

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

Wednesday, March 5, 2003

*** 8 a.m. – 12 noon**

Tivoli Student Union, Room 640

Auraria Campus

MINUTES

**(The Executive Session is expected to last approximately 1.5 hours, and the Open Session is expected to begin at approximately 9:30 a.m.)*

I. CALL TO ORDER

The meeting was called to order at approximately 8:05 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 (Excused)
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.

III. APPROVAL OF MINUTES

- A. February 5, 2003, Board Meeting Minutes: It was moved and seconded to approve the minutes of the February 4, 2003, Board Meeting as presented. The motion passed unanimously.

IV. REPORTS

- A. Board Chair: Chair Benson expressed sadness and condolences for the death of Metro State student Elizabeth Sentel. He reported that at the last AHEC Board meeting items of discussion included: parking bonds and a parking structure for the Auraria Campus; RTD is considering raising its fees to students; the King Bill on “Higher Education Opportunity Stipends”; and, there is hope that the budget cuts won’t be as bad as first thought. He reminded everyone that written input on the revised policy manual and handbook is due by March 21, 2003.
- B. President: President Kaplan reported that the discussions at CCHE’s CEO meetings have been around the current budget cuts and what decisions can be made to meet the reductions; they continue to remain optimistic about the budget. She acknowledged the great work the Auraria Health Center did on distributing information and answering questions regarding the recent death of Metro State student Elizabeth Sentel of meningitis. She also reported that the CCHE QIS ranked Metro State #1 for points.
- C. Student Government: Student Trustee Harris Singer reported on student concerns which included: the possible RTD strike and how that will impact students; departments cutting syllabus copying because of budget cuts; and the revised policy manual and how to give student input. He reported that students are satisfied with their education and want to keep that in the public eye, although they still feel “disconnected” and not cared about. He recommended a task force to analyze this further as well as a possible monthly or bi-monthly student meeting with the Board. He again urged for improved relationships between the students and the College.
- D. Faculty Senate: Joan Foster, President of Faculty Senate, gave an update on some of the concerns/comments of the faculty regarding the revised policy manual.
- E. Legislative Report: Jep Seman, lobbyist, gave an update on the work t the legislature that will affect Metro State.

V. PRESENTATIONS

- A. Noel-Levitz Student Satisfaction and Institutional Priority Inventory Surveys: Ms. Yolanda Ortega Ericksen, Vice President of Student Services, introduced Teresa Farnum and Richard Miller of Noel-Levitz

and Kate Lutrey, Assistant to the Vice President for Retention Projects who then gave a presentation and answered questions on the Noel-Levitz Student Satisfaction and Institutional Priority Inventory Surveys.

- B. Overview of Post-Census Spring Semester 2003 Enrollment: Mr. Bill Hathaway-Clark, Director of Admissions, gave a presentation and answered questions on post-census Spring Semester 2003 enrollment.

VI. ACTION ITEMS

- A. Approval of Low Demand Academic Programs: Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, gave an overview and answered questions regarding Low Demand academic programs. There was extended discussion on the Surveying and Mapping, African American Studies, and Physics programs.

It was moved and seconded to approve the continuation of the exemption of the Surveying and Mapping program with the understanding that it be cash funded within a year, and that this decision be forwarded to CCHE staff. The motion passed unanimously.

It was moved and seconded to approve the continuation of the exemption of the Physics program and that this decision be forwarded to CCHE staff. The motion passed unanimously.

It was moved and seconded to approve the continuation of the exemption of the African American Studies program and that this decision be forwarded to CCHE staff. The motion passed by majority vote: Trustees Cranberg, Phelan, Saxe and Wiesner in favor – Chair Benson, Vice Chair Rice and Trustee Butler opposed.

- B. Approval of Personnel Items: It was moved and seconded to approve the Personnel Items submitted. The motion passed unanimously.
- C. Endorsement of the King Bill on “Higher Education Opportunity Stipends”: It was moved and seconded to endorse the King Bill on “Higher Education Opportunity Stipends” and to instruct the college’s lobbyists to work on its behalf. The motion passed by majority vote: Faculty Trustee Saxe opposed.
- D. Approval of a “Separation Incentive” Program for Classified Staff Subject to Layoff: It was moved and seconded to approve the “Separation Incentive” program for Classified staff subject to layoff with a cap of \$25,000 per eligible employee affected by the elimination of a targeted position. The motion passed unanimously.
- E. Board Treasurer Duties: It was moved and seconded to adopt the following resolution regarding the Board Treasurer Duties:

Resolved, that the board hereby acknowledges that pursuant to the bylaws set forth in Trustee policy manual section 1.4 at Article II, Section 7, which is in force and effect under the terms of section 23-54-102(6), CRS, all the duties of the board treasurer are delegated and assigned to the Vice President for Administration and Finance of Metropolitan State College of Denver, and have been since July 1, 2002. The elective board position of the treasurer is presently a title only, the titleholder having no specific duties pursuant to the present statute and bylaws.

The motion passed unanimously.

VII. ITEMS FOR DISCUSSION & POSSIBLE ACTION

Curriculum: Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, gave overviews and answered questions on the following curriculum items:

Change in Degree Title

- A. Proposal to change the degree title of the Industrial Design Degree from B.A. to B.S.: It was moved and seconded to approve the proposal to change the degree title of the Industrial Design Degree from B.A. to B.S. The motion passed unanimously.

New Minors and Concentrations:

- B. Proposal for a new minor in Digital Media: It was moved and seconded to approve the proposal for a new minor in Digital Media. The motion passed unanimously.
- C. Proposal to delete the Broadcasting concentration in the Speech Communication Major and add concentrations in Broadcast Journalism, Broadcast Performance, and Broadcast Production: It was moved and seconded to approve the proposal to delete the Broadcasting concentration in the Speech Communication Major and add concentrations in Broadcast Journalism, Broadcast Performance, and Broadcast Production. The motion passed unanimously.

New Names

- D. Proposal to change the name of the Manufacturing concentration in Mechanical Engineering Technology to Computer-Aided Manufacturing: It was moved and seconded to approve the proposal to change the name of the Manufacturing concentration in Mechanical Engineering Technology to Computer-Aided Manufacturing. The motion passed unanimously.
- E. Proposal to change the name of the Aircraft Systems Management concentration in the Aviation Technology major to Aerospace Operations concentration: It was moved and seconded to approve the proposal to

change the name of the Aircraft Systems Management concentration in the Aviation Technology major to Aerospace Operations concentration. The motion passed unanimously.

Increase in Hours

- F. Proposal for an increase in hours for the Nursing Program: It was moved and seconded to approve the proposal for an increase in hours for the Nursing program. The motion passed unanimously.

- G. Proposal for an increase in hours for the Computer Science Program: It was moved and seconded to approve the proposal for an increase in hours for the Computer Science program. The motion passed unanimously.

VIII. WRITTEN REPORTS FOR POSSIBLE DISCUSSION

- A. Overview of the General Studies Program (*Dr. Joan Foster, President of the MSCD Faculty Senate*)

It was decided to table this item until the April Board meeting to allow more time for discussion.

IX. PERSONNEL INFORMATION ITEMS

- A. Personnel actions delegated to the President: There was no presentation as this is an information item only.

X. PUBLIC COMMENT

Jim Becker, President of the Classified Council, requested the board and administration to take the Classified Staff into consideration when reviewing the budget and reorganization and that they continue to be informed. He said the Separation/Incentive program for Classified Staff was appreciated.

XI. ADJOURNMENT

It was moved and seconded to adjourn the meeting at approximately 2:43 p.m. The motion passed unanimously.