

**TRUSTEES OF THE
METROPOLITAN STATE COLLEGE OF DENVER**

**Wednesday, February 5, 2003
11 a.m. – 4 p.m.
Tivoli Student Union, Room 320
Auraria Campus**

I. CALL TO ORDER

The meeting was called to order at approximately 11:25 a.m. by Chair Benson. It was then moved and seconded to adjourn to Executive Session. The motion passed unanimously.

Board of Trustees Present:

Trustee Bruce Benson
Trustee Gin Butler
Trustee Alex Cranberg
Trustee Mark Martinez
Trustee Adele Phelan
Trustee Ann Rice
Trustee Pat Wiesner
Faculty Trustee Gene Saxe
Student Trustee Harris Singer

Metro State Cabinet Present:

Sheila Kaplan, President
Teri Bokn, Executive Assistant to the President
Michael Barnett, Vice President for Finance and Administration
Lee Combs, General Counsel
Gay Cook, Vice President for Executive Operations and Planning
Percy Morehouse, Executive Director, Equal Opportunity
Cheryl Norton, Provost and Vice President for Academic Affairs
Yolanda Ortega-Ericksen, Vice President for Student Services
Carolyn Schaefer Wollard, Vice President for Institutional Advancement

II. EXECUTIVE SESSION

The board convened into Executive Session for the purposes of discussing personnel matters in accordance with 24-6-402(3)(b)(I), C.R.S., and to confer with the Board's attorney to receive advice on a specific legal question in accordance with 24-6-402(3)(a)(II), C.R.S.

III. APPROVAL OF MINUTES

- A. **December 4, 2002, Board Meeting Minutes:** It was moved and seconded to approve the minutes of the December 4, 2002, Board Meeting as presented. The motion passed unanimously.

IV. REPORTS

- A. **Board Chair:** Chair Benson reported that the Trustees had appeared before the Senate Education Committee for their confirmation hearing that morning. He then reviewed the process and proposed timeline for the Trustee Handbook and Policy Manual revisions and encouraged comments. Regarding the core curriculum review, he charged faculty and administrators to move forward, ensuring that academic excellence is achieved.
- B. **President:** President Kaplan reported that the Senate Education Committee hearing on the Trustees' confirmation was very positive. February 5, 2002, census data reported an estimated student enrollment of 19,225, an increase of 1,000, with a total growth of 7.3% for the year.
- C. **Student Government:** Student Trustee, Harris Singer, reported on activities of the Student Government and rallied for continued unity between the students and the college.
- D. **Faculty Senate:** Joan Foster, President of the Faculty Senate, reported that faculty was ready to provide their comments to the handbook/policy manual. She said that they are concerned about the budget and are gathering ideas for "stretching" and streamlining procedures to be more cost effective. She is also working on a budgetary efficiency program with the chairs of the administrative and classified councils. Trustee Martinez also encouraged faculty to contact state legislators with their concerns.
- E. **Legislative Report:** The legislative report was submitted as a written report by Corporate Advocates.

V. ACTION ITEMS

- A. **Approval of a Declaration of Fiscal Emergency for the College and Approval of Revised 2002-03 Metro State Operating Budget:** Mr. Michael Barnett, Vice President of Finance and Administration, gave an overview and answered questions. It was moved and seconded to table the approval of a Declaration of Fiscal Emergency for the college until more information was provided. The motion was passed unanimously. It was

then moved and seconded to approve the revised 2002-03 Metro State operating budget. The motion passed unanimously.

- B. Approval of Metro State's Early Retirement Incentive Program for Faculty and Exempt Administrators: Mr. Michael Barnett, Vice President of Finance and Administration, gave an overview of the Early Retirement Incentive Program for faculty and exempt staff and answered questions. Faculty Trustee Saxe expressed his concerns about the future effect of the program. It was then moved and seconded to approve Metro State's Early Retirement Incentive Program for faculty and exempt staff. The motion passed unanimously.

It was moved and seconded to cap the payment from Metro State at \$1.6 million for the Early Retirement Incentive Program. The motion passed unanimously.

- C. Approval of Proposed Changes in Metro State's Course Fees, Effective Fall 2003: Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, gave an overview of the proposed changes in course fees and answered questions. It was moved and seconded to approve the proposal for changes in Metro State's course fees, effective fall 2003. The motion passed unanimously.
- D. Approval of Initial Appointments of Non-Temporary Administrative Appointments : It was moved and seconded to approve the initial non-temporary/temporary administrative appointments since November 2002. The motion passed unanimously.

VI. ITEMS FOR DISCUSSION & POSSIBLE ACTION

- A. Proposal to Change the Name of the Generalist Concentration in Human Services Major to the Counseling and Mental Health Services Concentration: Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, gave an overview and answered questions. It was moved and seconded to approve the proposal to change the name of the Generalist concentration in the Human Services Major to the Counseling and Mental Health Services concentration. The motion passed unanimously.
- B. Proposal for a Certificate in Geotechnology Systems (GTS): Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, gave an overview and answered questions. It was moved and seconded to approve the proposal for a certificate in Geotechnology Systems. The motion passed unanimously.

- C. Proposal for a Concentration in Music Composition under the B.M. in Music: Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, gave an overview and answered questions. It was moved and seconded to approve the proposal for a concentration in Music Composition under the B.M. in Music. The motion passed unanimously.

VII. PRESENTATIONS

- A. Online Course Management System Selection Process and Decision: Mr. Charles Hathaway, Technical Coordinator, Center for Academic Technology, gave a presentation on the process for how the decision was made in choosing the new online course management system.
- B. Overview of the Potential for Development of a Registered Nursing Program: Dr. Sandra Haynes, Interim Associate Dean, School of Professional Studies, gave a presentation on the development of a Registered Nursing program. The board encouraged continued research and a presentation of more information at a later date.

VIII. WRITTEN REPORTS FOR POSSIBLE DISCUSSION

- A. CCHE Performance Funding Report, February 2003: There was no presentation as this was an information item only.

IX. PERSONNEL INFORMATION ITEMS

- A. Personnel Actions Delegated to the President: There was no presentation as this was an information item only

X. PUBLIC COMMENT

Brotha Seku, President of the Student Government Assembly, expressed appreciation for the budget process and feedback as well as student concerns.

Jim Becker, President of the Classified Council, expressed the concerns of the Classified employees regarding a fiscal emergency and how it was affecting morale.

Charlotte Murphy, Chair of the Mathematical and Computer Sciences Department, read a Resolution from Council of Chairs regarding tenured/tenure track faculty.

XI. ADJOURNMENT

It was moved and seconded to adjourn the meeting at approximately 4:32 p.m. The motion passed unanimously.