

## **PRESIDENT'S CABINET MEETING**

**Monday, April 21, 2014**

**9 – 11 a.m.**

**President's Office –SSB 440A**

### **AGENDA**

- 1. Approval of minutes from March 10, 2014** – Minutes were moved and approved.
- 2. Equity in Excellence Presentation** – (Lunden MacDonald & Ramón Del Castillo)

Co-Chairs Lunden and Ramon presented a PowerPoint presentation on the Equity Scorecard. They acknowledged the partners they have worked with to be able to conduct this study: joint process between MSU Denver, University of Colorado at Denver and the Aurora Community College. They were also sponsored by Colorado Department of Higher Education, Colorado Community College system, Center for Urban Education at USC, and Western Interstate Commission for Higher Education. It's also nationally funded by Ford Foundation and Bill and Melinda Gates Foundation. WICHE has provided policy guidance. They acknowledged the Office of the Provost that has also sponsored their efforts in research for the scorecard. They have focused on outcome equity through this study, taking any particular cohort that enters the school year and looking at their racial and ethnic proportions and making sure we graduate those same proportions of students. This is the third iteration of the scorecard here at MSU Denver. They discussed the 5 phases and the solutions that the committee has recommended and how they will be implemented. They are currently at about stage 4. This is also a study of interventions, to assess what we are currently doing right now with our students. Not a climate survey but it does in fact measure of where we are in terms of racial equity and what we can do on campus and what we can do to raise awareness of all constituents.

The study represents the institutions' dedication to equity. They have been looking at areas in which we think we are doing great things, but might be a different experience for students of color, etc. Equity mindedness and race-conscious.

The following programs were reviewed:

- 1) Metro Summer Scholars,
- 2) Academic Advising Office,
- 3) First Year Success and
- 4) Department of Math.

It seems we have a lot of front end loaded interventions but need to look at what are we doing once students are on board. Lunden said they did receive a lot of information about what the students are missing. Ramon states they are challenging different departments showing them what they used and how it works, and can have a better understanding. This may help to identify problems and create solutions that can be emulated. We are looking at 1200-1300 students who started here and stayed here. For example, there seems to be math

anxiety and Ramon is looking into identifying at what point students start to feel math anxiety. (Kamran mentioned that they conducted a study at one point with STEM students, and many of their Hispanic students felt the same type of anxiety.) It's important to continue to do research.

There are some other home challenges with Hispanic students. We can also look at other universities and the research they have conducted.

Recommendations include making this a fluid document that can be subject to recommendations and changes based on continued findings. The Final culminating meeting will be hosted here at MSU Denver where everyone can share their findings. June 19 & 20 on campus.

### **3. Handbook Committee/Chairs Evaluation (Jordan)**

Chairs' brought forward a proposal last November for consideration with respect to Chairs' evaluations, and it has been with the Handbook Committee for the last 60 days, and that committee has not yet made a recommendation. Dr. Jordan stated that since the Handbook Committee has failed to submit recommendations in the timeframe provided, he is moving forward a proposal to the Board of Trustees. Dr. Jordan's recommended changes to the Handbook Committee are mostly on pages 5 and 6 as they relate to the evaluation process, requiring an annual written evaluation of every Chair. This would include when Chairs are up for consideration for reappointment, a comprehensive feedback survey including department faculty and staff, Chairs from same school or college as well as the Dean, and consideration of the preference poll. All of these would come into play during the consideration of reappointment. Kamran stated that everyone was ready to vote, but the group that has not vetted through their group was the Council of Chairs. Dr. Jordan understands there were limitations and votes not taken, but nonetheless plans to continue to move forward regardless of whether or not action has been taken by others. He hopes that in the future when items are sent for consideration to the Handbook Committee that they are more diligent about taking action within a reasonable timeframe.

### **4. Budget Task Force Update (Kreidler)**

Kreidler stated that all priorities have all been sent from all quarters of the campus. Each VP has ranked priorities by their division. The Budget Task Force has been meeting weekly, and they have begun the process of prioritizing those rankings and looking at the best enrollment scenario. The most prevalent unknown is how many students will enroll next fall, which affects revenue. We have about \$10.1M requested (\$6.8M of that is division priority requests) which includes division priorities, scholarships and salary increases across the board, including Classified employee costs. Budget Task Force is working on these as we speak. Over the next two meetings, he will plan to come to a recommendation

that they can present to President Jordan and make recommendations by 5/5 so that he has time to bring to the Board of Trustees.

**5. Assembly for Process Transformation/Official Function Form update (Kreidler)**

Steve reported that the steering committee for APT have been meeting and were able to obtain a good overview of what this means and tools used to accomplish process transformation. In order to do a demonstration project, they hired someone trained in LEAN and looked at the use of the official function form. After reviewing, they made the determination that there is no real need for an official function form. Food and drink is the only purchase on campus that requires a form. Therefore, they will eliminate that form which will result in saving 2000 forms, 550 hours of work (14 weeks of work), and roughly \$30,000.00 total savings. This could become effective as early as Monday. While Dr. Jordan supports this decision, he mentioned that there should be a periodic review of expenditures and have something in place that ensures we do not experience a sudden spike. Loretta suggested that we not only inform people of this change, but also remind them of what the current rules are now in terms of what is an allowable expense.

**6. May Day Sign Up (Lucas)**

Cathy has the sign in sheet for May 1/May Day that will occur between 11:00AM-2:00PM and encouraged people to sign up for either the 11:00AM-12:30PM or 12:30-2:00PM time slot. Dr. Jordan stated that this is such a nice event and hopes everyone can attend, but his schedule that day may prevent him from being there for the duration.

**7. Policy Management Administration Task Force update (Kreidler)**

Policy Management Task Force has met and have honed in on a couple of ideal models. They plan to bring a proposal to Cabinet sometime in May.

**8. Regular Occurring Updates**

**A. President update (Dr. Jordan)**

The Long Bill was passed out of the Legislature and will be signed by the Governor. Assuming there are no vetoes, for us this means \$4.2M in general fund increase. The Legislature did adopt the Governor's recommendation of \$100M in new money for higher ed: \$40M to financial aid, \$60M to operating budgets, within that \$60 Million, is a spread across the operating budgets as an 11% increase for every institution which meant that there is a different general fund per student increase for every institution. During our budget hearings, we raised issues about the equity problems we saw within the budget process in general within higher ed and raised issues

about policies/guideline of what we thought were appropriate policy guidelines and a series of conversations re: HB1319. Speaker Ferrandino attempting to put in to statute a process in which there would be greater consistency in how each institution is treated and money distributed related to things like retention, graduation, number of Pell Grant students, low income students, admission, etc. The Bill has passed second reading in the House up for 3<sup>rd</sup> reading today and will then move over to Senate and will schedule hearings for the bill. We know there will be a series of amendments being proposed. The Speaker in putting his team together has pushed for a bi-partisan bill. Believes the bill will have long term positive impacts for us. It takes effect for 15-16 fiscal year. Speaker has put a lot of work into this Bill, close to 45 co-sponsors. We are down to the last three weeks on this. Dr. Jordan will keep everyone informed. This will not change anything this year.

The other piece of long bill is capital construction, which includes recommendations for our AES Building. It initially was put in a package of amendments that sustained and amendments were passed. The building has \$5.6M appropriation for design of the building subject to the September revenue projections. They have a list of prioritized projects that will receive funding up to the last one that that was appropriated subject to how much money is available. We are currently 7th on the list, so we feel pretty good about our place and being able to receive funding. \$17M of the \$22M for Auraria Library was also funded this year, with the remaining \$5M also being included in the amendments. Dr. Jordan mentioned that all of the work that was put in on the AES Building paid off and we are in a good position. However, we have to raise \$20M and raise that money fast so that we are in a good position for ourselves. Fundraising is going to be critical. We came out of this about as good as we had expected. There was a question raised if it's possible that the Governor would veto the bill, but Dr. Jordan doesn't think it's likely given the bi-partisan nature of the bill.

Question was raised about the Long Bill and tuition being raised up to 6% in the past years, as part of the Financial Accountability Plan (FAP), 20% of any tuition increase had to include scholarships. Wondering if that will still be the case or if that was just part of the FAP? Unsure of whether that goes away or not. Loretta thought they were banking on the fact that the FAP would sunset two years from now. It hasn't been clarified, but most are just operating on the new changes. Steve K. said he would look into that.

## **B. Theme I – Student and Academic Success**

### **i. Education Quality (Golich)**

Vicki stated that this update was shared at the Budget Task Force last week, with summer session numbers at 6286 head count, leaving us at about 90% of census very early in the process. We are feeling very good about summer session. As far as fall enrollment we are at about 8,136 head count students, an increase in the number of registered students by 5,000 within a week.

Fall applications are up 6%. African Americans up 16% and Hispanic students up 8%, new student orientation is up 10.5%. Overall this is early in the process but the numbers are looking good. There was also recognition of newly elected student president, Patricia Ordaz.

1. **HSI Update** (Torres and Diaz Bonacquisti)

Last Friday was Journey through our Heritage Program. The event was called the “tlatchly” games. There were a variety of schools that participated. Each team (4 teams) went to a different place on campus with a different activity, carried the wounded warrior, African American dance, multicultural event, indigenous ballgame, and all students ended up in classroom and take a written exam. An awards ceremony is coming up in May. The second item is that they are partnering with the HACU (May 5,6,7) Westminster, North High, Weld Central, Platteview, CEC Middle College, Lincoln, Kennedy, Adams City High, Ft. Lupton, and trying to get one school from the mountains, i.e. Glenwood Springs where the percentage of schools have a high Latino population. The representative from HACU is trying to identify students and bring them in to participate in a STEM event funded by General Motors. Loretta mentioned that HACU will have their annual conference in the Fall. Maybe we find out if there is a reduced rate for their conference with faculty, it would be nice to have a good show of folks, etc.

**C. Theme II – Urban Land Grant University**

- i. **MSU Denver Neighborhood update** (Kreidler) nothing new to report.

**D. Theme III – University Culture**

- i. **Campus Climate** (Anderson) Diversity Summit, 500 participants, very successful, thanks for everyone who participated and supported. Myron sent out an email on a conference coming up on diversity issues that would be helpful for people to attend, it’s with CU.

**E. Theme IV – University Resources**

- i. **Budget Update** (Kreidler) -

- ii. **Advancement/Fundraising** (Wollard) Special note for the VP search, two finalists on Campus the week of June 9. Will keep apprised, finishing up MOU between the Foundation and the University. Also, the Foundation has chosen to adopt some funding guidelines establishing what kind of philanthropy opportunities they can be involved in, etc. These relate to contributions over \$1M. They will be holding a special AES meeting in May and there is also an event on May 20 in which we will be accepting a \$1.5M gift for the hotel.

## F. Telling the MSU Denver Story

- i. **Strategic Communications and Branding** (Lucas) Cathy noted that you will begin to see a sea of red and blue on the pedi-cabs in lower downtown. We just made a major purchase with Pedi-Cabs. Cathy also introduced Emily Davies, our new Assistant Director of Communications, and also the contact for @ MSU Denver and Metropolitan magazine.

Dr. Jordan asked everyone to go around the room and apprise others of upcoming elections, etc.:

Carol Svendsen: Extended Campus has two concurrent pathways in the Fall: one in aviation at Metro South, and in Hospitality, there are courses at four south metro Districts including one in Colorado Springs. They are trying to build pathways, and not just isolated courses.

Cindy Anderson: Professional Development Conference, June 11. Hoping everyone can help promote the event and handed out fliers. John Kietzmann has agreed to chair the nominations committee for the COA, opening nominations in May and holding elections, two at large seats up this year, and haven't heard back from officers as to whether they plan to continue to serve.

Kamran Sahami: Senate will be sending things to provost for Chapter IV on the Handbook for recruitment/appointment and improving the curriculum packet and timeline and our elections will be on May 7.

Braelin Pantel: Have been doing lots of work with Veterans, a task force has been working, and have now moved into implementation team, @MSU Denver covered a summary of task force's recommendations. Also during her leave, Laura Roth will be her replacement/contact. Dr. Jordan asked where we are with student health insurance.

Braelin stated that Steve Monaco is in conversation with negotiations for next year's rates. Hopes to have a proposed package for next year by mid-May.

James Lyall: Working with ITSOC on a recommendation for a new email system. Anticipate this process to take place during the next month or so. There is an open forum on May 8 1:00-3:00 in SSB400. SGA would like to do a survey with students.

Ellucian will do a presentation and open forum about the new Degree Works system next Tues 4/29 8:30-10, Tiv 440.

Regarding cell phone coverage issues, ITS has been working with UCD and Verizon, who is interested in installing infrastructure on campus to improve coverage. Other providers will also be able to piggy-back to help improve coverage.

Greg Black: No update from Council of Chairs.

Loretta Martinez: Three Board Meetings coming up: May 15, 16; Special Board meeting on the 20<sup>th</sup> and June 5 & 6. In terms of Board Retreat, trying to dovetail with Board Retreat in September. They will be giving the Board a draft scheduled for upcoming meetings in 2015.

Percy Morehouse: Nothing to report

Metza Templeton: Classified Elections: have opened up elections already and elections around the first of May, planning Spring Picnic to celebrate classified staff.

Patricia Ordaz: elections were certified last Thursday. They filled all of their executive branch positions. As for legislative, there were seven students running for those positions so they only have 7 of 10, and are looking at their Constitution and revising since they are currently in violation, hoping to appoint them once her term begins.

All three institutions were surveyed on smoke free, tobacco free policy and they have not yet established because they also support designated smoking areas. Majority of students are not big smokers, so not sure what they are going to do yet with the results.

Luis Torres: Nothing to report

Kathy Heyl for Sandra Haynes: We've signed a dual enrollment MOU with Northeastern Junior College in Sterling Department of nursing that will start this summer. They have about 10 students right now and expect it to grow.

Also, got an email from Jose Lopez, faculty member who had an event on Saturday with the Colorado Association of Black Professional Engineers and Scientists. It brought 18 students with their parents on campus, had two students helping him who were graduates of that program. He felt it was a very successful STEM event.

Joan McDermott: Thanks for supporting our dinner last week, raised about \$87,000. One of the student athletes who spoke at the dinner was featured today on front page of sports page and our softball team in first place all because of her. Fourteen months ago she was diagnosed with ovarian cancer and had to take a break, able to graduate this year.

Steve K – nothing to add.

Dr. Jordan – Wanted to inform everyone he was elected to serve on the ASSCUU Board. The Board has asked him to sit on the American Council of Education Board as part of that.