he attended at CCHE; Auraria has three projects on the list. Chair Benson and Trustee Cranberg attended another meeting at CCHE for Trustees where the topics were core curriculum, responsibilities of trustees, and funding formulas. He emphasized that higher education needs to “stick together” on the funding recommendations to the legislature.

B. AHEC Board: President Jordan reported on the AHEC Board meeting that focused on the long-term capital/facilities needs of all three institutions. AHEC has agreed to acquire an outside consultant to develop a new campus master plan that will review the total facilities needs of all three institutions over the long-term

as well as the controlled maintenance issues and review broader issues, such as partnering with the city of Denver. President Jordan suggested that the three institutions collectively pay for the plan to take a more active interest in how the plan was developed from institutional academic needs. Recognizing that AHEC is the principal organization who works on behalf of the three Auraria institutions, the executives must still accept responsibility for the outcome of the plan by making the determination and guiding the consultant. The Auraria executives are also encouraging CCHE to take a stronger stand on behalf of higher education in their recommendations on the capital budget.

- C. President: In gratitude for all the work Chair Benson and the Trustees did on the passage of Referendum C, President Jordan presented Chair Benson with the book “Winston Churchill’s History of the English Speaking Peoples,” in which Metro State professor Dr. Weiser wrote the introduction.

President Jordan gave an update on the Request for Proposal (RFP) to review the insurance plans that are provided to the college through CHEIBA. As the RFP was being developed, considerable concern was raised among the College community. If there was no objection from Metro State’s Board, the Board of CHEIBA has agreed to undertake the RFP using CHEIBA funds to pay for the cost of the external consultant. They have agreed to review all the products they offer, not only from a state-wide perspective, but the potential of products from an individual and geographic perspective and to report back to all of the CHEIBA. Trustee Martinez expressed concern and felt that Metro State stands to benefit more by stepping outside CHEIBA and taking advantage of their own demographic population. President Jordan will continue to work with CHEIBA to see if they will move forward with their proposal which will review the entire CHEIBA program and Metro State will simultaneously move forward with its own RFP with a goal of a parallel review process for consistency. Trustee Cranberg suggested the Board offer a resolution/statement to assure the campus community that the objectives and intentions of the Board is to look only for coverage that will be equal to or will exceed (better coverage at the same cost) what currently is available in terms of the benefits.

President Jordan reported that the Academic Strategic Planning process continues to move forward. The interim vice president for academic affairs and the president of the faculty senate have laid out a process which will get the overarching college component done by the end of the academic year. The Plan will include the major preeminent elements that President Jordan laid out in his welcome address in September, and the long-term goal of changing the overall structure of faculty moving toward 60% of the faculty tenure-tenure-track. He expressed his appreciation for the leadership Interim Vice President Foster and Dr. Nees are providing.

CCHE has increased the number of FTEs it has set aside for off campus programs. Two issues are involved with doing that and will affect Metro State: 1) Metro State would put together proposals to expand programming at the north and south campuses and compete for the additional FTEs with state funding, and 2) expanding Metro State programs to community college sites. Conversations with CCHE have implied that a proposal with the community colleges would be met

favorably. The Board was in favor of President Jordan moving forward with the president of the community college systems.

The staff briefings with the Joint Budget Committee were December 6, 2005. Metro State is the only institution that receives only the COF and no fee for service which gives the impression that Metro State is fully funded and in a preferential position to the other institutions. It will be important to demonstrate to the legislators that Metro State does not have the budget that allows it to accomplish the mission that it is being asked to accomplish, particularly around the issue of retention of low income students predominantly in the first two years to move them onto graduation. Work will continue to develop a group of legislators that understand the condition of Metro State and what is needed to achieve success with the students.

President Jordan reported that there is division within the higher education community regarding supplemental appropriations. There is one coalition that consists of CU, CSU and Mines and one that consists of Metro State and the Community Colleges and each is competing for the other institutions in between. The issue is “should the supplemental appropriations be based on the stipend or should it go back to the old cost model that was in effect and driving the old cost model?” This model did not recognize the issues that were unique to Metro State. The presidents of all the institutions were scheduled to meet. The goal of that meeting will be to find a compromise between the research university position and the Metro/Community College position. This compromise is critical for the benefit of all higher education institutions.

Dr. Jordan concluded with reminders about: Commencement on Sunday, December 18; the Richard Castro Distinguished Professor; the Westside Oratorio Performance in recognition of the displaced Aurarians on December 16; as well as the Plain and Fancy Ball on March 18. Governor Owens, Mayor Hickenlooper, and Senator Salazar’s will participate on the Honorary committee for the Ball.

- D. Student Government: Student Trustee Glotzbach announced that the Student Government has a full contingent of senators and a full executive branch as set forth by the SGA Constitution. He thanked the administration for taking a “hands-off” approach to the elections and allowing them to correct the problems of the prior election. They will begin by addressing funding and student fee issues as well as concerns about the impact of the budget reconciliation bill in congress which reportedly cuts students aid while raising interest rates on students and their parents. He reported that feedback on meetings with the candidates for the Student Services position were very positive. He concluded by introducing Jack Wylie, Student Government president.
- E. Finance Committee: Trustee Cranberg reported on the November 30 Finance Committee Meeting. The Committee is working on the budget model revenue/tuition forecast and agreed on a process to move forward on the expenditure side of the forecast model for 5 years as well as starting a process for creating mutual timelines and understanding about additional financial reports. They also reviewed the most recent financial statements and looked at some useful revenue models and discussed the Internal Auditor position.

- F. Faculty Senate: Dr. Hal Nees, President, reported that faculty is wrapping up classes for fall semester. The Provost and Vice President for Academic Affairs search took a lot of faculty and institutional time – appreciated the President and Board’s allowing the faculty to be involved in this process. During the Spring semester the Senate will work on Strategic Planning issues, Higher Learning Commission/Accreditation, and final decisions to their constitution and by-laws. At their last meeting, the Faculty Senate passed the Curriculum Guidelines which is the first time in 10 years.
- G. Council of Chairs: Dr. John Schmidt, Chair, reported that the Council of Chairs made recommendations to the office of Academic Affairs regarding three issues affecting campus policies. It was recommended that: 1) a student may take a class three times for a “last grade stands”; 2) the cut-off point for a grade of “NC” be at 10 weeks; and 3) a vote from the whole faculty to allow + or- grading. He concluded by reporting that 22 chairs are involved in the Higher Learning Commission/Accreditation committees.
- H. Institutional Advancement: Mr. George Engdahl, Vice President, gave an update on the Faculty/Staff campaign, the current donation goal, and the Institutional Advancement positions.
- I. Legislative: Ms. Christine Staberg from the Capstone Group reported that they and Dr. Jordan had met one-on-one with over 30 legislators and community leaders since he began in July. They have formed a formal Metro State Caucus with legislators which will meet once a month during the legislative session. The Caucus will be chaired by the chair of the judiciary committee, Representative Terrance Carroll. Trustees and faculty will be asked to join the caucus meetings as appropriate to discuss higher education issues of interest and the higher education budget.

Ms. Staberg gave an overview of the COF and fee-for-service proposals from the Governor and CCHE. Both are asking for a 7.5% increase in the COF from \$2400 per student to \$2580 per student. They are also asking for higher education increases in fee-for-service; capping the resident tuition rate increase at 2.5% for all schools; and not allowing a tuition increase at the community colleges.

The JBC staff brought up concerns about the definition of fee-for-service and how precisely defining what fee-for-service is needs critical attention this year. In addition, making sure that the fee-for-service purchasing service is clear and at a market rate and will withstand both a “smell test” and audit.

The Capstone Group will be providing regular updates throughout the legislative session.

Ms. Staberg continued by reporting that the JBC spent a fair amount of time discussing the overall decline in enrollment in higher education and attributing that to the economic cycle and discussed what might happen to those stipends already appropriated. One critical issue will be what’s happening with enrollment

system-wide and what the residual will be moving from the one year in which there is the “hold harmless” provision into the next year.

She concluded by reporting that CCHE is in support of unfunded enrollment and a supplemental request for that. At this point the Governor’s office and office of state planning and budget are not in support of that.

## **II. CONSENT ITEM**

- A. Personnel Items: It was moved and seconded to approve the consent items as presented. The motion passed unanimously.

## **III. ACTION ITEMS**

- A. Sub-delegation of Signature Authority: Mr. Lee Combs, General Counsel gave an overview and clarification of the Sub-delegation of Signature Authority. President Jordan will share the delegation with the Board. It was moved and seconded to approve the Sub-delegation of Signature Authority as presented. The motion passed unanimously.
- B. The Meaning of Preeminence at Metro State: Dr. Stephen Jordan, President gave an overview “Meaning of Preeminence” elements for Metro State. After discussion, it was agreed that work would continue to develop the revised proposals for the Mission Statement. President Jordan will bring with the Mission Statement the last version of the Operational Mission Statement along with the elements to look at them in context with each other. It was moved and seconded to approve the elements of the “Meaning of Preeminence at Metro State” as amended. The motion passed unanimously.
- C. Revised Board of Trustees Meeting Schedule: It was moved and seconded to approve the revised Board of Trustees Meeting Schedule as amended. The motion passed unanimously.

## **IV. DISCUSSION ITEMS**

- A. Fiscal Year 2007 Preliminary Budget Report: Ms. Natalie Lutes, Vice President for Administration and Finance, gave an overview and answered questions about the Fiscal Year 2007 Preliminary Budget Report.
- B. Fiscal Year 2005-06 Status Report: Ms. Natalie Lutes, Vice President for Administration and Finance, gave an overview and presentation of the Fiscal Year 2005-06 Status Report.
- C. Strategic Plan: Dr. Joan Foster, Interim Vice President for Academic Affairs and Mr. Hal Nees, Faculty Senate President, gave an update and overview on the “plan for planning” of the Strategic Plan.
- D. Campus Housing Follow-up: Dr. Karen Raforth, Interim Vice President for Student Services, gave an overview and update on Campus Housing. She will continue to bring updates to the Board as they are made available.

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

A. Personnel Actions Delegated to the President

VI. **PUBLIC COMMENT**

There was no comment from the public.

VII. **REQUESTS FOR FUTURE AGENDA ITEMS**

There were no requests for future agenda items.

VIII. **EXECUTIVE SESSION**

There was no Executive Session.

IX. **ADJOURNMENT**

It was moved and seconded to adjourn the meeting at approximately 11:35 a.m.