

**METROPOLITAN STATE COLLEGE of DENVER**  
**Academic and Student Affairs Subcommittee**  
**Wednesday, October 20, 2010**  
**8:30-11:00 a.m.**  
**CN 301**

**MINUTES**

**I. CALL TO ORDER**

The meeting was called to order at 8:35 a.m.

**Board of Trustees present**

Trustee Esquibel, Trustee Harris; Faculty Trustee Nees

**Metro State Personnel present**

President, Steve Jordan; Vice President for Student Services, Kathleen MacKay; Associate Vice President of Academic Affairs, Sheila Thompson; Dean, School of Letters, Arts & Sciences, Joan L. Foster,; Acting Dean School of Professional Studies, Kathy Heyl; Deputy Provost, Luis Torres Associate Vice President for Student Services, Emilia Paul; .Director of Athletics, Joan McDermott; Associate Athletic Director, Sandee Mott; Sports Information Director, Andy Schlichting; Assistant Athletic Director, Ron Christian; Director, Campus Rec., Tony Price,; Executive Director International Studies & Interim Chair of African & African American Studies, Ali Thobhani; Assistant Professor, Anthropology, Julie Reyes.

**II. APPROVAL OF MINUTES**

1. Approval of September 15, 2010 Academic and Student Affairs Subcommittee Meeting Minutes - **Trustee Nees motioned, Student Harris, seconded. The motion passed unanimously.**
2. It was suggested by Trustee Esquibel that the agendas in the future for the ASA Subcommittee list the Action Items prior to the Information Items and include a reports section.

**III. INFORMATION ITEMS**

1. Higher Learning Commission Update – Dr. Sheila Thompson
  - Sheila Thompson and Joan Foster updated the committee on the Higher Learning Commission Visit that occurred 10/18 and 10/19. During the exit interview, the review team stated that the college is making excellent progress, and they were very pleased with the feedback and responsiveness from the college. They were also pleased with the work of the Task Force and how the climate of the college had changed. Dr. Jordan gave his compliments to the people involved with the work.
2. Board of Trustees Retreat – Trustee Antonio Esquibel
  - Trustee Esquibel gave the committee an overview of the Board of Trustee’s Retreat that was held on October 8-9, 2010. The Board decided to review the Trustee’s Handbook to revisit what issues needed to be brought to the Board for approval. A subcommittee was created to look into the matter. The retreat included discussions on faculty evaluation, strategic planning, fundraising and the role of Trustees. The Board also discussed name assessment, the higher education strategic plan, tuition as well as a presentation on the new hotel project; some action plans were also developed.
3. Corky Gonzales Institute Concept Paper – Trustee Antonio Esquibel
  - A group of community and family members of the late Rodolfo “Corky” Gonzales are proposing a **Rodolfo “Corky” Gonzales Institute** at Metropolitan State College of Denver. This group which includes his widow and other family members will work this coming year to

develop a full proposal to be presented to the Board of Trustees its retreat next year retreat or sooner.

- Trustee Esquibel outlined the proposed institute explaining that the key issue is funding. The group is still discussing the details. Corky Gonzales was one of the most influential leaders in this century; he hosted three national youth conferences in Denver and published the poem *Yo soy Joaquin/I am Joaquin*, a poem about the history of Chicanos, which has been used in every Chicano classroom in the country. In 1968 he started a contract school with DPS, La Escuela, which had pre-school through high school students; is noted as a politician and writer, and led the Western contingent to the Poor People's campaign with Martin Luther King, as well as a sought after speaker throughout the country. He was a world-class boxer and was inducted into the sports hall of fame. The group will propose a model that will work at Metro. Dr. Jordan pointed out that there is a process to start an Institute on campus, which will need to be followed.

4. Program Review – Dr. Sheila Thompson, Dean Joan Foster, Acting Dean Kathy Heyl

- Dr. Sheila Thompson gave an overview of the process for Academic Program Review, which occurs every seven years. Programs respond to 25 questions, OIR helps to gather responses from students, alumni and faculty that are put into a program review packet. A consultant reviews the report and provides feedback. The Program Review committee prepares the Executive Summary and the data from OIR, and after a year there is a follow up report.
  - African American Studies Program Review was discussed. Dean Joan Foster pointed out that the number of graduates was not listed as a concern in the report; Dr. Thobhani explained that there are three new faculty and they are working on redesigning the curriculum. There are 40 majors and minors that should translate into more student graduates. The committee discussed the difference in costs per credit hour. A national search for a new chair is in progress. In addition, elementary licensure may help to attract new students.
  - Art Department Program Review was discussed. The lack of space and sharing the space that is available is a major concern for the review consultants. The Art department has 1200 listed majors. Trustee Esquibel asked for the definition of Type A courses and Type B courses. According to the Curriculum Guidelines, Policies and Procedures manual approved by the Board of Trustees 2/1/06:
    - Type A (instructional – uses faculty contact hours)  
Type A instruction consists of those methods in which the consumption of faculty resources by the student is reasonably concrete and measurable. In this type of instruction, measurement is usually expressed in terms of contact hours between the faculty and student.
    - Type B (educational – uses student clock hours)  
Type B instruction includes those methods where the measurement of faculty resource consumption by students is less definitive and varies depending on the activity. The activities occurring in these areas are defined as a “contractual relationship” between faculty and students. Most Type B activities are defined in terms of Student Base Clock Hours which represent a minimum of 750 minutes. With Student Base Clock Hours, the emphasis switches from the time the faculty and student are in contact to the amount of time the student will devote to the activity.
    - Type C (nontraditional methods of instruction)  
Type C instructional activity includes those activities that generate credit with relatively little faculty resource consumption or activities that award no credit but are necessary support for instructional activities. Examples are credit by exam,

credit for prior learning, educational and career orientation and planning, and tutorials.

- Environmental Science Program Review. This program is growing quickly. Hal was concerned with the student comments; Sheila will take the issue back to the committee. Space is also an issue with this program; they plan to secure space in the Science Building. Additional faculty is required for the 255 majors.
- History Program Review – History is one of the largest credit hour producers of the college. They have the longest standing department chair who knows the curriculum and provides great leadership. They are moving forward with trying to get class sizes smaller, and Career Services is working with them to make students more aware of careers in History.
- Meteorology Program Review – This program has a low numbers of majors, but is a strong area that meets a need in Colorado. They will have space in the Science Building. Combining programs to save costs was discussed. The diffusion of academic content has always been a strength for the college, which started with these departments. The committee discussed viewing data on cross-registration of courses.
- Social Work Program Review – Social Work is also accredited by a national association. The Masters program begins in Fall 2011. This is a very strong program and the only Social Work program that is accredited to do distance education. The faculty has increased from three to eight members.
- Industrial Design Program Review – Acting Dean, Kathy Heyl, explained that Industrial Design is smaller, but has similar issues to art in their space and studio issues. There are five tenured and tenure-track faculty including a strong department chair. Classes are small due to studio space and they aren't allowed to have larger class size because of their accreditation; currently there are 270 majors. There is a close relationship with the Art Department.

#### IV. ACTION ITEMS

1. Nicaragua: Land of Lakes and Volcanoes Study Abroad Course – Ali Thobhani, Interim Executive Director, Office of International Studies Interim Chair, Department of African and African Studies  
Dr. Thobhani thanked Julie Reyes for taking the lead and putting the effort into preparing the course. One of the missions of the department is to promote courses abroad to get more students and faculty involved. The course will be looking at the Nicaraguan culture from an anthropological perspective. It will be a three credit hour course. The lower cost of this course is due to the lower airfare, hotel and local transportation costs.  
**Trustee Hal Nees moved to approve the course, seconded by Trustee Melody Hall – approved. The course will move forward to the Full Board Agenda for November.**
5. Media Relations – Joan McDermott, Director, Athletics  
Joan introduced Ron Christian and Andy Schlichting from the Media Relations staff who gave an overview of recent trends in the media and how the Athletics department is promoting the college. The website is the main media site. GoMetroState.com receives 753 visitors per day, and time spent on the website has increased as more people are coming to the website. The department is currently working on getting a link on the Denver Post website; the 9News webpage has a link. We have a 30 minute television show that highlights Metro State Athletics.
6. Campus Recreation at Auraria –Recreation and Wellness Programs for Commuter Students – Kathy MacKay, Vice President for Student Services, Emilia Paul, Associate Vice President/Dean of Students & Tony Price, Director of Campus Recreation

Kathy explained that Campus Recreation at Auraria is unique in that it shares the limited facilities with teams and academic departments, and it is tri-institutional. Tony Price, Director of Campus Recreation, gave an overview of the services provided by the program. There are over 45,000 students that utilize the programs and facilities. Recreation provides team building, social integration and emotional and physical well-being. Students are the priority, but services are also provided to faculty, staff and the community. Funds are generated through student fees and other revenues. The committee discussed why Metro pays more than the other institutions. They are currently looking into getting the swipe card technology installed. AHEC does the facility management and has to work with all of the entities to manage the space. Tony reviewed the programs that Campus Recreation provides to the campus and community. Department objectives include creating a participant tracking system, program assessment, strategic planning, a feasibility study that aligns with the Auraria master plan, as well as getting a field on campus. There is a possibility that there may be limited access to faculty and staff due to student need.

**V. REQUEST FOR FUTURE AGENDA ITEMS**

**VI. FEEDBACK ON MEETING**

1. Did we cover the agenda items? ✓
2. What should the chairperson do more (or less) of? ✓
3. What can we do differently at future meetings to improve their effectiveness for you? ✓
4. What two things do we need to pay more attention to? ✓

**VII. ADJOURNMENT**

The meeting adjourned at 10:56 a.m.