CALL TO ORDER
Chair Phelan called the meeting to order at 8:08 a.m.

ATTENDANCE Chair Phelan, Vice Chair Cohen and Trustees Esquibel, Hanzlik, Lucero, Robinson, Harris, Grimes, Higginson, and Nees were in attendance. Trustee Garcia-Berry attended telephonically. Trustee Bookhardt was excused.

APPROVAL OF MINUTES
Approval of December 2, 2010 Board Meeting Minutes
Trustee Hanzlik moved to approve the minutes of December 2, 2010. Trustee Robinson seconded the motion. The minutes, as presented, were approved unanimously.

REPORTS

Chair's Report - Chair Adele Phelan
Chair Phelan welcomed the new General Counsel, Loretta Martinez. She thanked all who made fall commencement successful, and reminded the Trustees that spring commencement will be on campus. The Higher Learning Commission conditionally approved all three master programs. She thanked everyone for their hard work. She and President Jordan will attend the Association of Governing Boards Conference in March. They will be on a panel called “Can This Marriage Be Duplicated: A Conversation About Successful Board-CEO Relationships”. She reminded Trustees about the Tri-Board Retreat on March 5, 2010.

AHEC Board – Trustee Maria Garcia Berry
Trustee Garcia-Berry relayed that the students will be voting in spring on an increase in the price of the RTD pass. The Board has encouraged the SGA to align and consolidate elections to increase voter turnout. She received a draft of the job description for the Executive Vice President of AHEC for review and comment.

President – Dr. Stephen Jordan
President Jordan also welcomed the new General Counsel, Loretta Martinez. He thanked Carl Powell for his service to the college as Vice President of Information Technology and he expressed his appreciation to Steve Beaty for stepping in as interim vice president. The Strategic Technology Advisory Committee (STAC) will look at organizational structures of the IT departments of peer institutions and make recommendations for the structure of Metro’s IT department. The Committee will also develop a position
description for the search for a new vice president of IT. President Jordan appreciated suggestions from the HLC committee for the implementation of master programs. Two reports will be submitted; a progress report in September 2011 and a monitoring report in December 2012. Chair Phelan has an article in AGB’s *Trusteeship* on taking control of our own destiny. President Jordan attended the first meeting with alumni in Phoenix. Excelencia In Education will be releasing a report on Friday the 5th on emerging HSIs, and Metro State is one of four institutions profiled. Metro is seen as a model for other institutions due to our affirmative, intentional pursuit of that designation. Representative Jared Polis and Deputy Provost Luis Torres will be part of Excelencia’s panel discussion. Enrollment has increased seven percent over last spring and classroom space continues to be at a premium. Metro and CCD have leased space in the Starz Theater and conference rooms are being used as classrooms. The renovation of the old science building will add classroom spaces but will not solve the space issue, so it is important to begin planning the second neighborhood building. Mrs. Jordan will be calling Board members regarding the Plain & Fancy Ball, being held at Invesco to celebrate Metro’s 45th anniversary. Dr. Jordan distributed a handout with the Governor’s charges for the Strategic Planning Committee and the four subcommittees. He is the representative of the four-year comprehensive institutions on the Mission Subcommittee. President Foster will be the representative on the Sustainability Committee, President Helman is on the Pipeline Committee, and President Svaldi is on the Accessibility Committee. President Jordan also spoke about the work surrounding the higher education flexibility bill by Senators Morse and Penry. Colorado Concern has made this their most important issue. Dan Ritchey, the chair of Colorado Concern, has met with all members of the planning committee. They are evaluating public authority status for institutions. Two resources are being used in the evaluation. Trustee Cohen hopes to see long-term thinking and not short-term solutions.

**Legislative Report – Capstone Group, LLC**

Christine Staberg told the Trustees that the Governor has sped up the process of the Strategic Planning Committee. The flexibility bill is Senate Bill 10-03. She has never seen such cooperation among the higher education presidents during a legislative session. Metro State had two amendments to Senate Bill 10-036 on the first day of the session and it was signed by the Governor on the third day of the session. The bill dealt mostly with K-12 education, but also dealt with teacher education and Colorado’s race to the top applications. Senator Johnston assisted with that, and is working on a more comprehensive teacher education reform proposal. Capstone is working with Senator Steadman, the new senator for the district that includes Auraria campus, on an art in public places bill, Senate Bill 10-014, that would require a one percent allotment for art. There are discussions with the senator regarding controlled maintenance, donated art and Foundation donations for capital projects. There is now consensus on the transferability of credits from two-year to four-year institutions. There is bipartisan support for bills regarding degrees of designation (two year degrees at community colleges) and setting a minimum number of transfer credits. They are also working with the Joint Budget Committee to make sure the allocation of the funding cuts to Metro State and how they are backfilled with federal money protects our minimum needed in fee-for-service
necessary for eligibility for the Treasurer's intercept program. The intercept program gives us a much better bond rating and saves the college millions of dollars.

**Student Government – Student Government Assembly President**

**Andrew Bateman**

Trustee Bateman spoke with the Higher Learning Commission regarding how the SGA is addressing graduate students. Graduate students can participate in SGA, but by statute, cannot run for Student Trustee. Graduate student advisors will assist SGA with integrating graduate students into student government. The SGA, in collaboration with several Metro departments and facilities representatives from AHEC, is seeking student designers for new, artistic, bike racks for the campus. The group is offering cash prizes for two or three designs and will place plaques on the new bike racks crediting the students who win. The installation of street signs on campus is ongoing, and will decrease response time for emergencies. The textbook exchange Web site will be launched after working out some policy issues. The three student governments on campus are holding elections concurrently. The RTD pass increase is included in those elections. The Associated Students of Colorado has launched an initiative called ‘I Am Higher Education’, which is centered around the lack of higher education funding in Colorado. They are coordinating campus rallies on February 17th, and on March 3rd, they are gathering for a march to the Capitol and a demonstration on the west steps.

**Finance Committee – Trustee Ellen Robinson**

The finance committee continues to monitor the efforts around Rightsizing With Technology and the construction projects. Trustee Robinson introduced Dr. Robert Williams, a consultant helping to oversee the $4 million in rightsizing projects. There are 35 projects with 15 project managers. The rightsizing effort is on schedule. Saunders Construction had been chosen to build the Student Success Building. The Finance Committee continues to work on the budget.

**Academic and Student Affairs Committee – Trustee Antonio Esquibel**

No report.

**Public-Private Partnerships – Trustee Dawn Bookhardt**

Trustee Robinson gave the P3 report for Trustee Bookhardt. The P3 Committee discussed the need to move the Hotel Learning Center due to utility and water lines that run under the original site. Moving the lines could cost a considerable amount of money and take twelve to eighteen months. No Board action or approval was deemed necessary as the location change will be submitted to the Auraria Board.

**Foundation Report - Trustee Rob Cohen**

Trustee Cohen noted that the next Foundation Board meeting is February 9, 2010. Recent major gifts to the Foundation include one from Boettcher for $425,000, and an $80,000 grant for the Nursing Program from the Caring for Colorado Foundation. Public art for the Student Success Building will be a sculpture of significant size, about 11 x 11 feet in circumference. The theme of the piece relates to the importance of water to all cultures. The benefactor is interested in generating educational discussions of the importance of
water and art. The CVA grand opening will be June 3, 2010. He reminded the Board of the Tri-Board Retreat, and urged Board members to give to the foundation before the end of the fiscal year.

**Faculty Senate – Professor Lynn Kaersvang, President**
Professor Kaersvang reported that the HLC visit was successful and thanked the faculty for their hard work in reviewing all three master programs’ curricula in about one month. She also credited Sheila Thompson with focused leadership. A faculty climate survey will run concurrently with the campus-wide climate survey by ModernThink. The faculty are fully supportive of both Handbook changes on the agenda today. The Faculty Evaluation Committee meets Fridays for two hours. She encouraged Board members with thoughts or ideas about faculty evaluations to contact the Provost. Work on faculty compensation continues, but will be held until budget and faculty evaluation parameters become clearer. General Studies work is moving quickly.

**Council of Chairs – Mr. Greg Watts**
No report.

**Alumni – Alumni Representative Gerie Grimes**
The fundraising goal for the Plain & Fancy Ball is $300,000. Nominations for the People of the Year are due back on February 28th, and winners will be announced March 12th so they can assist with sponsorships and attendees. On January 29th, Alumni Relations had their advocacy training day. Outstanding Alumni Awards are April 21st. Roy Alexander, an alumnus and retired CEO of Colorado Housing and Financing Authority had a $50,000 endowment scholarship established in his name. The name assessment of the college was a big topic at the Alumni Board meeting. Black History Month events include the Rachel B. Noel Distinguished Visiting Professorship and the Black World Conference. The week of February 15, three candidates for the position of Executive Director of the Alumni Office will be interviewed.

**ACTION ITEMS**

**Handbook Updates – Section VII: Reappointment, Tenure, Promotion, Post-Tenure Review and Emeritus Status**
Dr. Luis Torres stated that these changes to the Handbook had been approved by the Handbook Committee, the President’s Cabinet, and are supported by Academic Affairs. He described the submission and review process for dossiers and the impetus for this change. There are several levels of review of dossiers, and faculty were concerned that at one level or another, someone may add information, beyond the required letter of evaluation, to a dossier without the faculty member’s knowledge. This change allows faculty members to receive a copy of any additions to their dossier and provides the opportunity for response. Any addition and response will become part of the dossier as it goes through subsequent levels of review. The Academic and Student Affairs Subcommittee reviewed this as well. This process change is already being practiced; it is merely being added to the Handbook. Trustee Esquibel moved for approval. Trustee
Lucero seconded the motion. The Board **unanimously approved** the Handbook changes.

**Study Abroad Program in Ethiopia**
Dr. Thobhani provided some background for the Board. About two or so years ago, President Jordan approved Metro’s work to expand its globalization efforts. Metro State entered into several partnership agreements with India and China. The Cunningham Foundation approached the International Studies Program about some development work in Ethiopia. President Jordan approved some visits. International Studies wanted to work with some universities there, and identified Aksum University. Askum is one of Denver’s sister cities, and the University has some similarities to Metro State. This proposal is for Metro students to have study abroad opportunities at Askum University, and for Metro faculty members to engage in exchange relationships with Askum faculty.

Trustee Esquibel noted that this was discussed in the Academic & Student Affairs Subcommittee, and he moved for approval. Trustee Lucero seconded the motion, a vote was taken, and the Study Abroad Program in Ethiopia was **approved unanimously**.

**Revised Fiscal Year 2010 Operating and Auxiliary Budgets**
Vice President Lutes noted that although there could be changes by March, she’d like to get approval to have the basis for developing fiscal year 10/11 budgets. Right now the budget is almost exactly the same as last year, so we are holding stable. About 50% of our state funding is from state general fund dollars and 50% is from stimulus funds. The only adjustment is a $9,000 decrease in anticipated Indirect Cost Recovery (ICR) dollars. Bond revenue will be reported separately and will be split out as follows: 70% for the building, 20% for scholarships, and 10% for remodeling and renovations. The Joint Budget Committee is still $60 million dollars apart on reconciling the state budget. President Jordan is concerned there will be further reductions in FY11/12. Vice President Lutes will bring the FY 10/11 budget forward at the next Board meeting. The Finance subcommittee recommends approval, and Trustee Robinson moved to approve the budget. Trustee Lucero seconded the motion. Chair Phelan called for a vote, and the budget was **approved unanimously**.

**Resolution Regarding an Assessment of the College’s Name**
Trustee Cohen stated that the resolution calls for the Board to authorize a formal process for the administration to conduct an assessment of the college name to determine its overall contribution to the college’s vision, loyalty, brand, and image. The Board’s intent is for an open, transparent process with opportunity for all stakeholders to voice their opinions and thoughts. He moved for approval of the resolution. Trustee Robinson seconded his motion. Trustee Harris asked about the parameters for the assessment; is it internal, external, does it cost money? Communications AVP Cathy Lucas introduced Stacy Lewis and Chuck Gross of Sector Brands, who have worked with Metro for more than five years now on Metro’s integrated marketing campaign. Ms. Lewis described the process, including focus groups, interviews with internal and external parties, and an online survey to sample alumni. Sector Brands will use both quantitative and qualitative data. They will not be making recommendations about whether or not to change the name; they will not be testing new names; they will assess whether our current name
works, fits our brand, and helps or hinders us moving forward. The assessment is budgeted for under $25,000. Chair Phelan called for a vote. The Resolution was approved unanimously.

CONSENT ITEMS
Office of Human Resources report of personnel actions which have occurred since the last Board meeting on December 2, 2009
Before approving the consent item, Trustee Harris asked if the Board could see a frame of reference for personnel recommendations; perhaps diversity statistics, tenure statistics, etc., instead of seeing them only individually. That data is included in Information Item D in today’s materials for the faculty hiring, tenure, and promotion updates. The data is on the college’s Web site showing employee groups by ethnicity and gender. Contextual data from that can be added to Board materials. A motion was made to approve the personnel actions, and was seconded by Trustee Lucero. The Board approved the personnel actions unanimously. Chair Phelan noted that General Counsel Loretta Martinez was now formally and officially approved.

INFORMATION ITEMS (Requires no approval by the Board of Trustees)
Office of Human Resources report of personnel actions which have occurred since the last Board meeting on December 2, 2009
No further discussion other than referenced above.

General Studies Program Revision Update
Dean Foster presented on behalf of Provost Golich. She stated that the task force is moving at warp speed. They meet every Friday for and hour and a half. Currently, they have a draft of four goals and student outcomes for each. A task force member and a Faculty Senate General Studies Committee member go together to departmental meetings to engage the faculty in the discussions. Feedback is brought to the task force. They have developed an updated FAQ, have launched a Web site, and are having town hall meetings. Faculty from all three schools, Chairs, and Faculty Senate are all involved. They are hoping to have the faculty vote before spring break. Dean Foster credited Sheila Thompson for her assistance in general education and assessment.

General Studies Policy Enforcement
Dr. Sheila Thompson stated that current policy is that students should complete their level-one general studies within their first 30 credit hours. But the policy has not been enforced. General Studies is comprised of the foundation courses; communication, composition, and mathematics. The General Studies Completion Committee has implemented some practices in order to enforce the policy. New students who started this past fall had a hold on their account that required either: evidence of exemption based on ACT scores, or evidence of having taken the Accuplacer test. The Committee is communicating with continuing students who have taken 60 or more credits without completing these courses. The majority of these are in math, and the math department has been adding sections to accommodate both new and continuing students.
Faculty Hiring and Tenure and Promotion Updates
Dr. Luis Torres stated that twenty four faculty have applied for tenure and/or promotion to associate professor. Thirteen of those are seeking tenure and promotion on the normal six-year cycle. Seven are seeking tenure and promotion after four years at Metro. Thirteen are applying for promotion to full professor. Approximately 200 faculty are being evaluated this year. Metro currently has about 404 tenure-track and tenured professors, illustrating he significant change occurring at Metro State. Metro’s original goal was to have 60% of credit hours taught by tenured and tenure-track faculty. However, while going through these budget issues, it seemed reasonable to hold the 60% at full-time faculty, whether they are tenured, tenure-track, or full-time visiting faculty. Once the budget issues have passed, Metro will return to the original goal. Metro will hire between 38 and 40 tenure-track faculty for next year. Twenty six of those will be conversions from visiting to tenure-track. Twelve will be replacements for retiring faculty, so there’s no net increase, just a change of status.

ADDITIONAL ITEMS
Update on First Year Success Program Retention Rates
President Jordan asked VP Kathy MacKay to update the Board on retention rates in the First Year Success Program. After the pilot of 200 students, the number was increased to 400 for fall. Another 200 will be added this fall for a total of 600 students. Our Fall 2009 – Spring 2010 retention rate for students in the First Year Success Program was over 90%. Those students with a 2.3 grade average and below will be the focus of a more intrusive support program.

PUBLIC COMMENT
There were no individuals seeking public comment.

ADJOURNMENT
Chair Phelan adjourned the meeting at 11:05 a.m.