

**METROPOLITAN STATE COLLEGE *of* DENVER**  
**BOARD OF TRUSTEES**

Wednesday, November 7, 2007  
8:00 a.m. – 12:00 p.m.  
Tivoli Student Union Room 320  
Auraria Campus

**MINUTES**

**I. CALL TO ORDER**

- a. The meeting was called to order at 8:10 am.

**Trustees Present:**

Trustee Phelan, Trustee Garcia Berry Trustee Butler, Trustee Tonner, Trustee Lucero, Trustee Robinson, Trustee Esquibel, Trustee Osborn, Faculty Trustee Gene Saxe, Student Trustee Kevin Harris

**Trustees Absent**

Trustee Martinez

**Metro State Personnel Present:**

Stephen Jordan, President; Lee Combs, General Counsel Myron Anderson, Associate to the President for Diversity; Linda Curran, Interim Provost and Vice President for Academic Affairs; Natalie Lutes, Vice President for Administration and Finance; Steve Beaty, Interim Vice President for Information Technology; Carrie Besnette, Vice President for Institutional Advancement; Cathy Lucas, Associate Vice President for Communications; Joan M. Foster, Associate Provost for Institutional Planning; John Cochran, Dean, School of Business, Sandra Haynes, Dean, School of Professional Studies; Kathy Heyl, Assistant Dean, School of Professional Studies; Hal Nees, Faculty Senate President;; Brandi Saturley, Administrative Assistant to the President; and others.

**II. EXECUTIVE SESSION**

- a. The Board convened into Executive Session for the purpose of discussing personnel matters in accordance with 24-6-402(3)(b)(I), C.R.S. or to possibly 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.
- b. The Board returned to open session at 8:59 am.

**III. APPROVAL OF MINUTES**

- a. Approval of September 5, 2007 Board Meeting Minutes
- i. The minutes were **approved** as recorded. The Motion **passed unanimously**.

#### **IV. REPORTS (OPTIONAL)**

**a. Chair's Report - Chair Adele Phelan:**

- i. Trustee Phelan reminded BOT Members of the upcoming Pay-for-Performance study session and remarked briefly on the legislative budget process.

**b. AHEC Board – Trustee Maria Garcia Berry:**

- i. Trustee Berry remarked that the most significant issue currently facing AHEC is the need for Auraria to overcome a \$30m deficit in Science Building funding as a result of the budget recommendations from the Governor. The Master Planning Committee will meet tomorrow to finalize the 2008 legislation.

**c. President – Dr. Stephen Jordan**

- i. President Jordan discussed funding issues and Trustee Garcia Berry noted the need for modeling student fee support, researching other higher education building funding models, and developing proactive Board policies. Jordan noted the different foundation and endowment environments of Metro State as compared to other institutions.
- ii. Legislative report:
  1. Capstone representative Mary Marchun provided an overview of the ongoing work around funding issues and capital development. Metro State is working on securing sponsors for five or six individual measures in addition to the capital development budget issues.
- iii. Leadership Exchange:
  1. President Jordan and VP Besnette participated in the Chamber of Commerce's Leadership Exchange in Phoenix Arizona. One hundred fifty business leaders, including Governor Ritter and Mayor Hickenlooper participated. One of the highlights of the trip included a keynote from the President of Arizona State University. These remarks clearly demonstrated how Maricopa County and the City of Scottsdale have supported funding the economic and capital development of the institution.
- iv. The Department of Administration and Finance is completing a RFP for a Metro State branded debit card that will double as a new student ID. This card would be available to all students and allow them to receive financial aid funds directly to their bank accounts. Jordan anticipates working with downtown vendors and to review bids by 2008.
- v. Jordan announced that the next Board meeting would culminate at the Frosty's Feast fundraiser luncheon. All Board members were invited to attend to allow Metro State to thank them for their

service and participate in an event organized by hospitality staff and students.

- vi. Commencement is Sunday December 16, and all Board members are invited to attend. There will be a luncheon around 12:00, robing at 1:00 and the ceremony will begin at 2:00 pm.
- vii. President Jordan followed up on a question posed by Trustee Martinez at the previous Board meeting regarding enrollment trends of nontraditional students. In general, nontraditional student enrollment is down at all institutions. The available research indicates a decline of approximately 12 – 15% over the last two years in Community College enrollment of students age 25+, which has subsequently impacted nontraditional enrollment at Metro State.
- viii. Jordan asked Board members to check their calendars for the best date for a Tri-Board retreat (MSCD Board, Foundation Board and Alumni Board). The dates considered were January 26, March 1 or March 8.
- ix. Metro State was ranked third of only eight selected institutions designated to offer a bachelors degrees in FAA-approved air traffic controller training. Eighteen schools in all were considered, and letters sent by Senator Wayne Allard in behalf of Metro State were critical to this accomplishment.
- x. President Jordan was elected Chair of the NCAA Division II President’s Council. He will serve as the spokesperson for all Division II Schools, preside over the President’s Council meetings, the convention and annual meeting, as well as serve as a member of the NCAA’s executive committee.

**d. Student Government – Student Government Assembly President Jack Wylie**

- i. The SGA is working with SACAB’s Andrew Bateman to secure support from Representative Judd on the student textbook legislation. Over 1200 signatures and 200 handwritten letters have been collected in support. President Jordan remarked that he had reviewed the draft and applauded the efforts of the student body. SGA President Jack Wylie noted that there might be a draft available for formal Board support at the December Board meeting.

**e. Finance Committee – Trustee John Osborn**

- i. Trustee Osborn reported that the agenda items before the Board today are brought forward with Finance Committee approval, and noted that the College is reviewing purchase options for modular buildings that will hold classroom and office space.

**f. Academic and Student Affairs Committee – Chair Adele Phelan**

- i. Chair Phelan reported that the agenda items before the Board today are brought forward with Academic and Student Affairs Committee approval. Dr. Thobani will be providing a more

comprehensive update on Metro State's Global Initiatives program in the spring.

**g. Public-Private Partnerships – Trustee Ellen Robinson**

- i. Trustee Robinson provided an update on the P3 (Public-Private Partnerships) committee, noting that the committee had met twice and had added Foundation Board member Marilee Utter to the committee. Trustee Robinson also reported on the Foundation Board meetings, noting that discussions included the Metro State hotel.

**h. Faculty Senate – Dr. Hal Nees, President**

- i. Dr. Nees provided an update on the Pay for Performance initiative and noted that an all-faculty vote will occur in the near future. The faculty Senate has two meetings left before the end of the semester. President Nees also asked the Board to devote some time to better understanding the retirement options of Metro State employees, particularly those of PERA and the defined contribution plans. Chair Phelan responded that such conversations should begin in the Finance Committee.

**i. Council of Chairs – Mr. Greg Watts:**

- i. Greg Watts reported that a committee charged with developing a formal Council of Chairs structure has been meeting and will be providing a report to the President in the near future.
- ii. Chairs are working on developing a component of the Pay for Performance structure as it relates to Chair evaluations, and they will present that subsequent to the all-faculty Pay for Performance vote.

**j. Alumni – Alumni Representative Eric Peterson, President of the Alumni Board of Directors:**

- i. Eric Peterson reported that the Alumni Board is working on the fundraising event called the Apprentice Challenge. More information is available by following the Apprentice Challenge link on the Metro State homepage. Ten students are finalists and they will be divided into two teams. On December 4, the kick off event will occur at the Molson Coors Boardroom at 17<sup>th</sup> and Lawrence. The Apprentice Challenge will focus around group projects helping the community. The project will culminate on May 1<sup>st</sup>, with a “Board Room” finale in which a live audience will vote for the winner.
- ii. Peterson also reported that there are several new Alumni Board members: Carmen Carrillo, the Deputy Director of Denver Human Services; Captain Tracie Keese of the Denver Police; Cassandra Johnson, business manager of the Hope Center and Kyle Christman, a business and marketing professional.

**V. PRESENTATIONS**

- a. Barbara Weiske and Mike Clark provided a discussion of Bookstore textbook pricing. They presented data from the store's Buyback program and savings generated as a result. Faculty Trustee Saxe requested that bookstore officials notify professors when they order less than the requested amount of books, as well as when titles are substituted for newer editions.

## VI. ACTION ITEMS

- a. **Foundation Board Memorandum of Understanding**
  - i. Trustee Robinson prefaced this agenda item with an overview of the Foundation's intent of the MOU for spousal travel. Instances in which the President's spouse will travel in behalf of the College will be pre-approved by the Board Chair. The Internal Auditor will review post-travel information. President Jordan will also provide travel updates in his report to the Board.
  - ii. This item was **approved**. The Motion **passed unanimously**.
- b. Support for Legislation Enabling Auraria Institutions to Implement Campus Master Plan
  - i. This item was **approved**. The Motion **passed unanimously**.
- c. Fiscal Year 2008 MSCD Operating Budget Update
  - i. This item was **approved**. The Motion **passed unanimously**.
- d. Trustee Conflict of Interest Policy
  - i. This item was **approved**. The Motion **passed unanimously**.

## VII. CONSENT ITEMS

- a. Personnel Items
  - i. This item was **approved**. The Motion **passed unanimously**.
- b. Change to Personnel Handbook
  - i. This item was **approved**. The Motion **passed unanimously**.

## VIII. INFORMATION ITEMS

- a. Updated Academic Program Review Schedule
- b. Academic Program Review Report for Programs reviewed During AY 2006-07
- c. Institutional and Program Responses to the 2005-06 Academic Program Review Questions and Recommendations
- d. Modular Building Purchase
- e. Personnel Items
- f. President's Written Report to the Board

## IX. PUBLIC COMMENT

- a. N/A

**X. REQUESTS FOR FUTURE AGENDA ITEMS**

- a. Communications Plan Update in 2008**

**XI. ADJOURNMENT**

- a. The meeting was adjourned at 10:45 am.**