

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

Wednesday, November 6, 2002

***12 noon to 5 p.m.**

**Administration Building, Room 570
Auraria Campus**

MINUTES

I. CALL TO ORDER

The meeting was called to order at approximately 12:15 p.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 (EXCUSED)
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, 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
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 receiving an audit presentation under Section 24-6-402(3)(a)(III), C.R.S. and Section 13-90-107 (1)(f)(II), C.R.S., 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. and to discuss personnel matters in accordance with 24-6-402(3)(b)(I), C.R.S.

The Board re-convened into the Open Session meeting at approximately 3:00 p.m.

III. APPROVAL OF MINUTES

- A. **October 2, 2002, Board Meeting Minutes**: It was moved and seconded to approve the minutes of the October 2, 2002, Board Meeting as presented. The motion passed unanimously.

IV. REPORTS

- A. **Board Chair**: Chair Benson welcomed Harris Singer the newly elected Student Trustee. Student Trustee Singer gave comments to the board expressing his enthusiasm for this new and exciting challenge. Chair Benson reported that the board was moving ahead with Jerry Jones and the revision of the policy manuals. He reported that at the AHEC Board meeting, position and budget cuts were discussed.
- B. **President**: President Kaplan also welcomed Student Trustee, Harris Singer, to the Board. She said there was no news regarding the state budget cuts, but something should be expected now that the elections were over. She then gave an overview of the voluntary furloughs and reduced contract policy the college was offering. She also reported that applications were up 15% for spring 2003 semester; The women's soccer team is playing for a conference title; the women's volleyball team is undefeated to date; the men's basketball team is ranked #1 in the division and Coach Dunlap will be featured in an article in the November issue of *Sports Illustrated*.
- C. **Governor's Blue Ribbon Panel Report**: Mr. Tim Foster, Executive Director of the Colorado Commission on Higher Education, gave an update on the Governor's Blue Ribbon Panel and answered questions.
- D. **Revision of Policy Manuals**: Mr. Jerry Jones will give this report at the next board meeting.

V. BOARD DISCUSSION

- A. **Grade Inflation: Overview**: Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, gave a presentation and overview of grade inflation. There was discussion to create a task force to research this further.

It was moved and seconded to put into priority order the issues that the board would like to discuss. This subject will be discussed at the board's December dinner meeting. The motion passed unanimously.

President Kaplan will be sending out a request to each of the board members on what they think the major issues are that the board should be paying attention to over the next six-twelve months. This will be presented for discussion at the December dinner meeting. The list will also include ideas from Dr. Kaplan.

VI. ACTION ITEMS

- A. Approval of Memorandum of Agreement Between the Metro State Foundation and the Metro State Board of Trustees: Mr. Rob Cohen, President of the Metro State Foundation Board of Trustees and Ms. Carolyn Schaefer Wollard, Vice President for Institutional Advancement, gave remarks and an overview of the process involved to create the Memorandum of Agreement. It was moved and seconded to pass the Memorandum of Agreement between the Metro State Foundation and the Metro State Board of Trustees. The motion passed unanimously.
- B. Approval of the Academic Affairs Annual Report: After a brief overview by Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, it was moved and seconded to approve the Academic Affairs Annual Report.
- C. Approval of Initial Non-Temporary Temporary Administrative Appointments since October 2002: It was moved and seconded to approve the initial non-temporary/temporary administrative appointments since October 2002. The motion passed unanimously.

VII. ITEMS FOR DISCUSSION & POSSIBLE ACTION

- A. Overview of Study Abroad Policies: Dr. Cheryl Norton, Provost and Vice President of Academic Affairs, gave a presentation and overview of the study abroad policies.
- B. Proposed New Study Abroad Courses (*Dr. Cheryl Norton, Provost and Vice President of Academic Affairs*)
 - 1. Seminar on Egypt
 - 2. 2003 German Summer Study Program in Munich
 - 3. The MSCD-ELFCA Collaborative for Summer 2003 (ELFA stands for *Institut d'Enseignement de la Langue Francaise sur La Cote d'Azur*)
 - 4. Advanced Study of Wine
 - 5. Tour Management

It was moved and seconded to approve the presented study abroad programs presented and forward them to the CCHE staff for approval. The motion passed unanimously.

VIII. PRESENTATIONS

- A. Employee CY 2003 Insurance Rates: Mr. Michael Barnett, Interim Vice President for Finance and Administration, gave a presentation and overview of the CY 2003 employee insurance rates and answered specific questions.

IX. WRITTEN REPORTS FOR POSSIBLE DISCUSSION

- A. 2000-01 Survey of Graduates: This was no presentation as this is an information item only, although Mr. Paul Wilken, Director of Institutional Research was available to answer specific questions.

X. PERSONNEL INFORMATION ITEMS

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

XI. PUBLIC COMMENT

Dr. Joan Foster, President of the Faculty Senate gave remarks and requested ideas on the best way for the Faculty Senate to communicate with the board.

It was moved and seconded that Dr. Foster and the Student Trustee will give regular reports at all board meetings beginning in December. The motion passed unanimously.

XII. ADJOURNMENT

It was moved and seconded to adjourn the meeting at approximately 5:05 pm. The motion passed unanimously.