

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

**Wednesday, May 7, 2003
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 8:07 a.m. by Chair Benson.

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. APPROVAL OF MINUTES

- A. April 2, 2003, Board Meeting Minutes: It was moved and seconded to approve the minutes of the April 2, 2003, Board Meeting as presented. The motion passed unanimously.

- B. April 15, 2003, Special Executive Session Board Meeting Minutes: It was moved and seconded to approve the minutes of the April 15, 2003, Special Executive Session Board Meeting as presented. The motion passed unanimously.

III. REPORTS

- A. Board Chair: Chair Benson reported that the governor and legislature are making hard budget-related decisions ; he commended the college staff for their work with the budget cuts; and he reported that AHEC is doing serious budget cutting. He said the Blue Ribbon Panel's Voucher bill died in committee on a 7-9 vote, and that work is continuing on Metro State's Nursing Program. Lee Combs and John Sleeman gave a presentation on the Open Meetings Law and how it relates to the board's Executive Sessions.
- B. President: President Kaplan announced that Spring Commencement is Sunday, May 18, at the Colorado Convention Center and Representative Lola Spradley, Speaker of the House, will be the keynote speaker. She handed out an explanation of CCD students' transfer patterns and called attention to the article in CrossTalk, featuring Chair Benson, and to the Time magazine cover of March 24, which featured a Metro State graduate involved in the war in Iraq. She also noted that the Daniels Fund donated a one-year grant of \$200,000 to the Metro State scholarship fund.
- C. Student Government: Student Trustee Harris Singer reported on the Student Government elections, the student activities leadership conference, and called for more communication between the administration and students during the restructuring process.
- D. Faculty Senate: Joan Foster, President of Faculty Senate, spoke of the all the changes in the last academic year and the impact on the faculty. She suggested the Board consider an open reception before the Trustee Dinner to meet informally with faculty, staff and students.
- E. Legislative Report: Jep Seman, lobbyist, reported that today, May 7, 2003, was the last of the legislative session and gave an update on legislation affecting Metro State.

IV. PRESENTATIONS

- A. Tuition Increase for FY 2003-04: Mr. Michael Barnett, Vice President of Finance and Administration, and Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, led a discussion on tuition scenarios presented in preparation for a vote at the June or July Board Meeting.

It was moved and seconded that the board (1) commend the work and commitment of the Metro faculty and (2) set as a priority the investment of resources into the hiring of full-time, tenure track faculty. The motion passed unanimously.

Chair Benson asked for a sense of the board on a tuition increase. Chair Benson and Trustee Martinez favored an increase of 5%; Faculty Trustee Saxe and Student Trustee Singer an increase of 7%; and all the others supported an increase between 5-7%.

V. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- A. Hearing on the Proposed MSCD Trustees Policy Manual and MSCD Handbook for Professional Personnel: Mr. Bruce Benson, Chair, Board of Trustees, led the open hearing regarding the proposed MSCD Trustee Manual and MSCD Handbook for Professional Personnel. Several specific issues were discussed at length. The Board then informally agreed to continue to move forward with a final draft to be presented at the June Board meeting.

VI. ACTION ITEMS

- A. Approval of Student Affairs Fee Allocation Plan (*Ms. Yolanda Ortega Ericksen, Vice President of Student Services, and Dr. Karen Raforth, Associate Vice President and Dean of Student Life*)

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

- B. Approval of Student Vote to Continue the RTD Bus Pass Program: Ms. Yolanda Ortega Ericksen, Vice President of Student Services, gave an overview of the RTD Bus Pass Program. It was moved and seconded to approve the student vote to continue the RTD Bus Pass Program. The motion passed unanimously.

- C. Curriculum (Dr. Cheryl Norton, Provost and Vice President of Academic Affairs)

- a. Proposal for an Increase in the Requirements for the Computer Science Minor Required for the Computer Science Concentration of the Mathematics Major

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

- D. Approval of Appointment of President Sheila Kaplan as Board Secretary and of Michael Barnett, Vice President for Finance and Administration, as Board Treasurer: It was moved and seconded to approve the appointment of President Sheila Kaplan as Board Secretary and Michael Barnett, Vice President for Finance and Administration, as Board Treasurer. The motion passed unanimously.

- E. Personnel Matters: It was moved and seconded to approve the personnel items as presented. The motion passed unanimously.

VII. WRITTEN REPORTS FOR POSSIBLE DISCUSSION

- A. FY 03 Third-Quarter Budget Update: Mr. Michael Barnett, Vice President of Finance and Administration, presented the FY03 third-quarter budget.

VIII. PERSONNEL INFORMATION ITEMS

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

IX. PUBLIC COMMENT

Alton Clark, Associate Director of Veteran's Upward Bound, spoke on the concerns regarding the future of the African American and Chicano Studies programs.

X. EXECUTIVE SESSION

At approximately 1:47 p.m., it was moved and seconded to adjourn to Executive Session. The board convened into Executive Session to confer with the Board's attorney to receive specific advice on legal questions in accordance with 24-6-402(3)(a)(II), C.R.S. It was confirmed by Lee Combs, General Counsel, that it was indeed appropriate for the Board to adjourn to Executive Session for this purpose. The motion passed unanimously.

XI. EARLY RETIREMENT/SEPARATION AGREEMENTS FOR EXEMPT ADMINISTRATORS

The board reconvened in open session at approximately 2:40 p.m. It was moved and seconded to authorize the President to rescind all early retirement/separation incentive agreements with the 10 exempt administrators and to release those employees from their promise to retire. The motion passed unanimously.

XII. ADJOURNMENT

It was moved and seconded to adjourn the meeting at approximately 2:45 p.m.. The motion passed unanimously.