

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

**Wednesday, October 2, 2002  
8 a.m. to 12 noon  
Tivoli Student Union, Room 320  
Auraria Campus**

**MINUTES**

- I. The meeting was called to order at approximately 8:30 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

**Metro State Cabinet Present:**

Sheila Kaplan, President  
Teri Bokn, Executive Assistant to the President  
Michael Barnett, Interim Vice President for Administration and Finance  
Lee Combs, General Counsel  
Gay Cook, Vice President for Executive Operations and Planning  
Jay Martin, Interim Vice President for Information Technology/CIO (EXCUSED)  
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 (EXCUSED)

**II. APPROVAL OF MINUTES**

- A. **September 4, 2002, Board Meeting Minutes:** It was moved and seconded that the minutes of the September 4, 2002, Board Meeting be approved with a change to the wording in Item XI to state "up to a maximum of". The motion passed unanimously.

**III. REPORTS**

- A. **Board Chair:** Chair Benson expressed his appreciation for the dinner with the faculty senate and breakfast with students. Vice Chair Rice will be signing the contract for legal assistance in preparing board policy books.
- B. **President:** President Kaplan reported that the final FTE is up 7.1%; headcount is up 5.2%. Metro State is the fastest growing college in the state and ranked number 1 in the state with 12, 000 on-line students for the 02-03 Academic year.

Dr. Kaplan reported that Metro State was rated in America's Best Colleges in US News & World Report. She also reported on the recent visit of Afghanistan women to Colorado and the different events and training Metro hosted on their behalf. Auraria Executive Council has agreed to mandatory TB screening for international students and how that will affect the students. Dr. Kaplan reported on undocumented students and Metro's policies on charging tuition; and the 60+60 agreement. She also reported on the current financial status of the state and how it will impact Metro State. Lee Combs met with John Sleeman and Jerry Jones to plan the work on the handbooks.

#### **IV. ACTION ITEMS**

- A. Approval of FY 02-03 Budget-Changes and Reconciliation, Including Fall Enrollment Results and Additional Anticipated Rescissions: After a presentation and overview by Mr. Michael Barnett, Interim Vice President of Administration and Finance, it was moved and seconded to approve the FY 02-03 budget changes and reconciliation, including fall enrollment results and additional anticipated rescissions. The motion passed unanimously.
- B. Approval of Proposed Changes in Metropolitan State College of Denver's Course Fees, Effective Spring 2003: After a presentation and overview by Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, it was moved and seconded to approve the proposed changes in Metropolitan State College of Denver's course fees, effective spring 2003. The motion passed unanimously.
- C. Approval of Metropolitan State College of Denver's Institutional Quality Indicators for Fall 2002: After a presentation and overview by Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, it was moved and seconded to approve Metropolitan State College of Denver's Institutional Quality Indicators for Fall 2002. The motion passed unanimously.
- D. It was moved and seconded to approve the proposal to delete the current reading minor and replace it with two level-specific reading minors 1) Reading Minor for Early Childhood Licensure Students; 2) Reading Minor for Elementary Licensure Students. The motion passed unanimously.
- E. It was moved and seconded to approve the proposal to delete the literacy instructor certificate and create three level-specific literacy instructor certificates: 1) Literacy Instructor Certificate for Post-BA Early Childhood Students; 2) Literacy Instructor Certificate for Post-BA Elementary Students; 3) Literacy Instructor Certificate for Secondary Licensure Students or Post-BA Secondary Students. The motion passed unanimously.

#### **V. ITEMS FOR DISCUSSION & POSSIBLE ACTION**

- A. Changes in the Electrical Engineering Technology (EET) Curriculum
  - 1. It was moved to seconded to approve the proposal to modify the EET major by: 1) Deleting the Power Concentration and the Control Systems Concentration and Adding a Power and Control Systems Concentration;

2. 2) Deleting the Integrated Circuit (I.C.) Design Concentration; and 3) Renaming the Computers Concentration to Computer Engineering Technology Concentration. The motion passed unanimously.
3. It was moved and seconded to approve the proposal for a new minor/certificate in network communications. The motion passed unanimously.
4. It was moved and seconded to approve the proposal to increase the credit hour requirements for the EET minor and designate it also as a certificate. The motion passed unanimously.

## **VI. PRESENTATIONS**

- A. Overview of Post-Census Fall Semester 2002 Enrollment: Mr. Bill Hathaway-Clark, Director of Admissions, gave a presentation and overview of post-census fall semester 2002 enrollment.
- B. Overview of the Student Health Insurance Plan: Mr. Steve Monaco, Director of the Student Health Center, gave a presentation and overview of the Student Health Insurance Plan.

## **VII. WRITTEN REPORTS FOR POSSIBLE DISCUSSION**

There were no presentations regarding the following updates on information requested in previous meetings.

- A. Extended Studies: Year-End Fiscal Report
- B. Extended Studies: B-2 File Report
- C. Evaluation of Optional Retirement Plans of Higher Education Institutions for the State of Colorado, Office of State Auditor
- D. Optional Retirement Plan Administration Memorandum of Understanding with the Office of State Colleges
- E. 2002 Diversity Workforce Profile

## **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**

Brotha Seku, president, MSCD student government, addressed the board and requested that they consider holding the meeting at a more convenient time for students to attend.

**X. EXECUTIVE SESSION**

At approximately 12:27 p.m., it was moved and seconded that the board adjourn to executive session for the purpose of discussing personnel matters in accordance with 24-6-402(3)(b)(I), C.R.S. and to confer with the Board's attorney for legal advice in accordance with 24-6-402(3)(a)(II), C.R.S.

**XI. ADJOURNMENT**

It was moved and seconded to adjourn the official board meeting at approximately 1:45 p.m.