

PRESIDENT'S CABINET MEETING

Monday, August 10, 2015

9 – 11 a.m.

President's Office –SSB 440A

Present: Cathy Lucas, Carol Svendsen, James Lyall, Brett McPherson, John Wiltsie, Christian Solano, Dean Haynes, John Burtness, Dean Hinde, Luis Torres, Sheila Rucki, Myron Anderson, Vicki Golich, Dean Ann Murphy, Christian Itin, Dean Joan Foster

Absent: President Jordan, Percy Morehouse, Loretta Martinez

Substitutions: Amy Bectum for John Kietzmann, Laura Roth for Braelin Pantel, Jinous Lari for Steve Kreidler

Guests: Nate Grimm, Bernice Harris

AGENDA

1. Approval of minutes from June 29, 2015

Dr. Golich asked for a motion to approve, no changes were noted, and the minutes were **approved**.

2. University HLC Accreditation Steering Committee update (Grimm, Harris)

Nate Grimm stated our last accreditation was in 2007. He is co-chair of the 2017 HLC Accreditation Committee with Dr. Bernice Harris. Things have changed in the accreditation process. They are using the term HLC Accreditation to avoid confusion with our Hotel Learning Center, HLC.

The process includes a peer-review of our assurance argument, which is a kind of self-assessment. It is a great way to tell the MSU Denver story.

The reviewers of the 2007 accreditation wanted more information on student outcomes. In 2009 we submitted a monitoring report addressing advising and student learning outcomes, program reviews. General Studies began being addressed in 1997, and more information about our changes was submitted in 2009. In 2010 we had a visit as a follow up to the 2009 monitoring report. April of last year was our most recent report to the HLC. September 1 is the deadline for the first draft of the assurance argument; they've made good progress. They will be sending requests for information this fall and winter. April 7th 2016 is the goal date for a final draft. The final is April 10 and 11 of 2017. This year we will not submit hard copies; we will upload documents and links.

Nate showed the five criteria to be evaluated for accreditation:

Criterion One: Mission

Criterion Two: Integrity: Ethical and Responsible Conduct

Criterion Three: Teaching and Learning: Quality, Resources and Support

Criterion Four: Teaching and Learning: Evaluation and Improvement

Criterion Five: Resources, Planning, and Institutional Effectiveness

Accreditation team: Dean Joan Foster for the Mission Group; Linda Stroup for Integrity; Dave Weiden for Teaching and Learning, Michael Erskine for Evaluation and Improvement; Dean Liz Hinde for Resources and Planning, Greg Clifton for Federal Compliance, Dan Vaccaro for Communications. They are meeting bi-monthly. They are using Office 365 Share-Point to coordinate. Teams are in data gathering mode.

Discussion

Carol Svendsen asked what are the major issues for the next year and a half? Bernice said assessment of student learning. Do we have evidence that we are using what we are learning to make changes? We need to show continuous improvement. Another concern is distance learning and online courses. We are authorized to deliver instruction in 25 states. Faculty training is important. Michael Erskine is helping with that. Bernice is interested in hearing the concerns of the Deans. Faculty update their course content often, but those changes are not usually documented. Dr. Itin asked about General Studies. Bernice said we have made the improvements. Student learning outcomes have been developed and faculty teams assess them regularly. Dean Foster asked who will be reviewing each item; Nate and Bernice will review content first, then the Steering Committee; draft two in mid-October will go to Chairs, be returned for edits, and third draft to Deans and VPS in mid to late January; then another review in March, draft 4 goes to President Jordan and Cathy Lucas, then in March to Faculty Senate; then another review, draft five will go to the Board in April. They will use the Sharepoint system to review drafts. Dr. Golich asked Nate to send the PowerPoint to Cabinet. They set deadlines early in order to repair any items before spring semester and then base our proofs and documents on Spring semester. Also they don't want to change course contact hours after students have registered for courses.

3. Bullying Policy and Bullying Complaint Procedures (Morehouse, Anderson)

Myron stated that suggested changes were made. He highlighted those, which included student employees in the first paragraph of the policy statement, and a notation regarding academic freedom. The electronic communication section was removed.

The Complaint Procedures book was also updated. Flowcharts; Administrators Classified Staff, and Tenured Faculty remained the same while Tenure Track faculty were combined with Category II and II Faculty. These flowcharts show the process of the policy.

Training and Communication:

Myron stated that training will occur on two levels; awareness and understanding. There will be some online training, some face-to-face training and there will be

trainings for investigators as well. He and Percy will also work with the Deans, HR, the Provost and President to be prepared to implement the policy. Dean Haynes asked if the Chairs reviewed the policy and approved it. Her Chairs were not so favorable about it after the first review. Sheila agreed that it should be reviewed by the Faculty Senate Executive Committee before approval. Christian Itin said he'd send the documents to the Chairs. Vicki suggested adding a "draft" watermark so reviewers know it has not been approved beforehand.

4. Demonstration of Interim ConnectU site (Lyll)

James Lyll said that ConnectU means something different for everyone. It is really two systems; Banner – courses, paystubs, grades; and the second is Luminis, which handles communications. The version of Luminis is out of date and cannot be updated – it's our most unstable system. Students have six steps to register for classes right now. Online learning used to be through this software too until we took it out and started using BlackBoard.

A new interim ConnectU site is up. Things are aggregated based on services. Now login authenticates the user for Banner, BlackBoard and email services. They worked with Marketing and Communications to design the page. Since it is a web page, it can be changed. Other systems and services will be accessible with the one login as well. Password resets will reset passwords for all systems at once. We are going to save \$60k a year by being let out of our contract with the Luminis system.

The web page is labelled interim right now. Later this fall there will be a student hub added. Cathy said the Web team will present the student hub to Cabinet soon. Phase II will be a faculty and staff page. Dr. Itin asked when it will go live. The "soft" launch was Friday morning with links on the ConnectU site. As more traffic appears on that page they will move it to the interim page this fall. James noted that the interim page at the bottom has a feedback section for people to make suggestions.

James stated that some wireless changes are also coming. On campus we have Auraria's network; which is unsecured. People on the light rail connect to our network while passing; this provides a lot of traffic competition. Because it is Auraria's network, they worked with AHEC and the other institutions. Now we will have a guest access and a regular MSU Denver authenticated access. This will help our wireless network. Auraria wifi will go away in September; AHEC is taking the lead on the communications. The open network will go away. This will help the bandwidth and coverage.

5. Regular Occurring Updates

A. President update (Dr. Jordan)

No report.

B. Theme I – Student and Academic Success

i. Education Quality(Golich)

Enrollment is down. Last week we saw a deep drop which is concerning. FTE is going down as well so some students are taking one less course. A strategic enrollment management plan is being put together for now and looking forward. Luis asked about other institutions in the state, but this time of year they keep this information close to the vest. Vicki noted this is an issue nationally though. WICHE data shows high school demographics are decreasing.

1. HSI Update (Torres)

Dr. Torres is gathering data for the report to the President and the Board in December. Their next large meeting is Wednesday. They have surveyed the programs here that apply to the areas they are looking at. They are seeking areas that are working in order to support them and to improve on others, close gaps. They sent a letter to everyone asking them to fill out a survey. A more targeted survey went to Hispanic students. The subcommittees have met and are reviewing the information. They received surveys back from 50 programs. Next month they will shift to interpreting the data and suggesting ways to increase the enrollment and retention of Latino students. The more credit hours the students take the higher their retention rate. Recommendations will go into the report in December.

C. Theme II – Urban Land Grant University

i. MSU Denver Neighborhood update (Kreidler)

Jinous stated that RNL has been contracted to do some work on the Neighborhood.

D. Theme III – University Culture

i. Campus Climate (Anderson)

ModernThink will be at Cabinet to present the results of the Campus Climate Survey on September 21st. Last year's survey was done with a random sample of employees. This being our third survey, we have some trend data. Rich Boyer will do some Town Halls on September 21st as well.

A conversation about race relations on campus was brought up by leadership of the three institutions. Myron has been meeting with the three chief diversity officers on campus to put in place a speaker series. They worked with Tami Door of the DDP. There will be an Executive Breakfast to include leaders in higher education, the community and the business community. The

breakfast series is called “Race Matters: So What, Now What?” There will be several events throughout the year. This will promote educational awareness and develop strategies to improve race relations in the Denver community. Luis thinks it is important due to Colorado’s large achievement gap.

E. Theme IV – University Resources

i. Budget Update (Kreidler)

Enrollment was down 6.4% last Thursday. Last year we had a bit more revenue than expected. We had less remedial reimbursement to the Community Colleges. One time requests are ready to go. The Budget Task Force will go over those. Fiscal Managers have received updates; the staffing pattern has been improved for sorting by college and school. The state has a new finance system, and we need to be in sync with them; some contracts and encumbrances are not in their system yet.

ii. Advancement/Fundraising (Burtness)

Lockheed Martin and Ball Aerospace are working with us to fund the AES Building. The HLC may include Resort Management in the future. They will focus on scholarships for 50th Anniversary fundraising goals. “Transform The Future” will be the title of their push. They have some funding for “RoadRunner Grants” for students close to finishing their degree.

F. Telling the MSU Denver Story

i. Strategic Communications and Branding (Lucas)

Cathy described the new marketing plan. They will highlight faculty and alumni who are transforming community, lives. She is looking for more stories.

September 2nd will be the Welcome Back Breakfast in front of the SSB; there will be a 50th Anniversary component.

October 1 will be the big anniversary celebration from 4-6 pm; Roy Romer and other founders of the university will be highlighted.

October 2 will be Advanced Manufacturing day. Faculty and staff will be invited to go to the Lockheed Martin’s Waterton Campus. Groundbreaking for the AES building will have a key speaker and will be October 7 or 8.

UPDATES

Carol Svendsen – there will be a grand re-opening of South Campus after a renovation was done. This is in coordination with the South Chamber. An invitation was sent; it is the 18th from 5-7 pm. President Jordan will be there and make some remarks.

Amy Bechtum COA – asked Cabinet to encourage administrators to attend the meetings.

Christian Solano- SGA is taking charge of student organization funding this year. They will create a student organization council to avoid duplication of effort. A student employee coalition will contribute. Bylaws were drafted. The Runners program will be sustained as well. They are focusing on sexual assault prevention awareness. There is an individual pledge campaign. There will also be a related film showing. “Hot Topics” in November will also address it. Dean Foster asked if Runners could encourage early registration. Christian said they would do so.

Dean Haynes- has been working with Alumni for a pilot pipeline for an airline with a shortage. They are also working with Political Science to bring an alumnus back for a speaking engagement; he heads a 38K employee organization. The Tivoli Brewery opens on the 22nd of August. One must RSVP to the Tivoli to be at the grand opening. Last Thursday there was a special showing of The Great Divide, the water documentary. Our sculpture and Tom Cech were in it.

Liz Hinde- SoE Summit is September 11th. They are capping it at 250. There is a panel discussion with legislators. There will be a happy hour in the Zenith Room.

Luis Torres – is co-sponsoring a conference in November on the educational advancement of Latinos.

Cabinet adjourned at 11:50 a.m.