

PRESIDENT'S CABINET MEETING

Monday, October 19, 2015

9 – 11 a.m.

President's Office –SSB 440A

Present: Sandra Haynes, Myron Anderson, James Lyall, John Wiltsie, Sheila Rucki, Braelin Pantel, Vicki Golich, John Kietzmann, Joan Foster, Cristian Solano, Anthony Grant, John Burtness, Luis Torres, Liz Hinde, Ann Murphy, Carol Svendsen, Emily Davies, Julie Lucas, President Jordan, Steve Kreidler, George Middlemist, Percy Morehouse

Absent: Cathy Lucas, Loretta Martinez

Guests: Barb Weiske, Linda Stroup, Ruth Ann Nyhus, Chief Michael Phibbs, Sergeant Jason Mollendor, Eric Leath, Campus Emergency Preparedness Manager, and Commander Dave Cabbage

President Jordan's Announcements; Dr. Jordan expressed appreciation for the work that went into our two recent 50th events – 50th birthday party and the AES groundbreaking. He announced he will be in Texas for the AASCU meeting, and concealed carry on campuses is a big issue they will discuss. . National conversations are going on about this.

AGENDA

1. Approval of minutes from September 21, 2015

Joan Foster has one change of one word to send. A motion was made and seconded to approve the minutes. The minutes were **approved**.

2. RN to BSN 80 credit transfer (Haynes)

Nursing and Dean Haynes are asking for the Nursing department to increase their credit hours to a full 80 to allow for transfers. Linda Stroup stated that a number of nurses going back to school to complete their BS degrees. A drop in our Nursing enrollment was due to our restrictive transfer credit policy. We have only been accepting 64 credits. We require 40 upper division credit hours. The change would make our program more competitive. Hospitals want baccalaureate prepared nurses. Steve Kreidler asked if a fiscal analysis has been done. He noticed there would be a 16-credit-hour difference, but that may be offset by increased enrollment. Right now we are losing enrollment numbers. Faculty Senate was very supportive of this. Dean Foster said it would not limit the number of transfers from the community colleges. Dr. Jordan would like the Provost's Office in coordination with Faculty Senate to look at it, and provide a report after a year. The **amendments to the motion were accepted and the item was approved**.

3. Bullying Policy and Reporting Guidelines for approval (Anderson, Morehouse)

The policy document has a change from the Classified Staff Council. The Complaint Procedures document has some changes as well, recommended by the COC and others. On page 3, under header, Witnesses, the obligation to report was discussed. The word “should” was replaced with “obliged”. Sheila stated that if one observes behavior they don’t think constitutes bullying, but another person sees it and does think it constitutes bullying, and they report it and you do not, could you be in trouble for not reporting? There is a judgement call there according to Dr. Rucki. If the witness believes the witnessed behavior satisfies the definition of bullying, then they have the obligation to report it. If one witness did not report it, and another does, the first witness is obligated to cooperate with the investigation, but is not in violation of the policy themselves. Joan Foster stated that Percy’s investigations are fair and people get chances to respond. If someone makes an allegation, General Counsel will look at it and determine if it meets the definition. If it does not, the person who performed the behavior would never know. The observer has to believe it constitutes bullying to be obligated to report it. Dr. Jordan suggested inserting “they believe” under witnesses. “...made aware of behavior that they believe may satisfy the definition...” Dr. Rucki agreed that that would clarify it for those concerned about knowing when to report. Under Mandatory Cooperation, add an example after “...unless there are extraordinary circumstances” – say family member, conflict of interest. Changed language includes the addition of “by a trained investigator” – but would be better without commas. Sheila Rucki asked about the application of the reasonable person standard. Percy assured her that that phrase is used in other complaint investigations and Loretta is familiar with it.

It was suggested that the examples of what is bullying and what is not bullying be included in the policy document. VP Kreidler noted that we had those in the policy, moved them out, and now we are adding them back in. Sandra Haynes suggested using the phrase “please refer to” (the Complaint Procedures Book) instead of adding them back in. Dr. Jordan said the examples are illustrative and are not policy. The reporting section could be part of the policy.

In the reporting section, would it be useful to put the witness reporting in the policy? It only mentions the victim reporting. Student employees are not addressed in the categories of employees – add “including student employees”.

A motion was made with amendments noted. The policy was approved.

Dr. Jordan thanked Myron and Percy for their work and for taking all the input and having meetings to incorporate the feedback.

Sheila will bring it to a vote in Faculty Senate on Wednesday and the policy will return to Cabinet for final approval.

4. Campus Safety/Active Shooter Discussion (Pantel)

Braelin brought Barb Weiske and the Police Chief Phibbs and other current officers to discuss the issue and current initiatives. The Chief said we have a very

safe campus. They are happy to share their planning for disasters and emergencies. Response plans are confidential. They are doing a program for CCD this week. The chances of a shooting incident are small, but are taken very seriously. Prevention is key. All campus police officers have the same training as other officers anywhere in the state. They work with the CARE Team. The officers encouraged the reporting of incidents of concerning behavior. Preventing an active shooter is done by identifying them early. Eric Leath, the Emergency Preparedness Coordinator, showed the guide to procedures which is on their website. Each area needs to prepare their plans, identify a leader. Identify areas to shelter in place, a primary and a secondary location. There is also an emergency contact list for coordinating and locating all employees in your area. Identify who is safe and who is missing, call the cell of any missing staff person and report their status to officials. Dr. Jordan asked about shared-use buildings; during a lockdown, who is in charge? Barb Weiske said they have the ability to lockdown any building, and a RAVE Alert goes out to everyone. The cell coverage has improved, but we have some spots, such as the lower level of the science building, where coverage is less. They have added some additional cell towers. Verizon has the best coverage on campus. Dr. Golich noted faculty usually ask students to turn their cells off for class. Many do not turn them off though. Chief Phibbs said the students now have all grown up post-Columbine and have been through drills and lockdowns. If escape is blocked, blockade yourself in and hide. If found, fight. Find something to use as a weapon.

The officers offered to go to any department or area and assist with planning for such emergencies. They have updated their safety videos that will be up next month. Ohio State has a good one online, and they are working with them to do something similar here. There are FEMA courses available that they bring to campus once per year. They sponsor two courses per year on campus for our staff and others in the area. Dr. Jordan asked about Colorado's concealed carry permit law and someone responding to an active shooter on their own. If anyone sees someone with a gun, please still call the police so they can determine if that person has a permit. Their job is to end the threat, and someone with a firearm could be thought to be not on their side; their advice is to not be part of the problem. There is training for large scale events as well, with practices. Next year we will have a large scale active shooter drill on campus. They send officers to train at other such events around the state as well. Julie Lucas asked about a main point of contact for public information. They replied that everyone should direct media representatives to Aurora Police. Coordinating messages to parents, especially those with children in the day care center after evacuation is an issue Dr. Jordan saw at EWU. Barb noted their process for moving the children, making sure they are safe and then communicating their location and coordinating pickups. Chief Phibbs noted a new program Text A Tip; it's been received well by the student community. It is a discreet way to report something. They have interrupted drug sales, and a stalker using this method. He encouraged everyone to put the number in their phone. When your area does your plan, please send a copy to AHEC. Spotlight on Preparedness courses occur once per semester, this

semester will be active shooter training. All the officers have basic racial bias training. An MSU Professor wrote the law and will be assisting them with their further trainings. It's ongoing annually. Chief Phibbs looks for character in his officers and has not made some hires due to his character assessments.

5. Priority Project List (Kreidler)

Steve passed out a spreadsheet showing initiatives underway and their costs. The idea is to look at the initial capital to start up and the ongoing expenses and revenues related to each. Some initiatives, such as the School of Social Work, College of the Arts, involve co-investment from the University. The launching of graduate programs have start-up costs, but will also offset with revenue from tuition. AES construction costs we know, but operating costs, moves to the new building, CHU programs, movement of areas there and the backfill of spaces here are all examples. There are 26 identified initiatives on VP Kreidler's list. By the end of December they will all have figures with them. We may need to stagger some to be able to afford them. Most of the items listed will have multiple funding sources used in combination. There may be a need to list items that we should stop doing as well. Steve asked for any other items that people know about that are not yet listed. Carol asked how we set priorities, as they are all worthy initiatives. The priorities of the Strategic Plan will be first. Some things that generate revenue could go first in order to fund other initiatives. Steve K.? feels this is a precursor to a five-year budget plan. Predictors of student enrollment can be based on other institutions doing similar things. This will make us better at making decisions, the right size investments.

6. Regular Occurring Updates

A. President update (Dr. Jordan)

The Trustees Retreat was exceptional this year. Everyone was very focused. It was productive and focused on the future. The Foundation Retreat was a continuation of re-focusing and aligning with initiatives and sustaining and growing current initiatives. Everyone is most excited and most cautious about the CHU proposal due to initial costs. They discussed the Shared Governance Report and the Board's role there.

There is potential for change to the Board as four members have terms ending. Rob Cohen is leaving, and he is unaffiliated. We are currently 4 Dems, 3 Republicans and 2 Independents. Dawn Bookhardt has served two terms and needs reappointment. The Governor won't reappoint people for more than two terms, usually, but has been flexible in some cases.

Walter Isenberg has served one term and is interested in a second term. There could be some shift in the make-up of the Board. It could be November to December rather than the beginning of the year. Some are expressing interest to the Governor in being on our Board, which is

encouraging because people are excited about what is happening at MSU Denver.

B. Theme I – Student and Academic Success

i. Education Quality(Golich)

HLC Accreditation is underway. We will submit our materials on time. Dr. Jordan noted that assessment has been an issue the HLC has been concerned with, and we have improved it, but he doesn't think that we yet meet the standard, and he believes we will still see some comment on that from the HLC. Dr. Golich noted that it's not that we don't do assessment, we don't close the loop. We are working on a job description for a Director of Assessment. We are also working on a Director of Graduate Studies. Interviews for AVP of Enrollment Management have been completed. Wednesday after Faculty Senate on the 21st we have the tenure and promotion celebration.

1. HSI Update (Torres)

Luis showed a table of undergraduates at Fall Census. Without ASSET students we are at 20.9% Hispanic students. ASSET students are 1.7% of the total student body. CSU Pueblo has only 11 ASSET students, whereas we have 359 of them. Their population is younger than the average student. 51.8% are full time students. HSI Task Force is looking at how to increase the ASSET students to more of them at full time and less at part time. Luis will go over more specifics about the Task Force next Cabinet. All recommendations will come with a budget attached.

He just returned from HACU. There will be a conference with CO-CEAL on campus on November 13th. They expect 425 students from the northern part of the state, and there will be another conference for the southern part of the state in the spring.

C. Theme II – Urban Land Grant University

i. MSU Denver Neighborhood update (Kreidler)

They got permission from the city to start construction on the AES Building.

D. Theme III – University Culture

i. Campus Climate (Anderson)

No report.

E. Theme IV – University Resources

i. Budget Update (Kreidler)

CCHE and the Governor's Office and the JBC are working on another funding model that is not good public policy. MSU Denver has a position letter being written.

ii. Advancement/Fundraising (Burtness)

No report

F. Telling the MSU Denver Story

i. Strategic Communications and Branding (Lucas)

No report

UPDATES

Anthony Grant – visited areas on campus. Their Rowdy at the Regency event was a good start to the season. Men's soccer and volleyball are progressing well this season. RMAC Academic player of the year is one of our soccer players. Ten women soccer team members were given academic honors as well by RMAC.

Joan Foster – there is a talk on fracking today in SCI 1067 at noon

Christian Solano – a student will participate in the statewide SGA.

Screening of *The Hunting Ground* was pretty well attended and it can be rented from SGA. November 5th they have an event called Take Back the Night, with campus police.

Julie Lucas – Marketing Communications will do an editorial calendar that aligns with the strategic plan. All communications and storytelling will align. They are working on video elements online.

Ann Murphy – The Center for Professional Selling will send two students to a conference in Florida. After only a year students are competing on a national level.

George Middlemist – open enrollment is coming up; big changes are coming to our insurance. There are more options for administrators and faculty.

James Lyall – the Teaching and Learning with Technology Conference brings a couple hundred to campus this Friday. DegreeWorks begins this week.

Sandra Haynes – our flight team will go to nationals again

Liz Hinde - hired a data person

Cabinet adjourned at 11:30 AM