I. CALL TO ORDER

II. APPROVAL OF MINUTES
   A. Approval of November 4, 2009 Board Meeting Minutes

III. ACTION ITEMS
   A. Metro State Program Plan for Academic Consolidation and Expansion (Space Backfill)

IV. CONSENT ITEMS
   A. Office of Human Resources Report of personnel actions which have occurred since the last Board Meeting on November 4, 2009

V. INFORMATION ITEMS (Requires no approval by the Board of Trustees)
   A. Office of Human Resources report of personnel actions which have occurred since the last Board Meeting on November 4, 2009
   B. Metro State Office of Development Quarterly Status Report 2009-10
   C. Metro State Sponsored Research and Program Award Activity FY 2008-09
   D. Report from General Studies Task Force

VI. REPORTS
   A. Chair's Report - Chair Adele Phelan
   B. AHEC Board – Trustee Maria Garcia Berry
   C. President – Dr. Stephen Jordan
   D. Legislative Report – Capstone Group, LLC
   E. Student Government – Student Government Assembly President Andrew Bateman
   F. Finance Committee – Trustee Ellen Robinson
   G. Academic and Student Affairs Committee – Trustee Antonio Esquibel
   H. Public-Private Partnerships – Trustee Dawn Bookhardt
   I. Foundation Report - Trustee Rob Cohen
   J. Faculty Senate – Professor Lynn Kaersvang, President
   K. Council of Chairs – Mr. Greg Watts
   L. Alumni – Alumni Representative Gerie Grimes

VII. ADDITIONAL ITEMS
VIII. PUBLIC COMMENT

IX. ADJOURNMENT
CALL TO ORDER
Chair Phelan called the meeting to order at 8:10 a.m.

ATTENDANCE
Chair Phelan, Vice Chair Cohen and Trustees Bookhardt, Esquibel, Hanzlik, Lucero, Robinson, Grimes, Higgenson, and Nees were in attendance. Trustee Harris telephonically joined the meeting for the De La Torre Oral Argument and Board vote. Trustee Garcia Berry was excused.

APPROVAL OF MINUTES
It was moved and seconded to approve the Minutes of the September 2, 2009, Board Meeting as presented. The Motion was unanimously approved.

ACTION ITEMS
Letter to Colorado State Board of Nursing
As part of the Phase One approval process, the State Board of Nursing requires evidence that the Board of Trustees is aware of and supports development of a Bachelor of Science Degree in Nursing at Metropolitan State College of Denver. The Academic and Student Affairs Subcommittee recommends that the Board approve the draft letter as presented which attests to Trustee knowledge and approval.

Trustee Esquibel moved to approve the draft letter for submission to the Board of Nursing and Trustee Lucero seconded the motion which was unanimously approved.

Masters degree proposals: MAT, MPAcc, MSW
The Finance and Academic Affairs and Student Success Subcommittees approved revenue and expense models for the Master of Arts in Teaching, Master of Professional Accounting and Master of Social Work programs and recommend the Board approve the programs. The Master Degrees were noted in an article in The Chronicle of Higher Education as an innovative way to use stimulus funds in the short term to generate additional revenue in the long term. Approximately 50% of the Master of Teaching classes will include both undergraduate and graduate students in the same class. Teaching loads will be evaluated as the classes progress. Interim Associate Vice President of Academic Affairs Shelia Thompson and the faculty were praised for the exceptional job they had done on these programs. The Master Degrees of Teaching and of Accountancy will be offered in the Fall of 2010 subject to approval by Colorado Commission on Higher Education (CCHE) and The Higher Learning Commission (HLC). CCHE is expected to act at their December meeting and the HLC will make a campus visit on February 1st and 2nd, 2010. The Social Work Master program will be offered once specialized accreditation is completed.
Trustee Hanzlik moved to approve the Master Degree Proposals and Trustee Esquibel seconded the Motion which was unanimously approved.

**Master Bond Resolution**

Stephanie Chichester, North Slope Capital Advisors, and Fred Marienthal, bond counsel and partner at Kutack Rock Law Firm, addressed the issuance of bonds, not to exceed $60 Million, to fund construction, improvement and equipment of the Student Success Building, finance capitalized interest on the bonds and pay costs of issuance. These bonds will be reissued under state law and interest on them is exempt from federal income taxation. Moody's rating for Metro is A-2 and Standards & Poor's rate is A. Metro is starting with an excellent security that reflects well on the management of the college.

The Master Resolution authorizing issuance of bond is based Metro’s enabling legislation and state statutes that allow issuance of debt secured by Metro’s auxiliary revenues, fees and other resources. The State Intercept Act improves bond ratings and guarantees payment by the State Treasurer from State revenues appropriated to Metro if a default occurs. The Recovery Zone provisions of the American Recovery and Reinvestment Act provides interest rate savings. The pricing certificate authorizes President Jordan, Vice President Lutes or Chair Phelan to make final pricing decisions. There is a preliminary Official Statement for investors and tax compliance documents. UMB Denver is the depository trust Company.

The First supplemental resolution authorizes bonds in an amount not to exceed $60 Million and net average interest rate not to exceed 5.5%, net of the federal direct payments to be received through the Recovery Zone Program, and a maturity date of 2045. Federal stimulus legislation provides additional benefits pursuant to the Build America Bond, a taxable security, wherein the federal government could provide a 35% payment subsidy which could be increased to a 45% subsidy assuming an allocation from CCHE under the Recovery Zone Economic Development Bonds. The bond holders are pledged ten percent of Metro’s tuition and revenue from the facility construction portion of the student capital fee and direct federal payments. There is capacity to issue additional debt for future construction. Covenants address debt to be paid monthly, efficient management and operation of Metro and accounts for management of money.

Trustee Cohen moved to the Master and First Supplemental Resolution which was seconded and

**CONSENT ITEMS**

**Proposal for Five New Certificates in Hospitality, Tourism and Events**

There was no discussion.

**Report of personnel actions which have occurred since the last Board Agenda of September 2, 2009**

Included in the items to be approved are the award of tenure to Provost and Vice President for Academic Affairs, Vicki L. Golich, and the reassignment of Shelia Thompson to Interim
Associate Vice President. While not included in the Consent Item, it was noted that Lee Combs had resigned as General Counsel.

Trustee Lucero moved to approve the Consent Items as presented and Trustee Hanzlik seconded the Motion which was unanimously approved.

**INFORMATION ITEMS**

Report of personnel actions which have occurred since the last Board Agenda of September 2, 2009.

There was no discussion.

**REPORTS**

**Chair’s Report**

Chair Phelan commended a successful retreat and the recommendations for action that resulted.

**AHEC Board**

The AHEC Board is working on the ground lease for Metro’s Student Success Building and the Design Review Process is very active.

**President’s Report**

Dr. Jordan referred the Board to his written report on the wonderful things happening at Metro. He noted the work of Jeff Forest, of Metro’s Aviation and Aerial Science Program, on a Partnership with the Colorado School of Mines, the Community College of Denver and the Cherry Creek School District for the Academy for the Development of STEM related careers. The growth in existing program majors, particularly dietetics was highlighted. He complimented Dean Foster, Chair, and the taskforce on general studies and the North Central Accreditation team will review their work. There will be a Theatre Department Fund Raising event on November 18th at which he and the Deans will perform. The One Card has been implemented and will replace student identification cards and Vice President Lutes and Associate Vice President Middlemist worked very hard to make them a success. One Hundred Fifty Metro students participated in an event for homeless people in Denver. He thanked the Metro Foundation for its assistance in the purchase of a new CVA gallery. An article in the Chronicle of Higher Education spotlighted Metro’s unique and creative use of stimulus money. Thirty-five CEO’s and government officials attended the CEO in the Cities meeting and the Talent Dividend demonstrates that a one percent increase in Metro Baccalaureate graduates would generate $1.8B in personal income in the Metro Denver region. There will be follow up to the meeting.

The Office of State Budget and Planning will submit the Governor’s Budget for FY 2010-11. Actual and estimated General Revenue reductions have reduced Metro’s state allocation by 48%. Dr. Jordan met with Rico Munn, the new Executive Director of the Colorado Department of Higher Education, and Terrance Carroll, Speaker of the House, concerning Metro’s position relative to other regional comprehensive institutions and sought their assistance to equalize funding. The Governor opposes tuition flexibility and legislators will not introduce legislation. Provisions of Amendment 23 may make it impossible to transfer K-12 money to higher
education and litigation could ensue. Fiscal Year 2011-12 will be pivotal since there will be insufficient money to compensate for reductions made. Should there be a successful election in 2011 to fund higher education, any revenue source authorized would be realized late in the fiscal operating year. Trustees requested relevant significant budget data be prepared to disseminate to the community.

He thanked Lee Combs for his service to Metro and wished him well in his new position. The Trustees also thanked Mr. Combs for his service to Metro. Art work by Metro students is displayed in the Speaker’s office.

**Legislative Report**
The Fiscal Stability Committee continues to meet and a draft of higher education flexibility legislation is being reviewed. The draft bill contains flexibility regarding personnel, accounting procedures and other elements but does not include tuition flexibility. There will be clarifying legislation on transfers from community colleges to four year institutions. The budget will be the focus of the 2010 General Assembly with little policy action. A dinner with metropolitan Denver legislators is being planned. Speaker of the House Carroll is a strong supporter of Metro and student are is in his office.

**Student Government Report**
Students are excited about the One Card. It has taken a year to develop the theatre department production of The Messenger. A Crime Prevention Through Environmental Design (CPTED) audit of the campus expert will audit the campus to reduce crime. The Auraria Book Exchange is moving forward and launch is expected in spring 2010. Posting of street signs on campus is progressing and will facilitate 911 call responses. The Associated Students of Colorado are meeting to discuss the State budget and Metro State will conduct a Town Hall Meeting on the budget for students. Dr. Jordan’s and the Board’s efforts to address the budget situation were commended and have student support.

**Finance Committee**
Right sizing is critical to Metro and a consultant will be hired to assist implementation of it. Regular status reports to the Board were requested. The Legislative Audit is near completion and contains three comments.

**Academic and Student Affairs**
Board Chair Phelan will be honored at the Bright Beginnings lunch, a well deserved honor.

**Public-Private Partnerships**
The November meeting will be rescheduled. Board Chair Phelan thanked Trustee Bookhardt for her work.

**Foundation Report**
Trustees were invited to attend the Foundation Board meeting on November 13, 2009, at which additional fund raising for the new Center for Visual Arts (CVA) will be addressed. The CVA
purchase price is extremely favorable, the nine thousand square foot exhibit space needs very little work and parking is on site. A grant from the Boettcher Foundation helped to purchase the gallery.

**Faculty Senate**
The Board was thanked for their support and work on the Master Programs. The Faculty Senate appreciates Dr. Jordan’s and the Board’s awareness of Metro’s needs relative to State budget reductions. Faculty evaluation processes are being reviewed. The Faculty appreciates the Board’s consideration of compensation considering budgetary restrictions. There are two Climate Studies being conducted and that of the Faculty study will focus on the climate relative to faculty.

**Council of Chairs**
The Council has reviewed compensation and contracts and a report will be made at the Council of Chairs meeting.

**Alumni**
Metro Alumni Malcolm Farley’s paintings will be exhibited on the 16th Street Mall and one-half the proceeds from sales will be given to Metro. The Plain and Fancy Ball will be on September 25, 2010 and the entire campus, not just alumni, will be included in planning it. On November 19, 2009, Dr. Jordan will host an Alumni Town Hall meeting at the Aurora Municipal Center on November 18th is Metro night at the Avalanche hockey game. New officers were elected at the September 4, 2009, Annual meeting and two Board positions were added, the Council of Administrators and the Classified Administrative Council.

**ADJOURNMENT**
The meeting adjourned at 9:40 a.m.
HEARING ON ORAL ARGUEMENT IN THE MATTER
OF THE APPEAL OF DR. ANGELINA DE LA TORRE

Chair Phelan commenced the public Hearing at 10:00 a.m. and stated the parameters for all parties. The Oral Argument concerned exceptions filed by Dr. De La Torre on May 13, 2009.

Trustees present were Chair Phelan, Vice Chair Cohen and Trustees Bookhardt, Esquibel, Hanzlik, Lucero, Robinson, Grimes, Higgenson, and Nees. Trustee Harris telephonically joined the meeting for the De La Torre Oral Argument and Board vote. Trustee Garcia Berry was excused.

David Lane, Esq., represented Dr. De La Torre and argued on her behalf.

Fred Kuhlwiln, Esq, Senior Assistant Attorney General, represented the Trustees and the College administration and argued on their behalf.

Chair Phelan called for discussion or a motion.

Trustee Lucero moved to accept the findings of the Hearing Officer, and Trustee Hanzlik seconded the Motion. Chair Phelan called for discussion on the motion. Hearing none, she called for a vote. Voting Trustees Phelan, Cohen, Bookhardt, Lucero, Esquibel, Hanzlik, Harris and Robinson were individually polled and each voted “aye.” The motion was unanimously approved.

The Hearing was adjourned at 10:14 a.m.
AGENDA ITEM: METRO STATE PROGRAM PLAN FOR ACADEMIC CONSOLIDATION AND EXPANSION (Space Backfill)

ISSUE:

Metropolitan State College of Denver seeks approval of the Metro Backfill program plan.

BACKGROUND:

The Colorado Department of Higher Education requests board approval of capital construction program plans before they are submitted to the Commission on Higher Education. Included in the $10.2 million backfill program plan are the renovations Metro controlled spaces in the Administration Building Floors 2, 4, and 5; Central Classroom Building Floors 1, 2 and 3; and West Classroom Building Floors 1 and 2. The estimated timeline for the project is from January 2011 through June 2013.

ACTION:

Administration recommends approval of the Metropolitan State College of Denver Program Plan for Academic Consolidation and Expansion.
EXECUTIVE SUMMARY

FINAL DRAFT

NOVEMBER 20, 2009
EXECUTIVE SUMMARY

Metropolitan State College of Denver is one of the largest, most successful four-year colleges in the western United States. It is in a rapidly growing state of expansion and it’s enrollments are growing at a steady rate. Until recently, this has been complicated by the fact that its programs have been barely surviving in outdated and cramped facilities over the past three decades.

Today, Metro State is in the midst of a new era, one of expansion and quality improvement. The College is involved in a major renovation and expansion of its Science Building (with the University of Colorado Denver and the Community College of Denver) and is in the design stages of its new building, the Student Success Center. These two projects have provided the College the necessary expansion needed to support programs as well as the opportunity to improve existing resources.

The Metro State Backfill Program Plan is the next phase of a long range plan to improve Metropolitan State College of Denver’s facilities. Following the Science Building renovation and the opening of the Student Success Center, the College will have the opportunity to improve its existing facilities. This program plan outlines how Metro State will upgrade, renovate, and reuse existing space in three buildings to support academic and support service programs critical to its mission.

In recent years, and compounded by today’s economy, Metro State is experiencing major enrollment increases. These increases place a stress on faculty and staff support. In the last year alone, enrollment has increased by 5.5%. Continued enrollment growth is anticipated, driving faculty and staff growth projections. Metro State is also pursuing graduate programs at the master’s level in Teacher Education, Accounting and Social Work, which affects both staffing and facility needs.

The planning team studied the effects of these increases on College facilities, as well as the impact of addressing many significant space deficiencies the College is currently operating under, including shortages of faculty spaces, dedicated classroom and specialized lab spaces. Projections indicate approximately 168,012 square feet to support this demand. As planned, the College will have 74,949 square feet in three of its buildings available once the new Student Success Center is complete. The remaining deficit is satisfied in Arts, Technology, King Center and other existing space.

The three primary buildings included in the backfill project are the Administration, Central Classroom, and West Classroom Buildings. There will be approximately 129,199 gross square feet of space within these buildings that will be repurposed and improved to support programs not addressed by either the Science Building or Students Success Center projects. The scope of each improvement is as follows.

Administration Building — There will be approximately 25,573 on the 2nd, 4th, and 5th floors available before the Student Success Center is constructed. This will first be used as swing space to house the College’s Science programs. These programs will need to be temporarily relocated from the existing Science Building during the renovation. Once that is complete (scheduled for January of 2011), the Science Department will move back into their Building making the space in Administration
1.0 Executive Summary

available for the School of Business. A total of approximately 32,873 square feet will be remodeled to accommodate their needs. Two new shared classrooms will be created as part of this remodel.

Central Classroom—Moves will free up approximately 37,500 square feet in the Central Classroom Building. A total of approximately 53,644 square feet of space will be remodeled. This will be remodeled primarily for use by Letters, Arts, and Sciences, but also for the School of Professional Studies. Three new (shared) classrooms will be included.

West Classroom—Through moves approximately 11,890 square feet will be available in the West Classroom Building. Overall approximately 28,314 square feet will be renovated. This will be for the School of Professional Studies, the Vice President for Information Technology, and five new classrooms.

King Center, Art Building and Tech Building—Small pockets of space in these buildings are being impacted as part of the backfill plan. A total of 16,317 square feet will be occupied and/or remodeled to some extent.
In addition to proving the much needed space for each program, upgrades will be made to building systems, equipment, furnishings and technologies in the areas being impacted by remodel. Many of these spaces have not been improved since originally constructed.

All of the groups in the study requested an average increase of approximately 55% growth in space to cover their requirements for the coming five-year timeframe. The amount of space becoming available for the groups with the completion of the Science Building and the Student Success Building does not equal the requests, however, the space has been allocated as evenly as feasible. Letters, Arts, and Sciences receives an additional 30% space; School of Business an additional 35%, and School of Professional Studies an additional 35%.

The overall increase in space equates to 75,000 square feet for Metro State in the Administration, Central and West Buildings. This increase in space is allocated to 10 additional classrooms, departmental offices, instructional space and support space. As the requested space exceeds the available space overall, the next phase of the project will determine how each school and department prefers to allocate their given space if there is a deficiency.

### Metro State College
### Backfill Project
### Space Summary Comparison

<table>
<thead>
<tr>
<th>Building</th>
<th>Space Vacated By Moves to Science &amp; Student Success Bldgs.</th>
<th>Space Being Remodeled</th>
<th>Total Space To Be Occupied By Metro in Backfill Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>25,573</td>
<td>32,873</td>
<td>49,974</td>
</tr>
<tr>
<td>Central</td>
<td>37,486</td>
<td>53,644</td>
<td>55,013</td>
</tr>
<tr>
<td>West</td>
<td>11,890</td>
<td>28,314</td>
<td>46,708</td>
</tr>
<tr>
<td>King</td>
<td>-----</td>
<td>9,197</td>
<td>9,197</td>
</tr>
<tr>
<td>Art</td>
<td>-----</td>
<td>3,342</td>
<td>3,342</td>
</tr>
<tr>
<td>Tech</td>
<td>-----</td>
<td>1,829</td>
<td>3,778</td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td><strong>74,949</strong></td>
<td><strong>129,199</strong></td>
<td><strong>168,012</strong></td>
</tr>
</tbody>
</table>

Program for Music, Athletics, & Math Lab (not in program)

<table>
<thead>
<tr>
<th>Total Programmed Space</th>
<th>157,721</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Space Needs Requested (including classrooms)</td>
<td>10,291</td>
</tr>
<tr>
<td>Total Classroom space deficiency</td>
<td>51,189</td>
</tr>
<tr>
<td>Total Non-Classroom space deficiency</td>
<td>14,731</td>
</tr>
</tbody>
</table>
1.0 Executive Summary

Schedule

It is anticipated the renovations and moves will begin as early as January of 2011 (assuming design starts in January of 2010) and be complete in June of 2013. A very detailed sequencing has been studied to assure renovations and moves are do not affect programs in a negative way. The coordination of construction to minimize moves, noise, and disturbance requires a two phased approach with numerous sub phases in each. This lengthens the schedule but has the least impact on programs. The following summary outlines the major steps in the process.

Phase I - Begin January 2011 (+/- 36 Weeks)
- Admin 4th Floor: Athletics, VPIT
- Admin 2nd and 5th Floor: Business, Classrooms
- Central Classroom 3rd Floor: LAS Political Science, VPIT
- West Classroom 2nd Floor: SPS Health Professions, Nursing, Classrooms

Phase II - Begin April 2012 (+/- 58 Weeks)
- Central Classroom 1st Floor: SPS Tech Com, LAS History, SAB, AAS Int. Studies, VPAA Honors
- Central Classroom 2nd Floor: LAS Social Work, History, VPAA-ETC
- Central Classroom 3rd Floor: LAS English, Philosophy
- West Classroom 1st Floor: SPS Admin, SPS Criminal Justice, TEED
- West Classroom 2nd Floor: VPIT, classrooms, SPS TEED

Project Budget

Campus staff, architectural consultants, and professional cost estimators prepared a cost estimate for the project once the scope of improvement were identified. This plan outlines the details and complexities of the numerous renovations, improvements, and relocations. It is estimated the project will cost $10,150,875 and is summarized as follows.

Construction $ 6,835,108
Professional Fees, Testing, Management $ 1,185,500
Equipment and Furnishings $ 1,110,000
Art in Public Places $ 68,351
Relocation Costs $ 200,000
Contingency $ 751,916
TOTAL $10,150,875

It has been decades since the facilities for Metropolitan State College of Denver have been improved. Many spaces are as they were when constructed between 30 and 40 years ago. This backfill completes the three phased approach (Science Building Addition and Renovation and Student Success Center building as the first two phases) in bringing the College’s facilities into the 21st century.
AGENDA ITEM: Personnel Action Items

BACKGROUND: Report of personnel actions which have occurred since the last Board agenda of November, 2009. Appointments status requires approval by the Board.

RECOMMENDATION: It is recommended by Metropolitan State College of Denver that the Board of Trustees approve the following appointments.

APPOINTMENTS

Mr. Charles Batey Jr., Associate Director of Equal Opportunity, $81,000.00 – Effective December 1, 2009. (ADMINISTRATIVE)

Ms. Sonia Gonzales, Associate Registrar, $60,000.00 – Effective December 1, 2009. (ADMINISTRATIVE)
AGENDA ITEM: Personnel Information Items

BACKGROUND: Report of personnel actions which have occurred since the last Board agenda of November, 2009. Appointments, resignations, retirements, leave without pay with benefits and reassignments which are delegated to the President and do not require approval by the Board.

INFORMATION: The following personnel items are presented to the Board of Trustees as information.

APPOINTMENTS

Mr. Eric Lansing, Webcast Technical Director-Athletics, $25,000.00 – Effective October 19, 2009. (TEMPORARY/ADMINISTRATIVE – Stimulus Funding)

Ms. Marilyn K. Hoffman, HR Process Integration Specialist, $65,000.00 – Effective November 16, 2009. (TEMPORARY/ADMINISTRATIVE – Stimulus Funding)

Dr. Marshall L. Smith, MSW Development Consultant, $60,710.00 at 50% FTE – Effective December 1, 2009. (TEMPORARY/ADMINISTRATIVE – Stimulus Funding)

RESIGNATIONS

Ms. Betty Damask-Bembenek, Assistant Professor of Nursing, Effective January 4, 2010.

Dr. Elena Sandoval-Lucero, Director, New Student Programs, Effective November 6, 2009.

Ms. Dianne Shantz, Assistant Professor of Nursing, Effective May 15, 2010.

RETIREMENTS

Ms. Yvonne Flood, Associate Vice President of Information Technology, Effective December 1, 2009.
LEAVE WITHOUT PAY WITH BENEFITS

Dr. Jennifer Wynot Garza, Associate Professor of History, January 19, 2010 through May 15, 2010.

REASSIGNMENTS

Mr. Avinash Agarwal, Capstone Faculty-Engineering Technology, $51,195.00 – Effective January 1, 2010. (FROM Assistant Professor of Engineering Technology TO Capstone Faculty-Engineering Technology – Stimulus Funded)

Dr. John Landry, Capstone Faculty-Computer Information Systems, $84,488.00 – Effective January 1, 2010. (FROM Associate Professor of Computer Information Systems TO Capstone Faculty-Computer Information Systems – Stimulus Funded)
Metro State Office of Development Quarterly Status Report 2009-10
### Donor Actions

<table>
<thead>
<tr>
<th>Donor Actions</th>
<th>Q1 (7/1-9/30)</th>
<th>Q2 (10/1-12/31)</th>
<th>Q3</th>
<th>Q4</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of visits with assigned donors/prospects <em>(documented in database)</em></td>
<td>48</td>
<td>30 <em>(as of 11/15)</em></td>
<td></td>
<td></td>
<td>Goal of 400 visits this year.</td>
</tr>
<tr>
<td>Number of communications with donors/prospects</td>
<td>312</td>
<td>226</td>
<td></td>
<td></td>
<td>Emails, mailing, phone calls to ASSIGNED prospects.</td>
</tr>
<tr>
<td>Number of private proposals submitted</td>
<td>10</td>
<td>4</td>
<td></td>
<td></td>
<td>Position vacant since 8/1</td>
</tr>
<tr>
<td>Amount of pending grant proposals for 2009</td>
<td>$376,392</td>
<td>$319,615</td>
<td></td>
<td></td>
<td>Pending but not committed</td>
</tr>
<tr>
<td>Legacy Gifts (planned gifts)</td>
<td>0</td>
<td>1 (alumna)</td>
<td></td>
<td></td>
<td>New/solicited as planned gifts</td>
</tr>
<tr>
<td>Annual fund solicitation (mass appeals phone, letter mail or email)</td>
<td>0</td>
<td>23,000</td>
<td></td>
<td></td>
<td>Target group: alumni with 5 yr Milestone, 11-14 year increments \ Department request: Biology, Psych \ All Lybunt (last yr. but not this year)</td>
</tr>
</tbody>
</table>

### Key Initiative Milestones

<table>
<thead>
<tr>
<th>Key Initiative Milestones</th>
<th>Dates</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Outreach: Visibility Opportunities South Metro Denver Chamber CEOs for Cities Malcolm Farley Art Week</td>
<td>8/3 9/18 9/11 10/20 11/10-17</td>
<td>STEM Tour for 40 Aviation Reception and Tour for 85 Falcons Concert 40 top executives on campus 100 piece alumni art show @ the Pavilions Downtown. Good PR and connection for the college and art programs.</td>
</tr>
<tr>
<td>Castro/Noel Professorships</td>
<td></td>
<td>$30k new dollars/pledge (US Bank/P. Sandoval/Univision)</td>
</tr>
<tr>
<td>Hotel Learning Center</td>
<td>10/15</td>
<td>Meeting with Sage Hospitality (Walter Isenberg and Ken Geist) to begin fundraising strategies</td>
</tr>
</tbody>
</table>

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1 Quarterly Development, Metropolitan State College of Denver Board of Trustee Meeting 12/2/09  
Author: C. Napue 11/15/09
**New CVA Site Visit and Purchase**

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>9/22</td>
<td>Toored new location with Tim Schultz of Boettcher Foundation and Ralph Nagel, and several key leaders the Foundation board from the Latino community (donors, prospects and community/opinion leaders) secured $425,000 grant. Working on naming rights with Boettcher. CVA purchased on 11/2</td>
</tr>
</tbody>
</table>

**Other Accomplishments**

- Identified major donor prospective pool with high giving potential and some type of affiliation with the college (most alumni/past donors).
- Enhanced Donor Relations plan – campus events, thank you calls to all donors, Thanksgiving appreciation cards.
- Securing VPs gifts at President’s Society level and 100% participation.
- Athletic coding project – event outreach, membership drive (alumni from 1980s – to date).
- CoreFirst Bank – new to town had meeting to discuss their community engagement in CO./intro. MSCD.
- Anonymous Donor supporting undocumented students – full scholarship support; 1 student, committed to several others next semester.
- Utilization of Dr. Jordan in cultivation process through breakfast, lunch, tours, dinner parties for 8 (i.e. meeting with Dana Crawford, Daniel Yohannes, Joshua Gould, Larry Atler, Doak Jacoway). Great leads and willingness to support the College in diverse ways.
- Carrie met with Jamie Merisotis, President of the Lumina Foundation for Education, Washington DC. He is interested in doing a site visit to Metro State on his next trip to Denver.
- Mark Smith (15k funder of Mark J. Smith Education Scholarship for Finance) spoke before an audience of ~30 Metro State students, including the Financial Management Association (student club for finance).
- Greg Watts and Carrie meeting with Laura Merage of the Redline Art Gallery.

**Volunteer Leadership Support and Successes/Highlights**

- Chris Silvestri- identifying and introduction of new contacts to the College (WildBlue Communications, Jon Schlegel, United Launch Alliance, Mark VanTine).
- Carrie and Cherelyn in the midst of one-on-one visits with members of all 3 boards (starting with Trustees) Completed to date: Bill Hanzlik, Cindy Parsons.
- Bill Hanzlik working on reintroduction to Tom Gamel, and to Phil Rivard a successful alumnus--both friends of Bill.

**Help Needed**

- Introductions, meetings and visits for Dr. Jordan, Carrie, and development staff.
- Seeking sponsors and host committee for the Metro State signature event, The Plain and Fancy Ball (Sept. 2010).
Metro State Sponsored Research and Program Award Activity Report 2009-10
Metro State Sponsored Research and Programs Award Activity FY 2008-09

The Office of Sponsored Research and Programs (OSRP) is pleased to present this Executive Summary of Metropolitan State College of Denver’s OSRP Awards Activity for FY 2008-09. During this period continuing grants represented over $30 million in awards from external sponsors in support of faculty and staff research, public service, instruction, academic support, and student support activities.

Please note that this report only provides a summary of the FY 2008-09 proposals and awards handled by the Office of Sponsored Research and Programs and not other funds received by the College.

FY 2008-09 Award Activity and Submission by the College
Grants and contract activities continue to play an integral role in the on-going effort to create an environment that is supportive of research and innovative ideas conducted by the faculty and staff at Metropolitan State College of Denver. For FY 2008-09 there were a total of 17 new projects and/or contract agreements awarded, totaling $3,223,612. The total amount of continuation funding received for this fiscal year was $6,998,871, which included 25 continuing projects. Both new funding and continuation funding show increases over the previous FY period.

Table I: Total funding requested and awarded over 5-year period (in million dollar increments) through October 31, 2009

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Requested</th>
<th>Total Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004</td>
<td>$12.2</td>
<td>$8.5</td>
</tr>
<tr>
<td>2005</td>
<td>$8.5</td>
<td>$4.7</td>
</tr>
<tr>
<td>2006</td>
<td>$5.4</td>
<td>$4.7</td>
</tr>
<tr>
<td>2007</td>
<td>$7.6</td>
<td>$5.7</td>
</tr>
<tr>
<td>2008</td>
<td>$5.0</td>
<td>$2.6</td>
</tr>
<tr>
<td>2009</td>
<td>$10.2</td>
<td>$7.2</td>
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</table>

FY 2008-09 Office of Sponsored Research and Programs SUMMARY DATA

<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposals Submitted</td>
<td>43</td>
</tr>
<tr>
<td>Proposals Awarded</td>
<td>17</td>
</tr>
<tr>
<td>Dollars Requested</td>
<td>$17,803,774</td>
</tr>
<tr>
<td>Dollars Awarded</td>
<td>$3,233,612</td>
</tr>
<tr>
<td>Continuation Awards Generated</td>
<td>$5,778,048</td>
</tr>
<tr>
<td>ICR Awarded*</td>
<td>$1,790,774</td>
</tr>
<tr>
<td>Total Current and Future Grant Awards</td>
<td>$30,344,738</td>
</tr>
</tbody>
</table>

* Total ICR by award over the life of grants.
Proposal Submissions
For FY 2008-09 there were a total of 43 grant applications submitted representing a 23% increase from the previous fiscal year in newly funded grants with a total funding of $10,222,483. The indicator of proposal traffic is both the number of submissions and the number of awards, even though the dollar amount requested may vary from year-to-year. FY 2008-09 shows a 2% increase over the previous FY in submitted proposals versus awarded proposals.

Table IV: Number of Proposals Submitted versus Awarded for each FY

Awards by Source and Purpose
The majority of the support received has been provided by the federal government, accounting for 78% of the total award dollars.

The major portion of FY 2008-09 federal funding came from nine agencies: U S Department of Education (USDOE), National Institutes of Health (NIH), Library of Congress, National Science Foundation (NSF), U S Department of Health and Human Services (USDHHS), U S Department of Agriculture (USDA), U S Department of Energy (USDoE), Fulbright Programs and National Aeronautics and Space Administration (NASA). The College’s largest sponsor was the U S Department of Education with $4.3 million in funding.

Fee-for-services generated $2.2 million in awards during FY 2008-09, representing 42% of the total awards.

Goals:
- Increase by 50% or more the number of principal investigators who are engaged in program development and sponsored activities by the end of FY 10-11
- Enhance external funding by $35,000,000 by the end of FY 11-12
- Increase by 50% the level of funded projects by the end of FY 10-11
Report from General Studies Task Force
Report from the General Studies Taskforce

In a May 26, 2009 staff analysis regarding Metro State, the Higher Learning Commission determined that “the Commission will call for a mandated focused visit to the institution in fall 2010 to ascertain that the (General Studies) review is indeed productive and has resulted in a solid, revised program of general studies. It will be important for the institution to review the learning outcomes associated with general education, given the long period of review and the likelihood that the learning outcomes will have changed by now. It will also be important to incorporate the assessment of general education outcomes into the comprehensive assessment program at the College.”

To prepare for the focused site visit, President Jordan charged a taskforce of 14 members representing all 3 schools with preparing a proposal for revising the General Studies Program. This proposal will include a set of program learning outcomes, the framework or structure of the general studies curriculum (presently Level I and Level II), an assessment plan to measure the degree to which students are achieving the learning outcomes, and an implementation plan for the revised program. It is our goal to have the faculty vote on the proposed goals and student learning outcomes during spring semester 2010.

Historically, the faculty has worked on revising General Studies since 2004. In May 2005, a proposed General Studies revision was tabled due to a lack of support. A new committee was developed and reviewed general education programs at similar institutions. They developed a proposal which was reviewed by the chairs and Faculty Senate during Spring 2008. Again, this proposal lacked faculty support and was not implemented.

The General Studies Task Force is working at engaging the faculty in developing a revision of the General Studies program. Their work is building on:

- The work of the previous General Studies Committee
- A fall 2008 survey of the faculty about essential learning statements
- The expertise of the American Association of Colleges and Universities
- Model general education programs from comparator institutions
- State Guaranteed Transfer Pathways program

Communication Plan:

The previous revisions of General Studies proposals did not receive faculty support due to a lack of communication. The committees tried to engage the faculty but were unsuccessful. The General Studies Task Force is using a different approach. They are referring to this work as that of a “committee of the whole” in that they are proposing draft goals and student learning outcomes and asking the faculty to refine them. To accomplish this, they are using multiple communication channels:
As the General Studies Taskforce receives comments, concerns and questions about the proposed revisions, they are discussing them, incorporating them where appropriate and responding by adding them to a FAQ sheet.

Thus far, the General Studies Taskforce has proposed 4 goals and the student learning outcomes for goal 1. They have the first, very rough draft of the student learning outcomes for goal 2. They will refine this rough draft before presenting it to the faculty for feedback.

The General Studies Taskforce is writing Student Learning Outcomes with the goal of assessment. Some prototype assessments have been initiated that can be built off of for the program assessment. Again, the Taskforce is researching what other institutions are doing for general education program assessment.

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Goal 1: Develop intellectual and practical skills

Students will

- Recognize when information is needed, demonstrate the ability to locate sources, and evaluate the authenticity, validity, and reliability of resources applied to a specific purpose
- Create persuasive and well-reasoned arguments that are appropriate to topic and purpose
- Communicate in speech and writing, with an awareness of audience, by using language conventions appropriate to the occasion and task
- Analyze texts, sources, and argumentation and recognize fallacies of argument
- Use and document sources and evidence in an ethical manner
- Apply mathematical techniques, including statistics and probability, to the analysis of quantitative problems
- Communicate the mathematical process and results in text, graphics, and symbols
- Describe the elements of the scientific method
- Demonstrate effective use of technologies appropriate to the task and discipline

Goal 2: Explore essential knowledge, perspectives, and methods in Arts and Humanities, History, Social and Behavioral Sciences, and Natural and Physical Sciences

Being drafted November-December 2009; incorporating faculty suggestions December 2009 and January 2010

Goal 3: Understand the relatedness of diverse individuals, communities, and societies

Being drafted January 2010; incorporating faculty suggestions February 2010

Goal 4: Integrate knowledge and skills

Being drafted February 2010; incorporating faculty suggestions March 2010
<table>
<thead>
<tr>
<th>DATE</th>
<th>TASK</th>
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<tbody>
<tr>
<td>Sep 11, 2009</td>
<td>Task Force Charged – Communication between task force and college community discussed</td>
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<tr>
<td>Sep 18, 2009</td>
<td>Review of model general education curricula; general studies strategic plan</td>
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<tr>
<td>Oct 2, 2009</td>
<td>Discuss General Studies program – what would best serve students</td>
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<tr>
<td>Oct 9, 2009</td>
<td>Begin building foundational learning outcomes off of faculty survey and model general education programs</td>
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<tr>
<td>Oct 16, 2009</td>
<td>Continue building learning outcomes for foundational courses</td>
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<tr>
<td>Oct 23, 2009</td>
<td>Begin discussions with college-at-large about foundational learning outcomes</td>
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<tr>
<td>Oct 30, 2009</td>
<td>Continue discussions with college-at-large about foundational learning outcomes</td>
</tr>
<tr>
<td>Nov 6, 2009</td>
<td>Integrate college-at-large suggestions into foundational learning outcomes</td>
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<td>Nov 13, 2009</td>
<td>Integrate college-at-large suggestions into foundational learning outcomes</td>
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<tr>
<td>Nov 17, 2009</td>
<td>Town Hall Meetings to discuss Goal 1: Intellectual and Practical Skills (foundational learning outcomes)</td>
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<tr>
<td>Nov 20, 2009</td>
<td>Draft Student Learning Outcomes for Goal 2</td>
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<tr>
<td>Dec 4, 2009</td>
<td>Incorporate faculty input on Student Learning Outcomes for Goal 1 &amp; Discuss Student Learning Outcomes for Goal 2</td>
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<tr>
<td>Dec 11, 2009</td>
<td>Incorporate faculty input on Student Learning Outcomes for Goal 1 &amp; Discuss Student Learning Outcomes for Goal 2</td>
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<tr>
<td>Winter break</td>
<td>Read and study broad education, integration with skills and common knowledge</td>
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<tr>
<td>Jan 22, 2010</td>
<td>Town Hall Meeting to present proposed Student Learning Outcomes for Goal 2 to Faculty-at-Large; Discuss Student Learning Outcomes for Goal 3</td>
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<tr>
<td>Jan 29, 2010</td>
<td>Draft Student Learning Outcomes for Goal 3 while incorporating Goal 2 input from faculty-at-large</td>
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<tr>
<td>Feb 5, 2010</td>
<td>Town Hall Meeting to present proposed Goal 3 Student Learning Outcomes to faculty-at-large</td>
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<td>Feb 8-12, 2010</td>
<td>Faculty vote on Goals 1 &amp; 2 Student Learning Outcomes</td>
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<td>Incorporate faculty input on proposed Goal 3 Student Learning Outcomes &amp; Discuss potential Goal 4 Student Learning Outcomes</td>
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<td>Feb 19, 2010</td>
<td>Incorporate faculty input on Goal 3 Student Learning Outcomes &amp; Draft Goal 4 Student Learning Outcomes</td>
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<td>Feb 26, 2010</td>
<td>Incorporate faculty input on Goal 3 Student Learning Outcomes &amp; Draft Goal 4 Student Learning Outcomes</td>
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<td>Mar 5, 2010</td>
<td>Town Hall Meeting to present Goal 4 Student Learning Outcomes to Faculty-at-Large</td>
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<td>Mar 12, 2010</td>
<td>Incorporate faculty input into Goal 4 Student Learning Outcomes Start drafting Assessment Plan</td>
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<td>Mar 19, 2010</td>
<td>Incorporate faculty input into Goal 4 Student Learning Outcomes Start drafting Assessment Plan</td>
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<td>Apr 2, 2010</td>
<td>Incorporate faculty input into Goal 4 Student Learning Outcomes Start drafting Assessment Plan</td>
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<td>Apr 5-9, 2010</td>
<td>Faculty vote on Goals 3 and 4</td>
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<td>Apr 9, 2010</td>
<td>Work on Assessment Plan</td>
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<td>Apr 23, 2010</td>
<td>Work on Implementation Plan</td>
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<td>Apr 26-May 7</td>
<td>Work on Implementation Plan</td>
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