

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

Committee Meetings & Board Meeting
Student Success Building, 890 Auraria Parkway
April 3-4, 2013

WEDNESDAY, APRIL 3, 2013

Student Success Building, Trustees Boardroom, 440A

Finance Committee: 11:00 a.m. – 1:00 p.m.

Academics & Student Affairs Committee: 1:00 p.m. – 2:30 p.m.

Governance Committee: 2:30 p.m. – 3:30 p.m. (room subjected to change)

THURSDAY, APRIL 4, 2013

Student Success Building, 400A

Executive Session: 7:30 a.m. – 9:00 a.m.

Public Meeting: 9:00 a.m. – 11:30 a.m.

METROPOLITAN STATE UNIVERSITY of DENVER
BOARD OF TRUSTEES

Board Meeting

Thursday, April 4, 2013

Executive Session: 7:30-9:00 a.m.

Student Success Building, Room 440A

Public Meeting: 9:00-11:30 a.m.

Student Success Building, Room 400A

I. CALL TO ORDER

II. EXECUTIVE SESSION

An Executive Session may be held to confer with the Board's attorney for the purpose of legal advice concerning pending or imminent litigation, concerning specific claims or grievances or legal advice on specific legal questions, confidential pursuant to C.R.S §24-6-402 (3) (a) (II) (2012); in consideration of appointment, employment, dismissal, demotion, discipline, investigation of charges, investigation of complaints, promotion or compensation of a public official or employee, confidential pursuant to C.R.S § 24-6-402 (3) (b) (I) (2012).

III. CONSENT AGENDA

- A. Approval of February 7, 2013 Board Meeting Minutes
- B. Office of Human Resources report of personnel actions which have occurred since the last Board Meeting on February 7, 2013

IV. REPORTS AND ACTION ITEMS

- A. Chair's report: *Chair Rob Cohen*
- B. President's Report: *President Stephen Jordan*
 - i. Approval of Emeritus Status for Administrator, Natalie Lutes
- C. Legislative Report: *Christine Staberg, Capstone Group, LLC*
- D. Governance Committee: *Trustee Melody Harris*
 - i. Approval of new HLC@Metro, Inc. Board Member, Jon Robinson (Martinez)
- E. Academics & Student Affairs Committee: *Vice Chair Michelle Lucero*
 - i. Approval of Tenure, Emeritus and Sabbatical Recommendations (Torres)
 - ii. Approval of new minors and concentrations in Letters, Arts and Sciences (Thompson/Foster)
 - iii. Approval of new minors and concentrations in Professional Studies (Thompson/Haynes)
 - iv. Approval of proposed Bachelor of Science in Biochemistry degree program (Thompson/Foster)
 - v. Approval of archiving of programs (Thompson)
- F. Finance Committee: *Trustee Ellen Robinson*
 - i. Approval of FY2012-13 Revised Budget (Lutes/Lari)
 - ii. Approval of FY2013-14 Budget Assumptions (Lutes/Lari)

- G. Faculty Senate Report: *Professor Kamran Sahami, President*
- H. Student Government Report: *Laura Noe, President*
- I. Alumni Report: *Alumni Representative Rob Morrill*
- J. AHEC Report: *Trustee Dawn Bookhardt*
- K. Foundation Report: *Trustee Bill Hanzlik*
 - i. Capital Campaign Update (Trapp)

V. INFORMATION ITEMS

- A. Human Resources report of personnel actions for the Board's information which have occurred since the last meeting on February 7, 2013

VI. PUBLIC COMMENT

VII. ADJOURNMENT

METROPOLITAN STATE COLLEGE *of* DENVER
BOARD OF TRUSTEES
Thursday, February 7, 2013
Board Minutes

CALL TO ORDER

The Board of Trustees meeting was **called to order** at 9:35 a.m. by Vice Chair Michelle Lucero. She was joined by Trustee Carroll, Trustee Hanzlik, Trustee Harris, Trustee Pogge, and Trustee Robinson. Trustee Bookhardt joined the meeting via telephone. Student Trustee Altum was also in attendance, along with President Jordan and Board Secretary Loretta P. Martinez, various faculty, administrators and staff.

The first order of business was the **approval of the Consent Agenda**. Vice Chair Lucero asked for a **motion to approve**. Trustee Carroll moved, **with a second** by Student Trustee Altum. The motion was **unanimously approved**.

PRESENTATIONS

Dashboard Presentation: Vice Chair Lucero introduced the presentation on the Score Card, as distinguished from the Dashboard, and thanked Natalie Lutes and Ellen Boswell for their work on each of these important products.

President Jordan led the Trustees through logging on at the Trustees' login from the home page and selecting either the Score Card or the Dashboard. He mentioned that a determination from the Department of Higher Education of definitions related to the Performance Contract is expected within a month. The definitions for the Performance Contract must be identical among all institutions. Following receipt of those definitions, staff will be able to finalize the Performance Contract indicators.

Among the data available in the Score Card are retention and graduation rates of first-time/full-time freshmen, graduation rates from the class that entered MSU Denver six years prior, average FTEs taught by faculty type, actual enrollment of Hispanic students compared to projections, achievement with respect to Phase I of the Capital Campaign, and students actually enrolled compared to student FTEs budgeted for at the beginning of the year.

President Jordan noted that some of the reports in the Score Card will be accessible immediately by the public. The performance indicators that are reported to the Commission of Higher Education will become public at the point they are reported to the Commission. A few are unique to the Board and, for the time being, are available to the Board to use as a management tool in assessing process and strategies.

OWOW Update: President Jordan introduced Tom Cech, Director of the One World One Water Center established at MSU Denver a year ago. Mr. Cech said that the OWOW Water Studies minor at MSU Denver is unique, as most Water Studies minors would fall under Earth Sciences or Biology. MSU Denver's Water Studies minor emphasizes the arts and humanities. MSU Denver received a five-year \$1 million donation to establish the program for all the majors, with

the goals of establishing a Water Studies minor for all students at MSU Denver, and of developing water stewards on the Auraria Campus and beyond.

Mr. Cech outlined the courses that comprise the minor and said there has been tremendous interest in the program from industry leaders nationwide, such as Ken Wright of Wright Water Engineers, Dr. Jorge Drewes, an international professional on water/wastewater treatment from the Colorado School of Mines; Elizabeth Gardener, who started the xeriscape movement in Colorado in the 1980s; John Echohawk, head of the Native American Rights Fund in Boulder. The program has great support from within the University as well. The Center is working with Dr. James Lyle in IT, and Dr. Mary Summerville in the Library, to create a learning wall incorporating Google Earth and using flat-screen TVs to highlight water issues. Mr. Cech listed a number of educational events that are planned in the coming months, both on campus and off. Vice Chair Robinson applauded Mr. Cech for his accomplishments and encouraged Trustees to attend one or more of the upcoming water events.

REPORTS AND ACTION ITEMS

President's Report: President Jordan announced that Natalie Lutes has decided to pursue other interests and will be leaving the University. He expressed his great appreciation to Ms. Lutes for all she has done for the institution and the many major projects of which she has been a part. A search committee to be chaired by Dr. Layton Kurl is being created, and an outside search firm will be hired to assist in finding a replacement for Ms. Lutes.

The first President's Spring Update was held last week, and President Jordan met with 150 faculty and staff on topics that tie back into the Strategic Plan. Among the topics discussed were:

- Information Technology and the task force developing the IT Strategic Plan will be conducting a survey to develop a comprehensive blueprint to integrate technology infrastructure into the fabric of the University;
- The Strategic Enrollment Management Committee formed by the Provosts to further attract a diverse pool of students from the seven-county metro area and beyond is also looking at ways to boost retention and graduation rates by 2017. A task force of student veterans will be formed to focus on recruitment, retention, and graduation. About 1100 of the University's student population of nearly 24,000 students are veterans;
- A transitions task force will meet with faculty, staff, and members of the community to investigate how a reorganization of academic units would benefit the University and its alumni;
- Also discussed was the new building and planning process, exploring the building at 7th Street and Auraria Parkway. This would be the third building in the MSU Denver neighborhood and would house the Departments of Aviation and Aerospace and three engineering departments: Physics, Industrial Design, and possibly components of

Computing Science and Computing Information Systems. The estimated cost is \$40 to 60M. A program plan and a schematic of the building will be taken out to the private sector to solicit participation. President Jordan noted that construction will not begin until at least one-half of the cost of the construction has been raised from the private sector. Members of the aviation and aerospace industry were invited to participate in the program planning to ensure the labs and curriculum are appropriate to the needs of that industry cluster in Colorado. Lockheed Martin and Jeppesen have already expressed interest in participating in this process;

- Groundbreaking has begun for the athletic complex south of Colfax. In addition to serving the needs of the University's athletic teams, President Jordan said that in partnership with Denver Recreation Programs and the US Tennis Association, MSU Denver will be offering an inner-city tennis program, predominantly for children of the La Alma area;
- The campus climate survey will be distributed in March to assist in guiding the Strategic Planning process. The last survey, conducted three years ago, was the result of the University's Supervisory and Cultural Competency and President Jordan believes it has helped promote better communication throughout the University. One of the recommendations that came out of the last survey was to have an ombudsman. A candidate for that position has accepted and will start the first of March;
- President Jordan will be going to Washington, D.C. with Mike Dino of Patton Boggs to meet with members of Congress. President Jordan and Mike Dino have been working on a proposal with Senators DeGette, Polis, Bennett, Udall, and staff from the House Education and Labor Committee, and with the Hispanic caucus, about emerging HSIs, and hope to have legislation introduced on that topic;
- President Jordan welcomed back Trustee Ellen Robinson and Student Trustee Jesse Altum, who attended the AGB regional meeting on getting governance right and responding effectively to challenges and opportunities. He noted that a great group is going to the national AGB meeting, including Trustees Bookhardt, Pogge, and Altum. Vice Chair Michelle Lucero will be on a plenary panel speaking on the Board's role in overseeing educational quality and student learning, something this Board has been focused on since its retreat. President Jordan will be joining, along with General Counsel Loretta Martinez, and Carrie Warren. He congratulated the Board for pursuing this type of educational opportunity, to understand what's happening nationally and better position MSU Denver to be responsive to the emerging issues facing higher education.

Legislative Report: Christine Staberg reported that the session started on January 9. Some of the key issues that are solidified at this point in terms of the Higher Ed budget are that there has been initial action by the JBC on the budget for next year and the \$30M additional funding that the Governor requested is in the budget at this time. The legislature will get their latest revenue forecast sometime in the third week in March, and shortly thereafter, introduce it into the

legislature. Ms. Staberg noted that there is good bipartisan support for the budget increase for next year. In addition, the JBC through the supplemental process acted to put \$9.3M into Higher Ed for the current year. The December numbers came in better than before. That \$9.3M will flow through the same formula that was agreed upon for all the other moneys that go into Higher Ed. Final action on that should be reached in the next two weeks, and then submitted to the Governor for signature.

There was a lot of discussion about advanced industries, manufacturing, fields like aviation and aerospace; lots of bills and policy discussions at the legislative level, including HB 1001, the first House bill introduced for this year which is a priority for the Governor and leadership, and has bipartisan support. Ms. Staberg noted that MSU Denver has a very strong program in connection with workforce development for advanced industries that the state is interested in supporting. Discussion of five different bills related to these industries is ongoing, with the emphasis being on getting the language right in order to position Colorado and MSU Denver in a strong way.

President Jordan thanked Ms. Staberg and her firm for the amazing job they've done, particularly on the issues of advanced manufacturing. They've provided great access to key leaders on those bills. President Jordan added that while the University has worked hard to position itself with regard to advanced industries, it has also tried very hard to promote amendments which will strengthen the State of Colorado in its capacity to compete effectively both with respect to a more local proposal and with respect to larger proposals that might be submitted from Colorado to the federal government.

The two bills of particular interest to the University are the Asset Bill, and Representative Levi's bill which would provide an exception to prohibit weapons on college and university campuses.

President Jordan noted that the Asset Bill has the same policy parameters this Board applied when it adopted its undocumented student Colorado high school GED tuition rate, but it also makes these students eligible for COF. President Jordan believes the University has been helpful in providing an idea of what the real fiscal impact would be, particularly as it represents the distributions of part-time and full-time students. He noted that, as an institution, MSU Denver continues to get great credit for helping to move this process forward. Many people viewed what this Board did as having been a very important and critical stimulus to moving the Asset concept forward.

He reminded the Board that this campus, as all others in Colorado, had a prohibition of weapons as a general ban for its campus. The University of Colorado was sued on the issue; it had a lower court disposition that was then appealed to the Colorado Supreme Court, which essentially ruled that if the legislature had meant to exempt higher ed from the permissiveness of having concealed weapons on college campuses, an exemption would have been put in the bill. As result of that, all the campuses in the state, including Auraria, have continued to ban weapons on campuses but have provided that it's permissible for a person who has a concealed weapons permit to have a concealed weapon on campus.

President Jordan noted that there is great concern among faculty and staff about the danger they believe this creates in their classrooms. Representative Levi has proposed a bill that would exempt higher ed from the permissive part of handguns being permitted on college campuses. It clearly says it is prohibited in buildings, it clearly says it is prohibited at events on campuses, including outdoor events; it is not as clear that it says a person couldn't walk onto the campus or through the campus with a concealed weapon if they had a permit. But the proposed bill clearly bans everything else. President Jordan stated that it is his view that it is in the best interests of this campus to support this bill and urged the Board to take a position in support of the bill and authorize staff to work on behalf of the bill in this legislative process.

Vice Chair Lucero inquired if President Jordan was requesting a motion endorsing Representative Levi's bill, and President Jordan responded that he was.

Vice Chair Lucero asked for a **motion to endorse** Representative Levi's bill. Trustee Carroll **moved for endorsement, with a second** by Trustee Hanzlik. Trustee Harris stated that while she is generally in favor of the concept, she has never seen the bill and would want to review its language before the Board officially supports the bill. Ms. Staberg stated the bill has not yet been introduced but should be out this week. General Counsel Martinez offered to forward the bill to Trustees once it's been introduced. Trustee Harris requested that the motion be rephrased to reflect that the Board is in favor of a legislative exemption from the current concealed weapons permit, pending review of the actual bill. Vice Chair Lucero asked for a **motion to approve** a legislative exemption from the current concealed weapons permit, pending review of Representative Levi's bill. Trustee Carroll **moved for approval, with a second** by Trustee Hanzlik, which was **unanimously approved**.

Academics and Student Affairs Committee Update: Vice Chair Lucero reported that Dean Foster and Associate Dean Ballard attended the committee meeting to discuss assessment of student learning outcomes, and thanked Sheila Thompson for her work with regard to that and the team of faculty and administrators she brought to help engage and continue with education on this topic.

The Vice Chair encouraged Trustees to attend the committee's next meetings. The April meeting will be on Online Learning, and in June the meeting will focus on University Student Learning Outcomes. That, in addition to the Peer Review process, is something that the AGB and other institutions across the country are very interested in, in how MSU Denver is handling that. This is the committee's year of education towards this path.

The Vice Chair added that the committee had advanced a charge for itself as far as how it's going to operate, the things it's looking at, the areas that its members are committing themselves to be involved in.

Trustee Harris asked if the Finance Committee has a similar charge. Vice Chair Lucero added that eventually, when revisions to the policy manual have been voted on, this would be something that could be incorporated into it. General Counsel Martinez said that when the new

Bylaws were passed last June, there were charges for each committee, but that this is really more an operational statement about the work of each committee. Trustee Harris asked if that then would end up in the Bylaws rather than in the Board policy manual, and General Counsel Martinez responded that have it incorporated into the Bylaws seemed to make the most sense.

Finance Committee: Trustee Robinson thanked Natalie Lutes for all that she has offered this institution over the six years she has worked with her. She stated that Ms. Lutes is a consummate professional, dedicated to the institution, with the highest integrity and ethics, and wished Ms. Lutes the best.

Trustee Robinson reported that the Finance Committee spent extra time learning about the true financial statements of the institution, and she noted that in these financial statements, guided by GASB accounting rules, there's been a change for all public institutions to now include its deferred pension obligations as a liability on its balance sheet and on other representations of the financial health of the institution. George Middlemist added that GASB 68 was passed two years ago and is effective July 1 of this year, which will affect financial statements for 2013/14.

President Jordan noted that the unfunded liabilities are related to the PERA retirement program, which is a state retirement program. PERA is doing the calculations of gross liability and making distributions to every agency; so the University will be taking what PERA provides as the liability and reflecting that number in the University's financial statements.

Trustee Robinson mentioned that Trustee Bookhardt brought up the potential impact, if sequestration happens at the federal level, on PELL grants and any other types of federal resources that are currently in the University's budget. If sequestration were to happen, it will have a significant impact that will affect the University's cash flow in this current year.

Faculty Senate Report: Dr. Kamran Sahami reported that the Faculty Senate had a lengthy debate about Representative Levi's proposed legislation, and voted 77 to 1 to support any legislation that would ban concealed weapons on campus.

Faculty Senate is working on an alternate policy for summer courses. Some of the faculty have ideas about how summer courses could be handled better, and how to better facilitate attracting more students to summer classes. Those ideas are in the Welfare Committee now and should be shared with the Provosts in about two weeks' time.

The Faculty Senate is also working on bylaw changes to better facilitate internal changes, in response to internal initiatives. It is looking at setting up a system to have the curriculum be a bit more adaptive and responsive, to look at a wider range of subjects for faculty to teach. It's also looking at better engaging the First Year Success Program and general education.

Faculty Senate also had a discussion with Dr. Jordan and Provost Golich at the end of last semester about the Tiegel Initiative and hopes to engage the Board more directly.

Dr. Sahami, on behalf of Faculty Senate, invited all the members of the Board for coffee, to help the Board understand what Faculty Senate does and to get a better understanding of what's going on on campus. Vice Chair Lucero thanked Dr. Sahami and asked if he would circulate an e-mail regarding Faculty Senate's invitation for coffee.

President Jordan asked Dr. Sahami about the kinds of curriculum flexibility the Senate is going to consider, as one of the goals of the Strategic Plan is to be nimble and responsive. Dr. Sahami responded that one way is making sure systems are more adaptive to changes, especially in the technical fields; another is looking at alternative ways of offering courses through extended campus, fee-for-service type courses, training courses, and others.

Another area discussed was keeping the Senior Experience and Capstone courses as flexible as possible to accommodate the bridging of the academic endeavor, the bridging of classes and courses, and getting a degree, to what the graduate would do in the workforce, what a graduate would look like, and even, in some places, looking at basic research and getting students prepared for graduate school.

Student Government Report: Laura Noe stated that the Annual Food for Finals Event was a very big success; over a thousand students show up. A wealth of feedback was received from students, about their view of the campus, their view of the institution currently, and what they thought their Student Government reps should be focusing on.

Because of an incident where a student was attacked and wasn't able to get cellphone reception, Student Government is working with the IT department to research the potential for adding cellphone signal replicators in campus buildings. Vice Chair Lucero inquired as to whether the issues that limit cellphone reception are being looked into, and suggested that at least some educational pieces should be distributed regarding the issues. Ms. Noe stated that a Student Government representative is working with IT on that.

Student Government is actively recruiting for the Runners' program and Freshman Council, and is also organizing a student survey asking for feedback on the current campus smoking policy.

Ms. Noe noted that AHEC has donated four daily parking permits to Student Government each month for the rest of the semester, to be raffled off to students. Vice Chair Lucero noted that a license is required for raffles and Ms. Noe explained she was working with AHEC on that.

A food truck town hall is being organized for April among vendors, administrators, and students, to discuss why a food truck policy was put in place.

Student Government is reviewing its governing documents in SGA and is considering a new constitution and policy manual to take effect June 1. A special election will be held next week. The constitution that was revised last year was contested on the ballot, and so it will be voted on and Student Government may be presenting a new constitution in April.

SAB has gotten off the ground and is entertaining budget requests from all the organizations it funds. They're looking into methods to simplify the process and transition away from zero-based funding, especially from organizations that annually request the same amount.

Student Government's election commission has been holding candidate informational meetings for spring elections; it appears there will be a good turnout of students who want to be involved in SGA next year.

President Jordan noted that the University of Colorado Boulder is implementing a smoking ban to be effective August 1, but is beginning an information campaign this semester, in advance of formal implementation, and suggested that that strategy might be a good one for Student Government to consider.

Foundation Report: Trustee Hanzlik reported that the Foundation received a large estate gift of \$170,000. The return on investments with BNY Mellon last year was approximately 11.5%. Trustee Hanzlik thanked Trustee Robinson and her husband, Scott Robinson, for their very generous gift, half cash and half bequest. Trustee Robinson stated that Erin Trapp's team were very creative in helping fashion their gift, and talked about her personal connection to the Student Success Building and, in particular, the Tutoring Center, as motivating her gift.

Trustee Hanzlik stated that Riedel Crystal of North America will host a wine tasting at Springhill Suites on April 11. Erin Trapp noted that tables at the fundraising event are being sold for \$1,500 and asked Trustees to bring their friends and clients to the event.

Erin Trapp reported that the Alumni Association is working on a scholarships initiative with alumni, focusing on how MSU Denver transformed alumnus' lives and continues to do that in meaningful ways. The Foundation Board and the Alumni Board, out of the last Tri Board retreat, began discussions around a stronger partnership in terms of scholarships between the Alumni Council and the Foundation Board, and are planning to meet together to keep moving ahead. Staff is exploring universities where efforts like this have congealed around cross-functional teams that work on the student experience while students are on campus, all the way through the transition to alumni, to the more patron-type relationship that comes later with alumni, to create better reasons and understanding for people to participate in an effort like scholarships.

AHEC Report: Trustee Bookhardt reported that MSU Denver completed its design review process and is in the final conceptual design process of the athletic fields on the campus property adjacent to Colfax. The final plans will be submitted to the AHEC Board as well. There was discussion at the last AHEC meeting regarding the naming of buildings in the CCD neighborhoods, which will be focused on creek names. A major focus was on the Student Learning and Engagement Building. Because it would relate to the other buildings in that neighborhood, "Confluence" was suggested as a good name for it.

The committee discussed the authorization of several bond projects, including the parking enterprise revenue bonds, and student revenue bonds, and also discussed sequestration and what its effect would be.

Also discussed were post-issuance compliance matters and the authority for fiscal and procurement rules and the processes relating to opting out of certain procurement practices. Moving forward, Trustee Bookhardt will have more information on whether or not there's been an effective negotiation with the state regarding agency, fiscal, and procurement rules.

Vice Chair Lucero thanked Trustee Bookhardt for her work with AHEC.

ADJOURNMENT

After a motion by Trustee Robinson and a second by Student Trustee Altum, the Vice Chair officially **adjourned** the meeting at 11:09 a.m.

AGENDA ITEM: **Office of Human Resources report of personnel actions for the Board's approval which have occurred since the last Board Meeting on February 7, 2013.**

BACKGROUND: Report of personnel actions which have occurred since the last Board agenda of February, 2013. Initial appointments of non-temporary faculty and administrators, tenure, promotions, emeritus status, honorary degrees, and sabbatical leaves which require Board approval.

RECOMMENDATION: It is recommended by Metropolitan State University of Denver that the Board of Trustees approve the following appointments.

APPOINTMENTS

Ms. Audrey Lucero, Accounts Payable Specialist, Annual Salary: \$39,000.00 – Effective January 21, 2013. (ADMINISTRATIVE)

Ms. Linda Ramstetter, Accounts Payable Specialist, Annual Salary: \$40,500.00 – Effective February 1, 2013. (ADMINISTRATIVE)

Ms. Karen DeGraff, Bursar Office Specialist, Annual Salary: \$39,000.00 – Effective February 1, 2013. (ADMINISTRATIVE)

Ms. Amy Farfan, Center for Urban Education Program Associate, Annual Salary: \$37,000.00 – Effective February 1, 2013. (ADMINISTRATIVE)

Ms. Janine Martinez, Administrative Coordinator for Learning Communities & First Year Success, Annual Salary: \$43,500.00 – Effective February 1, 2013. (ADMINISTRATIVE)

Mr. William Milliken, Outdoor Leadership and Intramural Sports Specialist, Annual Salary: \$38,000.00 – Effective February 1, 2013. (ADMINISTRATIVE)

Dr. Michael West, Lab Manager-Chemistry, Annual Salary: \$73,630.00 – Effective February 1, 2013. (ADMINISTRATIVE)

Mr. Theodore Jimenez, Associate Registrar, Annual Salary: \$55,000.00 – Effective February 1, 2013. (ADMINISTRATIVE)

Ms. Jane Weinberg, Administrative Assistant of One World One Water & SPS, Annual Salary: \$38,000.00 – Effective February 18, 2013. (ADMINISTRATIVE)

Ms. Angela Martinez, Banner Production Support Analyst, Annual Salary: \$54,000.00 – Effective February 21, 2013. (ADMINISTRATIVE)

Ms. Vonda Knox, Academic Assistant for Sociology and Anthropology, Annual Salary: \$40,000.00 – Effective March 1, 2013. (ADMINISTRATIVE)

Ms. Melanie Morel, Adaptive Information Technology Specialist, Annual Salary: \$50,000.00 – Effective March 1, 2013. (ADMINISTRATIVE)

Mr. Paul Aubrey Whitley, Database Administrator (DBA), Annual Salary: \$75,000.00 – Effective March 1, 2013. (ADMINISTRATIVE)

Mr. Kenneth Roberts, Database Administrator (DBA), Annual Salary: \$75,000.00 – Effective March 1, 2013. (ADMINISTRATIVE)

Mr. Shaun Boulter, Academic Advisor - School of Professional Studies, Annual Salary: \$40,000.00 – Effective March 6, 2013. (ADMINISTRATIVE)

Ms. Barbara Lyall, Associate Director for Grants Management/Writer, Annual Salary: \$64,200.00 – Effective March 11, 2013. (ADMINISTRATIVE)

Mr. David Viramontes-Martinez, Web Developer, Annual Salary: \$46,000.00 – Effective March 13, 2013. (ADMINISTRATIVE)

Ms. LaTisha Garcia, Administrative Assistant - Administrative IT, Annual Salary: \$49,000.00 – Effective March 26, 2013. (ADMINISTRATIVE)

RECOMMENDATIONS FOR TENURE (31)

Dr. Shamim Ahsan	Earth & Atmospheric Science
Dr. Angelica Bahl	Marketing
Dr. Antonio C. Bellisario	Earth & Atmospheric Science
Dr. Susan L. Bertelsen	Human Performance & Sport
Dr. Haiyun Bian	Math & Computer Sciences
Mr. Gregory T. Clifton	Accounting
Dr. Christine Cooper	Communication Arts & Sciences
Dr. Rachael Delaney	Art
Dr. Andrew Evans Jr.	Earth & Atmospheric Science
Dr. Biswadip Ghosh	Computer Information Systems
Dr. Christina Peters Huber	Economics

Dr. Christopher T. Jennings	Journalism and Technical Communication
Dr. Elizabeth Kleinfeld	English
Mr. Alex Komodore	Music
Mr. John J. "Jackson" Lamb	Hospitality, Tourism & Events
Dr. Jeffrey M. London	Criminal Justice & Criminology
Dr. Matthew S. Makley	History
Dr. Joanne Odden	Biology
Ms. Marina Pereira-Badwan	Social Work
Dr. Robert R. Preuhs	Political Science
Dr. Carol Quinn	Philosophy
Dr. Ella Maria Ray	African/African American Studies
Dr. James D. Reid	Philosophy
Dr. Jessica Rossi-Katz	Communication Arts & Sciences
Dr. Sheila M. Rucki	Political Science
Dr. Carmen H. Sanjurjo	Elementary, Secondary, Linguistically Diverse & K-12 Education
Dr. Benjamin Thompson	Human Performance & Sport
Dr. Pamela L. Troyer	English
Dr. Wendolyn A. Weber	English
Dr. Adriann C. Wycoff	Chicana/o Studies
Dr. Runing Zhang	Engineering Technology

RECOMMENDATIONS FOR PROMOTION TO ASSOCIATE PROFESSOR (30)

Dr. Shamim Ahsan	Earth & Atmospheric Science
Dr. Angelica Bahl	Marketing
Dr. Antonio C. Bellisario	Earth & Atmospheric Science
Dr. Susan L. Bertelsen	Human Performance & Sport
Dr. Haiyun Bian	Math & Computer Sciences
Mr. Gregory T. Clifton	Accounting
Dr. Christine Cooper	Communication Arts & Sciences
Dr. Rachael Delaney	Art
Dr. Andrew Evans Jr.	Earth & Atmospheric Science
Dr. Biswadip Ghosh	Computer Information Systems
Dr. Christina Peters Huber	Economics
Dr. Christopher T. Jennings	Journalism and Technical Communication
Dr. Elizabeth Kleinfeld	English
Mr. Alex Komodore	Music
Mr. John J. "Jackson" Lamb	Hospitality, Tourism & Events
Dr. Jeffrey M. London	Criminal Justice & Criminology
Dr. Matthew S. Makley	History
Dr. Joanne Odden	Biology
Ms. Marina Pereira-Badwan	Social Work
Dr. Robert R. Preuhs	Political Science
Dr. Carol Quinn	Philosophy

Dr. James D. Reid	Philosophy
Dr. Jessica Rossi-Katz	Communication Arts & Sciences
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Dr. Carmen H. Sanjurjo	Elementary, Secondary, Linguistically Diverse & K-12 Education
Dr. Benjamin Thompson	Human Performance & Sport
Dr. Pamela L. Troyer	English
Dr. Wendolyn A. Weber	English
Dr. Adriann C. Wycoff	Chicana/o Studies
Dr. Runing Zhang	Engineering Technology

RECOMMENDATIONS FOR PROMOTION TO FULL PROFESSOR (2)

Dr. Ramon Del Castillo, Chicano Studies
Dr. Gloria Eastman, English

RECOMMENDATION FOR 7th YEAR TERMINAL CONTRACT

Dr. Kathryn D. Malpass Human Performance & Sport

RECOMMENDATIONS FOR EMERITUS STATUS (4)

Dr. John Dienhart	Professor Emeritus—Hospitality, Tourism & Events Management
Dr. Karen Krupar	Professor Emeritus—Communication Arts & Sciences
Dr. Dorothy Snozek	Professor Emeritus—Reading
Ms. Natalie Lutes	Administrative Emeritus – Vice President of Administration, Finance and Facilities

RECOMMENDATIONS FOR SABBATICAL LEAVE (16)

Dr. James Aubrey	English	Fall 2013
Dr. Donald Chang	Marketing	Fall 2013
Dr. Allison Cotton	Criminal Justice & Criminology	Fall 2013
Dr. Rick Crosser	Accounting	AY 1314
Dr. Elizabeth Frederick	Management	Fall 2013
Dr. David Gilmore	Mathematical & Computer Science	Fall 2013
Dr. Marina Gorlach	English	Spring 2014
Dr. Monys Hagen	History	Fall 2013
Dr. Carol Jensen	Health Professions	Fall 2013
Dr. David Kish	Music	Fall 2013
Dr. Doug Laufer	Accounting	AY 1314
Dr. Jeff Lewis	Marketing	Fall 2013
Dr. Patricia McKenna	Mathematical & Computer Science	Spring 2014
Dr. Maria Rey-Lopez	Modern Languages	Spring 2014
Dr. Arlene Sgoutas	Women's Studies	AY 1314
Dr. Richard Wagner	Earth & Atmospheric Science	Fall 2013

President's Written Report to the Board April 4, 2013

National Fire Academy Recognizes MSU Denver's Fire Courses

The fledgling fire studies program at MSU Denver has received a certificate of recognition from the National Fire Academy, a designation affirming that the courses are tied to nationally recognized standards of education and achievement.

The MSU courses use the curriculum and textbooks developed for the Fire and Emergency Services Higher Education (FESHE) program of the NFA, which is part of the U.S. Fire Administration, an arm of FEMA.

"The curriculum offered by FESHE was an ideal curriculum and highly desired by fire chiefs...because of its recognition at the federal level," says Elizabeth Parmelee, director of the Center for Individualized Learning.

The NFA recognition is significant for both the University and the students enrolled in the courses, says Brian Bagwell, assistant professor of human services. Bagwell worked in the Aurora Fire Department for 20 years and was instrumental in implementing the University's fire courses.

MSU Denver will be listed on the U.S. Fire Administration website as an accredited school, which will elevate the University's profile and its courses on a national and international platform. As for students, NFA course certificates "I think would enhance their chances to be hired and enhance their chances to be promoted" by a fire department, Bagwell says. "Anything from the National Fire Academy is golden for those folks."

The courses are housed in the Department of Human Services. The initial course, Personnel Management for Fire and Emergency Services, was offered last fall. Two courses are offered this semester: Community Risk Reduction for Fire and Emergency Services, and Fire and Emergency Services Administration.

Incorporating both online and classroom learning, the University's FESHE courses are geared mostly for firefighters or emergency services personnel who are interested in career training or a bachelor's degree through the Individualized Degree Program, Parmelee says. However, the courses are also appropriate for any student interested in fire and emergency services studies.

The classroom sessions at MSU Denver are held one Saturday each month to give students time to rearrange their work schedules, if necessary. Parmelee said both the fire chiefs and the students value the face-to-face learning that only a classroom setting provides.

The fire courses are considered "omnibus" or trial courses developed to determine if there is enough demand to make them a permanent part of the curriculum. Currently, 16 students are enrolled.

“I would definitely hope that, if this program takes off, it would eventually become its own major,” Bagwell says.

Employee Campus Climate Survey

It’s been three years since all faculty and staff members were asked to participate in the *Great Colleges to Work For* campus climate survey to measure institutional performance and solicit ideas on how to make MSU Denver a better place to work.

In 2010, 275 institutions nationwide participated in the survey, with 97 recognized as Great Colleges to Work For. At MSU Denver, which garnered a 43 percent participation rate—18 percent over the norm, the survey revealed areas of concern, such as faculty and staff input, fairness, more inclusive communication processes and effective leadership. Those issues resulted in the University being ranked a Good College to Work For because the positives significantly outweighed the negatives.

The University responded to the 2010 survey results with a number of initiatives including establishing the Ombuds Office, developing a new performance evaluation instrument that uses a 360 evaluation and instituting supervisory training.

The results also served as a road map for the 2012-17 Strategic Plan: A Time of Transformation, particularly in two of the plan’s four themes: Institutional Culture and Institutional Resources.

The University is repeating the employee survey using the same questions so that the results can be compared against the important benchmarks set in 2010. Those benchmarks will help MSU Denver determine how much progress the University has made in addressing the issues identified three years ago and whether new issues have emerged.

The 2013 survey, which is completely confidential, is being conducted March 11-17 by the management consulting firm ModernThink.

Myron Anderson, associate to the president for diversity and chair of a task force overseeing the 2013 survey, said the purpose is to take employees’ pulse on issues such as professional development, leadership, diversity, institutional pride, communication and collaboration, job satisfaction and more.

In addition to the employee survey, a Student Experience Survey will be conducted and compared against the one held in 2011. Some 4,000 students will be selected at random to participate in this year’s version, which will run from April 8-14. More information on that effort will be issued later.

The goal of both questionnaires is to provide information to the leadership that will make MSU Denver even a better place, or should I say Great Place, to work and learn,” Anderson says.

MSU Denver’s Student-Veterans Orientation Subject of National Symposium Session

New students who are active military or veterans of the armed forces can have different questions about MSU Denver than their classmates who have not served: How do I tap into the GI Bill and other benefits? What career planning is available to me? Are there support services for veterans on campus?

Last spring and summer the University piloted a new student orientation tailored for veterans—a program that received national attention during the Veteran Symposium for Higher Education at the University of Louisville. It was the subject of a presentation by Braelin Pantel, associate dean of student engagement and wellness, and Denny Boyd, director of new student orientation.

All new MSU Denver students must attend an orientation where they receive information about academic requirements, financial aid, policies, resources and more. But veterans can opt for a daylong session designed to help them transition from the military culture to the University's culture. The program will be repeated on two dates in May and June prior to the 2013 fall semester.

The orientation started with a presentation of the colors by a high school ROTC students. Specialists were on hand to help the student-veterans with benefit applications. A video delivered the message that student veterans aren't alone—roughly 1,000 are enrolled at MSU Denver—and it's OK to ask for help.

Some of the presentations even included the use of familiar language. "When we talk about their academic career one of the phrases we use is 'you're on a mission to graduation,'" Boyd says.

The orientation was developed in response to a 2011 needs assessment for veterans. Among other things, they wanted to know about programs and services when they enter the University instead of later on in their tenure, Pantel says.

For example, career planning is not part of the standard student orientation. "But because we know our vets tend to be very career focused...and have had career experience though their military service, we wanted to include career-related information in the orientation program from the get-go," Pantel says.

The symposium was attended by approximately 200 college administrators who work with student-veterans. Pantel and Boyd wanted attendees to walk away with preliminary plans to improve their veterans' orientation program or to create one. So, they presented six strategies (know the students' needs; decide what you want them to learn; develop an engaging presentation, etc.) and asked their audience to write down ideas that could work on their campuses.

"We really wanted to set people up so they would use the information and gave them time in the session to write out some of their plans," Pantel says. Apparently, their approach worked.

"We had many people come up to us after the session and say, 'thank you so much,' she says.

Pilot Project on New Learning Management System

Twenty faculty members from all three schools will receive training beginning in March on a new Blackboard learning management system and test the updated LMS in classes this summer—a major step in the rollout of the learning environment next year.

That pilot project will be followed by another in the fall involving 40 to 50 faculty members in preparation for a University-wide launch of Blackboard Learn 9.1 in spring 2014, says Ben Zastrocky, Educational Technology Center director and co-chair of the Learning Management System Migration Task Force.

Those test runs are part of a much larger training component in connection with the changeover to Blackboard Learn 9.1, which will also require the migration of massive quantities of academic and other content into the new LMS.

Last fall, the University leadership approved the implementation of Blackboard Learn 9.1, endorsing the recommendation of the task force, which weighed the pros and cons of several learning management systems.

The University currently uses a version of Blackboard called Vista to deliver and support online and hybrid courses, as well as provide tools for face-to-face classes that use e-learning functions such as assessments, discussion forums and interactive multimedia components. However, Blackboard will no longer continue development of the Vista platform after this year, requiring adoption of a new system.

Many of the innovations in Blackboard Learn 9.1 were suggested by faculty and students in surveys and campus forums overseen by the task force. Blackboard Learn 9.1 includes the ability to access course content from mobile devices, integration with the MSU Denver email system, flexibility for faculty to set start and end dates for their classes, an improved grade center and enhanced data collection on student progress.

A 15-member advisory team is overseeing the rollout of the new system and three faculty members have been recruited to help with the migration of content, training, communication strategy and other tasks. They are Jeff Helton, assistant professor of health care management; Joice Gibson, a lecturer in the Department of Music, and Janos Fustos, professor of computer information systems.

The ETC will undertake the mass migration of content to the new system and will do as much of the heavy lifting as possible. That involves 500 online courses, three online degree programs and more than 2,000 classroom courses that use the LMS—a number that “continues to grow every semester,” Zastrocky says.

The ETC also must set up training for faculty members on how to use the new system and handle post-migration cleanup of course content. There will be online training available and open lab sessions every day of the week beginning in the fall so faculty members can work on their courses in the LMS. Student training also begins in earnest this fall.

University Hosts Public Interest Design Institute, Making MSU Denver a ‘National Player’

Communication Design Program Coordinator Lisa M. Abendroth is helping put MSU Denver on the map in the public interest design movement, a growing effort among people who design buildings, homes, tools, graphics and more to address a humanitarian, educational or socially relevant requirement in their projects.

Abendroth is a founding member of the SEED (Social Economic Environmental Design) Network, which outlines the process and principles of designing for marginalized communities using a triple bottom line approach. Her involvement and research through SEED has led to the University's selection as the host for a Public Interest Design Institute where top design practitioners will demonstrate how to implement the SEED methodology in a variety of disciplines.

The institute is intended as an intimate educational venue with roughly 65 attendees. The University is collaborating with the College of Architecture and Planning at the University of Colorado Denver, which broadens the audience beyond communication and industrial designers. In hosting the institute, MSU Denver joins Harvard, Yale and the University of Washington, among others, where SEED training has been offered.

“I couldn’t think of a better opportunity or more appropriate venue,” Abendroth says of MSU Denver’s host role. “This is important to the trajectory, the future of the disciplines of design, and for MSU Denver to be a part of that, to be a guiding spirit and a facilitator in that conversation...our involvement makes us a national player in this movement.”

Abendroth defines public interest design this way: “It is a practice that is pursued from the ground up through community engagement. Oftentimes traditionally underserved by design, community members, stakeholders and/or audience members are directly involved in the design process as participants and drive the imperative for a design solution.”

One example of public interest design is Abendroth’s 2011 fall semester course for communication design students that worked with the Colorado Center for the Blind in Littleton to create the “blind spot” campaign. The students designed business cards, postcards, posters and other elements to promote awareness about accessibility in businesses and public spaces.

Abendroth also notes that public interest design is consistent with the strategic themes and objectives of A Time of Transformation, the 2012-17 Strategic Plan.

“A lot of this ties into the strategic mission of the University—working locally, serving the underserved, giving voice to the community, creating a visible pathway for accessible and impactful design solutions,” she says.

Mayor Michael Hancock to Students: Think globally

Denver Mayor Michael Hancock thinks of the city he leads in global terms. And he recommends that MSU Denver students think of themselves in the same way.

Hancock sketched his views of Denver's place in the global economy and students' place in the global workforce during a casual question- and answer session in the current social issues class taught by Associate Professor of Sociology Sheldon Steinhauser.

Steinhauser often recruits guest speakers for this course. "What I like to do is not just rely on a textbook or on theories alone, though they do need to understand theories, so I bring people in who have practitioner experience in the real world, and that helps round out the learning experience," he said.

Denver's 45th mayor, standing in front of 14 students in West Classroom 237, engaged in a wide-ranging discussion that touched not only on globalization but on looming federal spending cuts, zoning, code enforcement, homelessness, growth, technology, water conservation and capitalism. He answered questions about gun control, mental health and his plan for an "aerotropolis," a concept that would make Denver International Airport an even stronger magnet for commercial expansion.

Hancock believes Denver is ready for the big leagues of global business. "What I'm trying to do is put Denver on the global stage," he said. "We're able to compete with the best of them: Beijing, Shanghai, Bombay; Incheon, South Korea; Nairobi, Kenya."

Denver's geographic location and airport make it a contender in the world market. "You can go anywhere in this world within 16 hours," he said. "If you take the premise that great cities are created through connectivity then you realize Denver connected to the rest of the world is going to elevate this city on a global scale."

So, what does all this mean for students?

In Hancock's view, U.S. students must prepare themselves to compete with their counterparts around the world. During a trip to Shanghai, he observed a 5th grade classroom where students could name all the U.S. presidents in correct order. The class was asked why they were learning such lessons, Hancock recalled. "Because we are the next United States of America," one student answered.

The point, Hancock said, is that "all of us are competing against the world."

"Recognize that when you send me your resume for a job, just as quickly as you send it to me a young person in Beijing can send it to me," Hancock told the students. "This is a global city. As we bring employers here, we want young people who are prepared to compete in a global workforce."

ROTC Program Ranked Among Best in the Country

MSU Denver's Reserve Officer Training Corps and two other Colorado Army ROTC programs have been honored by the Army as among the best in the country.

Sharing in the MacArthur Awards for the 2011-12 school year are the ROTC programs at MSU Denver, Colorado School of Mines and the University of Colorado Boulder. CU Boulder is listed as

one of eight schools to win the award because it is headquarters for its own ROTC company of cadets as well as those of MSU Denver and School of Mines.

The award recognizes eight schools, selected from among the 273 senior ROTC units nationwide. It is based on the achievement of the schools' officer commissioning mission, the cadet retention rate, cadets' performance and standing on the Cadet Command's National Order of Merit list, the Army says.

Lt. Col. Chris Thomas, senior assistant professor of military science, says the MSU Denver program, which has 49 cadets, contributed heavily to the award for the CU-Boulder headquarters.

He cited the University's high cadet retention rate, the diversity of the ROTC company and cadets' performance in a five-week Army Leader Development and Assessment Course (LDAC) last summer at Fort Lewis, Washington. Half the MSU Denver cadets in the LDAC course scored excellent compared to a national average of 17 percent with the top rating.

"I'd attribute our success to the great mix of prior-service combat vets and new cadets who are driven to succeed," Thomas says. "They are never satisfied with the status quo and are always striving to excel. It's a pleasure to be associated with such a great group of future officers."

Next up for the eight winning programs is an Army review this spring to pick the best of the best.

AGENDA ITEM:

Emeritus Status recommendation for Natalie Lutes, Vice President of Administration, Finance, and Facilities upon her retirement effective May 31, 2013.

BACKGROUND:

Pursuant to Chapter V § K.1, all administrative personnel who have completed ten years of full time service at the University shall be eligible at the time of their retirement for an emeritus title equivalent to their highest professional title. Personnel who participate in the transitional retirement program or who continue to work for the institution full time after retirement are considered to be employees at the University and therefore are not yet eligible for emeritus status.

The awarding of the emeritus status may be initiated by any member of the administrative unit in which the individual is employed. The nomination shall be substantiated in terms of length of service, excellence of performance, and other contributions to the University. The nomination shall be endorsed by the members of the administrative unit and by the respective senior administrator, who then will forward the recommendation to the appropriate vice president, and on to the president.

The above requirements have been satisfied. Natalie Lutes has been associated with the University in various capacities for over 35 years. During her tenure as Vice President, Ms. Lutes was instrumental in the University's expansion with the addition of the Student Success Building and the Hospitality Learning center (HLC). Under her guidance, the University created the Five Year Financial Plan, the initiation of the new and used athletic fields and many other initiatives.

RECOMMENDATION:

It is recommended by the President of Metropolitan State University of Denver that the Board of Trustees approve emeritus status for Natalie Lutes in recognition of her tenure, dedication and contribution to MSU Denver.

AGENDA ITEM: Appointment of Jon Robinson to the Board of Directors HLC@Metro, Inc.

BACKGROUND:

On August 19, 2010, the Board of Trustees established a special purpose corporation called HLC@Metro, Inc. to own and operate the Hotel/Hospitality Learning Center. The Board of Trustees approves the appointment of the HLC@Metro, Inc. nine-member board. The bylaws of the corporation indicate the board has representation from the Board of Trustees, the University, the Metropolitan State University of Denver Foundation, Inc. Board and industry experts.

The initial board member representing the MSU Denver Foundation has recently resigned. Therefore, it is recommended that Jon Robinson be added to the Board of Directors, representing the Foundation. Jon Robinson is the CEO and Chief Lending Officer with UMB Bank. Jon is a graduate of Metropolitan State University of Denver, holding a bachelor's degree in Accounting. He is also an immediate past board member of Metro State Alumni Association.

AUTHORITY:

Pursuant to §3.02 of the HLC@Metro, Inc. Bylaws, the Board is required to review and approve appointments to the HLC@Metro, Inc. Board of Directors.

RECOMMENDATION:

Appointment of Jon Robinson to the Board of Directors of HLC@Metro, Inc. is recommended.

AGENDA ITEM: The President and Provost/Vice President of Academic Affairs recommends approval of the following items: Emeritus Status, Tenure, and Sabbatical Leave

BACKGROUND: The processes for the conferring of emeritus status, the granting of tenure, and for sabbatical leaves have been concluded, and we therefore submit the following recommendations for approval, pursuant to §3.3 of the Trustees Policy Manual.

RECOMMENDATION: It is recommended by Metropolitan State University of Denver that the Board of Trustees approve the following appointments.

RECOMMENDATIONS FOR TENURE (31)

Dr. Shamim Ahsan	Earth & Atmospheric Science
Dr. Angelica Bahl	Marketing
Dr. Antonio C. Bellisario	Earth & Atmospheric Science
Dr. Susan L. Bertelsen	Human Performance & Sport
Dr. Haiyun Bian	Math & Computer Sciences
Mr. Gregory T. Clifton	Accounting
Dr. Christine Cooper	Communication Arts & Sciences
Dr. Rachael Delaney	Art
Dr. Andrew Evans Jr.	Earth & Atmospheric Science
Dr. Biswadip Ghosh	Computer Information Systems
Dr. Christina Peters Huber	Economics
Dr. Christopher T. Jennings	Journalism and Technical Communication
Dr. Elizabeth Kleinfeld	English
Mr. Alex Komodore	Music
Mr. John J. "Jackson" Lamb	Hospitality, Tourism & Events
Dr. Jeffrey M. London	Criminal Justice & Criminology
Dr. Matthew S. Makley	History
Dr. Joanne Odden	Biology
Ms. Marina Pereira-Badwan	Social Work
Dr. Robert R. Preuhs	Political Science
Dr. Carol Quinn	Philosophy
Dr. Ella Maria Ray	African/African American Studies
Dr. James D. Reid	Philosophy
Dr. Jessica Rossi-Katz	Communication Arts & Sciences
Dr. Sheila M. Rucki	Political Science
Dr. Carmen H. Sanjurjo	Elementary, Secondary, Linguistically Diverse & K-12 Education
Dr. Benjamin Thompson	Human Performance & Sport
Dr. Pamela L. Troyer	English
Dr. Wendolyn A. Weber	English

Dr. Adriann C. Wycoff Chicana/o Studies
Dr. Runing Zhang Engineering Technology

RECOMMENDATIONS FOR TENURE AND PROMOTION TO ASSOCIATE PROFESSOR (30)

Dr. Shamim Ahsan	Earth & Atmospheric Science
Dr. Angelica Bahl	Marketing
Dr. Antonio C. Bellisario	Earth & Atmospheric Science
Dr. Susan L. Bertelsen	Human Performance & Sport
Dr. Haiyun Bian	Math & Computer Sciences
Mr. Gregory T. Clifton	Accounting
Dr. Christine Cooper	Communication Arts & Sciences
Dr. Rachael Delaney	Art
Dr. Andrew Evans Jr.	Earth & Atmospheric Science
Dr. Biswadip Ghosh	Computer Information Systems
Dr. Christina Peters Huber	Economics
Dr. Christopher T. Jennings	Journalism and Technical Communication
Dr. Elizabeth Kleinfeld	English
Mr. Alex Komodore	Music
Mr. John J. "Jackson" Lamb	Hospitality, Tourism & Events
Dr. Jeffrey M. London	Criminal Justice & Criminology
Dr. Matthew S. Makley	History
Dr. Joanne Odden	Biology
Ms. Marina Pereira-Badwan	Social Work
Dr. Robert R. Preuhs	Political Science
Dr. Carol Quinn	Philosophy
Dr. James D. Reid	Philosophy
Dr. Jessica Rossi-Katz	Communication Arts & Sciences
Dr. Sheila M. Rucki	Political Science
Dr. Carmen H. Sanjurjo	Elementary, Secondary, Linguistically Diverse & K-12 Education
Dr. Benjamin Thompson	Human Performance & Sport
Dr. Pamela L. Troyer	English
Dr. Wendolyn A. Weber	English
Dr. Adriann C. Wycoff	Chicana/o Studies
Dr. Runing Zhang	Engineering Technology

RECOMMENDATIONS FOR TENURE AND PROMOTION TO FULL PROFESSOR (2)

Dr. Ramon Del Castillo, Chicano Studies
Dr. Gloria Eastman, English

RECOMMENDATION FOR 7th YEAR TERMINAL CONTRACT

Dr. Kathryn D. Malpass Human Performance & Sport

RECOMMENDATIONS FOR EMERITUS STATUS (4)

Dr. John Dienhart	Professor Emeritus—Hospitality, Tourism & Events Management
Dr. Karen Krupar	Professor Emeritus—Communication Arts & Sciences
Dr. Dorothy Snozek	Professor Emeritus—Reading
Ms. Natalie Lutes	Administrative Emeritus – Vice President of Administration, Finance and Facilities

RECOMMENDATIONS FOR SABBATICAL LEAVE (16)

Dr. James Aubrey	English	Fall 2013
Dr. Donald Chang	Marketing	Fall 2013
Dr. Allison Cotton	Criminal Justice & Criminology	Fall 2013
Dr. Rick Crosser	Accounting	AY 1314
Dr. Elizabeth Frederick	Management	Fall 2013
Dr. David Gilmore	Mathematical & Computer Science	Fall 2013
Dr. Marina Gorlach	English	Spring 2014
Dr. Monys Hagen	History	Fall 2013
Dr. Carol Jensen	Health Professions	Fall 2013
Dr. David Kish	Music	Fall 2013
Dr. Doug Laufer	Accounting	AY 1314
Dr. Jeff Lewis	Marketing	Fall 2013
Dr. Patricia McKenna	Mathematical & Computer Science	Spring 2014
Dr. Maria Rey-Lopez	Modern Languages	Spring 2014
Dr. Arlene Sgoutas	Women's Studies	AY 1314
Dr. Richard Wagner	Earth & Atmospheric Science	Fall 2013

AGENDA ITEM: **New minors and concentrations in Letters, Arts and Sciences -
Statistics Minor**

BACKGROUND:

The Department of Mathematics and Computer Sciences, housed within the School of Letters, Arts, and Sciences, presents the Statistics Minor to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. This program has been approved by the School of Letters, Arts and Sciences Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

The Department of Mathematics and Computer Sciences offers a wide range of coursework within the existing Probability and Statistics concentration within the Mathematics major. The goal of the Statistics Minor is to provide an opportunity to students other than Mathematics majors to benefit from these course offerings. Potential benefits to students include preparation for graduate study and increased employment and/or advancement potential.

The Statistics Minor, comprised of between 18 and 20 credit hours depending on coursework selected and described below, includes existing courses taught by existing faculty.

Prerequisites:

MTH 1410 – Calculus I
MTH 2410 – Calculus II

Required Courses:

MTH 3210 – Probability and Statistics
MTH 3220 – Design of Experiments
MTH 2140 – Computational Matrix Algebra
MTH 4230 – Regression and Computation Statistics

Electives (select one from the following):

MTH 4210 – Probability Theory
MTH 3510 – SAS Programming
CS 1050 – Computer Science I
CSS 1247 – Introduction to Programming: Visual Basic
CSS 1510 – Computer Programming: Fortran

RECOMMENDATION:

Staff recommends approval of the Statistics Minor.

AGENDA ITEM: **New minors and concentrations in Letters, Arts and Sciences -
Bachelor of Music - Jazz and American Improvised Music
Performance concentration**

BACKGROUND:

The Music department proposes a Jazz and American Improvised Music Performance concentration in the Bachelor of Music to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. This concentration has been approved by the School of Letters, Arts and Sciences Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

Many of the Music department faculty are experienced, well-regarded jazz musicians, including internationally renowned Ron Miles. Course offerings have expanded in recent years to include jazz guitar, jazz bass, jazz drumset and jazz piano, so creation of a concentration is a natural extension of this additional coursework. This 83 credit hour concentration includes the following coursework:

Core Requirements:

- MUS 0020 – Recital Attendance
- MUS 1110 – Music Theory I
- MUS 1120 – Music Theory Lab I
- MUS 1130 – Music Theory II
- MUS 1140 – Music Theory Lab II
- MUS 161B – Class Piano I
- MUS 162B – Class Piano II
- MUS 1210 – Introduction to Musical Styles and Research
- MUS 1710 – Private Instruction I
- MUS 1720 – Private Instruction II
- MUS 2110 – Music Theory III
- MUS 2120 – Music Theory Lab III
- MUS 2130 – Music Theory IV
- MUS 2140 – Music Theory Lab IV
- MUS 3050 – World Music
- MUS 3210 – Music History I
- MUS 3220 – Music History II

Concentration Requirements:

- MUS 0020 – Recital Attendance
- MUS 1650 – Basic Music Technology
- MUS 2150 – Jazz Theory
- MUS 2450 – Jazz Improvisation I
- MUS 2451 – Jazz Improvisation II
- MUS 2630 – Jazz Piano

MUS 2730 – Performance III
MUS 2740 – Performance IV
MUS 3020 – Jazz Styles
MUS 3030 – Traditional American Improvised Styles
MUS 3160 – Jazz Composition and Arranging
MUS 3510 – Basic Conducting
MUS 3730 – Performance V
MUS 3740 – Performance VI
MUS 4730 – Performance VII
MUS 4740 – Senior Recital Performance
MUS 4800 – Repertoire Seminar

Secondary Performance Area (select 2 credit hours):

MUS 161K – Class Guitar I
MUS 162K – Class Guitar II
MUS 1710 – Private Instruction I

Ensembles (12 credit hours):

MUS 3810 - Ensemble

RECOMMENDATION:

Staff recommends approval of the Jazz and American Improvised Music Performance concentration in the Bachelor of Music.

AGENDA ITEM: **New minors and concentrations in Letters, Arts and Sciences -
Bachelor of Arts in Speech Communication, Broadcasting
concentration**

BACKGROUND:

The Communication Arts and Sciences department proposes a Broadcasting concentration in the Bachelor of Arts in Speech Communication to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. This concentration has been approved by the School of Letters, Arts and Sciences Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

In response to industry changes nationally and in particular in the Denver area, the faculty in Communication Arts and Sciences have modified the Speech Communication degree program by developing an integrated Broadcasting Concentration. Previously, three concentrations existed within this degree program (Broadcast Journalism, Broadcast Production, and Broadcast Performance) but the faculty believe student interest is better served by the more flexible, integrated concentration. This 42 credit hour concentration includes the following coursework:

Speech Communication Core:

- SPE 1301- Communication Inquiry
- SPE 2301 - Communication Theory
- SPE 3301 - Rhetorical Foundations of Communication
- SPE 4301 - Communication Ethics

Broadcasting Concentration Core

- SPE 2400 - Electronic Media and Society
- SPE 3400 - Media Industries
- SPE 3410 - Writing for Broadcast Media
- SPE 3440 - TV Production
- Or
- SPE 3480 - Radio Production
- SPE 3445 - Producing Multi-Platform Content
- Or
- SPE 4470 - TV Criticism Production and Content
- SPE 4120 - Freedom of Speech

Electives (12 credit hours):

- SPE 3430 - Performance for Broadcasting
- SPE 3460 - Audio Production
- SPE 3470 - Process and Effects of Electronic Media
- SPE 3480 - Radio Production
- SPE 3490 - Cinema as Communication
- SPE 3983 - Internship
- SPE 4100 - Techniques of Persuasion
- SPE 4200 - Gender in Popular Culture
- SPE 4310 - Trends in Communication Studies: Variable Topics

SPE 4410 - The Denver Media Roadshow
SPE4420 - On-Air Broadcasting
SPE4430 - Electronic Media Management
SPE4440 - Advanced Television Production
SPE 4450 - Writing for Broadcast Journalism
SPE 4470 - TV Criticism Production and Content
SPE4480 - Advanced Radio Production

RECOMMENDATION:

Staff recommends approval of the Broadcasting concentration in the Bachelor of Arts in Speech Communication.

AGENDA ITEM: **New minors and concentrations in Professional Studies - Water Studies Minor**

BACKGROUND:

The One World One Water Center, housed within the School of Professional Studies, presents the Water Studies Minor to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. This program has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

Following the pilot of an individualized degree program minor, the One World One Water Center worked with faculty in a number of departments to develop the Water Studies Minor. The Water Studies Minor is an interdisciplinary field of study that provides a holistic, highly interactive program for students. The curriculum is designed to facilitate water studies education to students from a wide range of related programs.

The 18 credit hour minor includes the following coursework:

Required Courses:

GEG 1900 - Water Essentials

OR

ENV 3400 - Water Resources

MGT 2200 - Introduction to Water Law & Administration: Colorado and the West

SPE 3200 - Water Wars: Applied Leadership Communication

XX 3980- Approved Internship*

Elective Courses:

A minimum of 6 additional credit hours of approved electives is required.*

* Internship course and Elective courses will be selected in consultation with an advisor in the One World One Water Center.

RECOMMENDATION:

Staff recommends approval of the Water Studies Minor.

AGENDA ITEM: **New minors and concentrations in Professional Studies - Convergent Journalism Minor**

BACKGROUND:

The Department of Journalism and Technical Communication, housed within the School of Professional Studies, presents the Convergent Journalism Minor to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. This minor has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

In response to industry demand and student need, the faculty in the Journalism program developed the Convergent Journalism Minor to capitalize on their existing strengths in news and photojournalism. The 23 credit hour minor consists of the following courses:

- JRN 1010 – Introduction to Journalism and Mass Media
- JRN 1100 – Journalism Fundamentals
- JRN 2000 – Journalism Techniques & Tactics
- JRN 2100 – Reporting
- JRN 2600 – Introduction to Photojournalism
- JRN 2700 – Fundamentals of Public Relations
- JRN 3970 – Publication Practicum
- JRN 4500 – Ethical and Legal Issues in Journalism

RECOMMENDATION:

Staff recommends approval of the Convergent Journalism Minor.

AGENDA ITEM: **New minors and concentrations in Professional Studies - Bachelor of Science in Technical Communication - Mobile and Social Media concentration**

BACKGROUND:

The Journalism and Technical Communication department proposes a Mobile and Social Media concentration in the Bachelor of Science in Technical Communication to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. This concentration has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

This concentration prepares students for a career in the design and development of mobile and social media communication within professional communities and networks. Social media environments are strategically designed to foster communication and sustain community engagement for problem-solving, idea generation, professional development, and other corporate communication contexts.

The 42 credit-hour concentration includes the following coursework:

Technical Communication Core:

COM 1450 – Literacy and Communication Technologies
COM 2720 – Introduction to Communication Concepts and Systems
COM 3780 – Communication Law
COM 4410 – Budgeting and Planning for Video Production
-OR-
COM 4790 – Senior Seminar in Technical Communications

Required Concentration Courses:

COM 2430 – Introduction to Media Production
COM 2610 – Introduction to Technical Writing
COM 3470 – Writing for Interactive Media
COM 3540 – Mobile and Social Media Communication
COM 3590 – Streaming Media Technologies
COM 3625 – Usability Testing

Concentration Electives (select 12 credit hours from this list):

COM 2400 – Basic Video Editing
COM 2420 – Basic Single Camera Video Production
COM 2450 – Basic Interactive Media Production
COM 2460 – Media Graphic Production
COM 3310 – International Technical Communications

COM 3330 – Technical Writing for Translation
COM 3420 – Intermediate Single Camera Video Production
COM 3440 – Scriptwriting for Video
COM 3450 – Intermediate Interactive Media Production
COM 3570 – Training with Technology
COM 3620 – Technical Editing
COM 3630 – Designing Technical Publications
COM 3640 – Writing Software Documentation
COM 4760 – Advanced Internship in Technical Communication

RECOMMENDATION:

Staff recommends approval of Mobile and Social Media concentration in the Bachelor of Science in Technical Communication.

AGENDA ITEM: **New minors and concentrations in Professional Studies - Bachelor of Arts in Journalism - Convergent Journalism concentration**

BACKGROUND:

The Department of Journalism and Technical Communication, housed within the School of Professional Studies, proposes the Convergent Journalism concentration in the Bachelor of Arts in Journalism. This program is presented to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. This concentration has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

In response to industry demand and student need, the faculty in the Journalism program developed the Convergent Journalism concentration to capitalize on their existing strengths in news and photojournalism. The 38 credit hour concentration consists of the following courses:

Journalism Core:

- JRN 1010 – Introduction to Journalism and Mass Media
- JRN 1100 – Journalism Fundamentals
- JRN 2000 – Journalism Techniques & Tactics
- JRN 2100 – Reporting
- JRN 2210 – Beginning Layout and Design
- JRN 4500 – Ethical and Legal Issues in Journalism

Convergent Journalism Required Courses:

- JRN 2600 – Introduction to Photojournalism
- JRN 2700 – Fundamentals of Public Relations
- JRN 3300 – Multimedia Journalism I
- JRN 3980 – Internship: Journalism
- JRN 4300 – Multimedia Journalism II

Elective Courses (select 6 credit hours)

- COM 2400 – Basic Nonlinear Video Editing
- COM 2430 – Introduction to Media Production
- COM 2450 – Basic Multimedia Production
- COM 3450 – Intermediate Media Production
- COM 3470 – Writing for Interactive Media
- JRN 3110 – Public Affairs Reporting
- JRN 3200 – News Editing
- JRN 3400 – Short-Form Feature Articles
- JRN 3500 – Topics in Journalism: Variable Topics
- JRN 3510 – Portfolio Presentation
- JRN 3600 – Photojournalism I
- JRN 3610 – Photo Editing I
- JRN 3620 – Photo Editing II
- JRN 3910 – Magazine Design
- JRN 3920 – Magazine Editing
- JRN 3970 – Publication Practicum

JRN 4000 – News Media Leadership
JRN 4100 – Investigative Reporting
JRN 4210 – Advanced Layout and Design
JRN 4400 – Long-Form Feature Articles
JRN 4450 – Magazine Production
JRN 4600 – Photojournalism II
JRN 4890 – Social Documentary

RECOMMENDATION:

Staff recommends approval of the Bachelor of Arts in Journalism, Convergent Journalism concentration.

AGENDA ITEM: Proposed Bachelor of Science in Biochemistry degree program

BACKGROUND:

In spring 2012, a Phase One New Degree Proposal document was approved by the Graduate Council and the Academic and Student Affairs Senior Leadership Team. The purpose of this document is for academic programs wishing to offer a new degree program to provide information regarding demand for the program, necessary resources and potential for duplication. This information is reviewed to determine whether or not the proposed degree program should move to phase two which is full curriculum review. The Graduate Council reviews and approves proposed graduate programs and the Academic and Student Affairs Senior Leadership team reviews and approves proposed undergraduate programs. Both graduate and undergraduate programs are brought to the Board of Trustees for preliminary approval during Phase One.

ANALYSIS:

The Chemistry department proposes a Bachelor of Science in Biochemistry. This proposed degree will better serve students who are presently pursuing either a double major in Biology and Chemistry or a Biology major and Chemistry minor. The proposed degree will prepare students for both the work place and for graduate school. The careers that it prepares students for include pharmaceuticals, biomedical science and research in biochemistry, biotechnology, bioengineering, biophysics and chemical biology. There are 600 bioscience companies in Colorado and currently 20,000 people are employed directly in the bioscience industry. Including growth in other biochemistry-related occupations accessible with a bachelor's, including medical laboratory technicians, health technicians, and medical laboratory technologists, the Colorado Department of Labor and Employment predicts over 12,000 additional jobs in these biochemical fields over the next decade [Colorado LMI]. The median salary for chemists with Bachelor's degrees is \$68,000 in the Rocky Mountain region.

Letters of support for this proposal were received from the Departments of Biology and Mathematics and Computer Science. Enrollment projections are modest in the first two years with the predominant enrollment increases occurring in years three through five as new students learn about the program. As such, resource needs are also modest since much of the coursework already exists. The Chemistry department already has a biochemistry laboratory with capacity for extra class sections.

The Academic and Student Affairs Senior Leadership team has reviewed and approved this Phase One proposal for a Biochemistry degree. The next step would be preparation and submission of a substantive curriculum proposal.

RECOMMENDATION:

Staff recommends approval of the proposed Biochemistry degree proposal.

AGENDA ITEM: Archiving of programs - Gerontology Minor

BACKGROUND:

The Gerontology Minor has been facilitated by the Healthcare Management program, one of the degree programs in the Health Professions department which is housed within the School of Professional Studies. The program and department propose the archiving of the Parent Education Minor to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. Archiving of this minor has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

In the past five years, ten or fewer students each year have completed this minor. The faculty have communicated with students presently pursuing this minor and with faculty in departments and programs where related coursework is still offered. These include Nutrition, Recreation Professions, Integrative Therapeutic Practices, Sociology, Psychology, and Social Work. Each of these programs supports the decision to archive this minor. Students will continue to be advised by Healthcare Management faculty for approximately another two years through their completion of the minor. No courses are being archived at this time.

RECOMMENDATION:

Staff recommends approval of archiving the Gerontology Minor.

AGENDA ITEM: Archiving of programs - Journalism Minor

BACKGROUND:

The Journalism and Technical Communication department proposes archiving of the Journalism Minor. This request is made to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. Archiving of this minor has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

As part of its comprehensive streamlining of the Journalism degree program, the faculty have determined that the Journalism Minor is no longer responsive to industry demand and student interest. This minor was designed specifically for news writers at newspapers, thus is much less relevant in the 21st century than it was previously. The proposed Convergent Journalism Minor provides an integrated approach to the multiple platform dissemination of journalism that occurs today.

RECOMMENDATION:

Staff recommends approval of archiving the Journalism Minor.

AGENDA ITEM: **Archiving of programs - Photojournalism Minor**

BACKGROUND:

The Journalism and Technical Communication department proposes archiving of the Photojournalism Minor. This request is made to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. Archiving of this minor has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

As part of its comprehensive streamlining of the Journalism degree program, the faculty have determined that the Photojournalism Minor is no longer responsive to industry demand and student interest. This minor was designed specifically for still image news photography, thus is much less relevant in the 21st century than it was previously. The proposed Convergent Journalism Minor provides an integrated approach to the multiple platform dissemination of journalism that occurs today.

RECOMMENDATION:

Staff recommends approval of archiving the Photojournalism Minor.

AGENDA ITEM: Archiving of programs - Parent Education Minor

BACKGROUND:

The Parent Education Minor has been facilitated by the Human Services department, housed within the School of Professional Studies, the Teacher Education program, also housed in the School of Professional Studies, and the Psychology department, housed in the School of Letters, Arts, and Sciences. These three departments request approval of the archiving of the Parent Education Minor by the Board of Trustees per Section 5.3 of the Trustees Policy Manual. Archiving of this minor has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

In the past five years, only five students have completed this minor, the last being in 2010. No students have expressed interest in this minor in the last two years. No courses are being archived at this time. If students are interested in pursuing a minor in parent education or a related field, an Individualized Degree Program (IDP) minor is available to serve their interests.

RECOMMENDATION:

Staff recommends approval of archiving the Parent Education Minor.

AGENDA ITEM: **Archiving of programs - Technical Writing and Editing Certificate**

BACKGROUND:

The Journalism and Technical Communication department proposes archiving of the Technical Writing and Editing Certificate to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. Archiving of this certificate has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

In the last two years, the federal government has increased the documentation and reporting requirements for certificate programs, and a small number of students have completed the Technical Writing and Editing Certificate. Therefore, the faculty in the Journalism and Technical Communication department determined that the certificate was not providing added value to students' academic experience.

RECOMMENDATION:

Staff recommends approval of archiving the Technical Writing and Editing Certificate.

AGENDA ITEM: **Archiving of programs - Bachelor of Science in Technical Communication - Corporate Communication and Training concentration**

BACKGROUND:

The Journalism and Technical Communication department proposes archiving of the Corporate Communication and Training concentration in the Bachelor of Science in Technical Communication. This request is made to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. Archiving of this concentration has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

Three courses that were part of the Corporate Communication and Training concentration were archived in spring 2012. Fewer than ten students have completed this concentration in the last five years. Students who are presently pursuing this concentration with a catalog year prior to 2013 will be allowed to complete it or encouraged to select a different concentration to which their existing coursework will apply.

RECOMMENDATION:

Staff recommends approval of archiving the Corporate Communication and Training concentration in the Bachelor of Science in Technical Communication.

AGENDA ITEM: **Archiving of programs - Bachelor of Arts in Journalism -
News/Editorial and Photojournalism concentrations**

BACKGROUND:

The Journalism and Technical Communication department proposes archiving of the News/Editorial and Photojournalism concentrations in the Bachelor of Arts in Journalism. This request is made to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. Archiving of these concentrations has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

As part of its comprehensive streamlining of the Journalism degree program, the faculty have determined that the News/Editorial and Photojournalism concentrations were no longer responsive to industry demand and student interest. The News/Editorial concentration was designed specifically for news writers and newspapers and the Photojournalism concentration was designed for still image news photography, both of which are much less relevant in the 21st century than they were previously.

RECOMMENDATION:

Staff recommends approval of archiving the News/Editorial and Photojournalism concentrations in the Bachelor of Arts in Journalism.

AGENDA ITEM: **Archiving of programs - Bachelor of Arts in Speech Communication - Broadcast Journalism, Broadcast Production, and Broadcast Performance concentrations**

BACKGROUND:

The Communication Arts and Sciences department proposes archiving of the Broadcast Journalism, Broadcast Production, and Broadcast Performance concentrations in the Bachelor of Arts in Speech Communication. This request is made to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. Archiving of these concentrations has been approved by the School of Letters, Arts, and Sciences Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

In response to industry changes, the Communication Arts and Sciences faculty have modified the Broadcasting program by integrating the three previous concentrations into a single Broadcasting concentration. The purpose of this modification is to provide students with a more contemporary and comprehensive educational experience that will prepare them for fulfilling and successful careers.

RECOMMENDATION:

Staff recommends approval of archiving the Broadcast Journalism, Broadcast Production, and Broadcast Performance concentrations in the Bachelor of Arts in Speech Communication.

AGENDA ITEM: **Archiving of programs - Bachelor of Science in Aviation Technology - Aerospace Operations concentration - Space Commercialization emphasis**

BACKGROUND:

The Aviation and Aerospace Science department proposes archiving of the Space Commercialization emphasis within the Aerospace Operations concentration in the Bachelor of Science in Aviation Management. This request is made to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. Archiving of this emphasis has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

As part of its comprehensive streamlining of the Aviation Technology degree program, the department of Aviation and Aerospace Science has incorporated course requirements related to space commercialization into the newly renamed Aviation and Aerospace Operations concentration. The result of this change is that the Space Commercialization emphasis is no longer needed as a separate option for students.

RECOMMENDATION:

Staff recommends approval of archiving the Space Commercialization emphasis within the Aerospace Operations concentration in the Bachelor of Science in Aviation Technology.

AGENDA ITEM: **Archiving of programs - Bachelor of Science in Aviation Management
– Aerospace Management concentration - Space Commercialization
emphasis**

BACKGROUND:

The Aviation and Aerospace Science department proposes archiving of the Space Commercialization emphasis within the Aerospace Management concentration in the Bachelor of Science in Aviation Management. This request is made to the Board of Trustees for approval per Section 5.3 of the Trustees Policy Manual. Archiving of this emphasis has been approved by the School of Professional Studies Curriculum Committee, the Faculty Senate Curriculum Committee, and the Faculty Senate.

ANALYSIS:

As part of its comprehensive streamlining of the Aviation Management degree program, the department of Aviation and Aerospace Science has incorporated course requirements related to space commercialization into the newly renamed Aviation and Aerospace Management concentration. The result of this change is that the Space Commercialization emphasis is no longer needed as a separate option for students.

RECOMMENDATION:

Staff recommends approval of archiving the Space Commercialization emphasis within the Aerospace Management concentration in the Bachelor of Science in Aviation Management.

AGENDA ITEM: Fiscal Year 2012-13 Budget Update

BACKGROUND:

Attached for your review is the revised Fiscal Year 2012-13 Operating Budget for MSU Denver Appropriated and Auxiliary Funds. These estimated figures are continuously reviewed.

Fiscal Year 2012-13 Enrollment status:

Using Spring 2013 census information, total Resident student FTE decreased by 516.8, which represents 3.08% and Non-Resident student FTE increased by 133.17 which represents 24.2%. From the total non-resident student FTE, 137 are Colorado High School/GED.

ANALYSIS:

Operating – General Fund

The Revised FY2012-13 Operating Budget for MSU Denver has been developed to account for changes in the budget estimates. Additional revenue base adjustments may be made once final spring and summer census enrollment figures are available. Upon approval by the Board of Trustees of the March revenue estimates, these figures are used for building Fiscal year 2013-14 estimated base operating budgets. The budgetary changes include:

The original total budget has been adjusted by \$2.5 million to account for the decreased revenue, which is the net result of the lower enrollment, a one-time JBC supplement of \$487,188, and a minor net increase in Indirect Cost Recovery (ICR) of \$27,891. This total decrease is a net effect of lower enrollment, lower estimated application fees, late registration fee and interest revenue and higher estimates for service charges on installment plans, program fees, and ICRs. The total enrollment shortfall is covered by the reserve fund set aside in recent years for possible state reductions or enrollment shortfall. The one-time additional state supplement of \$487,188 has been designated for Aviation equipment.

The University is currently projecting total state appropriated base revenues of \$133,613,264 for FY 2012-13 excluding the scholarship allowance. This amount includes \$91,449,395 from Tuition and Fees, \$29,046,994 from College Opportunity Fund (COF), \$8,422,199 from Fee for Service (FFS), and \$4,694,676 Other Than Tuition revenue. The University has requested and expects to receive a transfer of spending authority between COF and FFS for the amount of \$2,173,106 depending on approval of JBC.

Operating – Auxiliary Funds

Auxiliary revenue and expense budgets were reviewed in late February and early March with the departments. Auxiliary revenue is projected to be \$25,701,132, which represents a decrease of \$530,947 from the November budget estimate provided to the board and a total decrease of \$1,270,874 from initial projections. This is the net result of the following:

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- Reduced revenue in Student Affairs, Athletics, Extended campus, and Admin Recharge are all the result of the enrollment decrease.
- Overall decrease of \$595,978 in Health Center revenue, is caused by a combination of several factors:
 - Decrease in the anticipated miscellaneous revenue for the Health Center is mainly due to less revenue from their drug outlet and has been directly impacted by the fact that many of the primary medications dispensed to patients seen at the Health Center are now available at the large "box stores/pharmacies" such as WalMart, Walgreens, Target, Costco, Sam's Club, Rite Aide, etc. for only \$4.00. In fact, the Health Center has stopped carrying many common medications that are on the \$4.00 lists since we simply cannot sell ours for that low of a price.
 - Less health services fee revenue cause by reduced enrollment, and the adjustment of the initial estimate to reflect the change in policies and procedures within the Health Center.
 - Continue to work on tri-institutional agreements to assure all institutions pay their share of health services accurately.
 - Higher initial projections were based on assumptions from the previous fiscal year information.
 - The Health Center can cover this reduction from their prior fund balance. The FY 2013-14 budget estimates takes these factors into consideration.

Operating – Auxiliary Master Programs

In general, Master programs are anticipated to have total revenue of \$2,142,435, which is \$814,148, or 61% higher than last fiscal year. Master Programs' revenue is expected to have a total increase of \$126,065 compared to the November estimates presented to the Board and represents a total decrease from initial projections of \$22,584. This is the net result of the following:

- Masters of Professional Accountancy: FTE enrollment is lower than initially estimated. The program has seen around a 26% FTE enrollment growth but they anticipated a 55% increase. For Spring 2013, we have 82 students for 16 FTES.
- Masters of Art in Teaching: The program estimated flat FTE enrollment but they have seen an increase of approximately 64% from FY12. For Spring 2013, we have 160 students for 55.13 FTES.
- Master of Social Work: FTE enrollment has increased by approximately 40% from FY12. However, there will be a decrease from the initial tuition estimate. This is due to the tuition window over 12 credit hours. All of the full-time students in this program are required to take 15 credit hours. For Spring 2013, we have 145 students for 56.9 FTES.

The favorable program operations in FY13 are further supported by the fact that each of the three master programs are projected to end FY13 with positive fund balances.

Below is a table providing the estimated changes:

Metropolitan State University of Denver
FY13 Auxiliary Revised Budget
As of March 13, 2013

Summary of Auxiliary Estimated Revenue Adjustments	November Est.	March Est.	Total Adjustment
1 Tuition and Fee Increase (Decrease)			
2 Student Affairs	(90,829)	(7,989)	(98,818)
3 Athletics	(35,536)	(2,633)	(38,169)
4 Masters Programs	(130,705)	115,008	(15,697)
5 Extended Campus	(412,098)	(11,500)	(423,598)
6 Accelerated Nursing	155,340	-	155,340
7 Health Center	(11,932)	(10,924)	(22,856)
8 Bond Fee	(17,054)	-	(17,054)
9 Other	10,460	(5,000)	5,460
10 Subtotal	(532,354)	76,963	(455,391)
11			
12 Sales & Services of Educational Increase (Decrease)			
13 Student Affairs	3,290	47	3,337
14 Athletics	-	3,831	3,831
15 Extended Campus	(13,239)	(55,482)	(68,721)
16 Other	-	-	-
17 Subtotal	(9,949)	(51,604)	(61,553)
18			
19 Sales & Service of Auxiliary Enterprise Increase (Decrease)			
20 Student Affairs	(3,231)	1,394	(1,837)
21 Athletics	-	11,107	11,107
22 Health Center	(148,275)	(382,369)	(530,644)
23 Other	(18,316)	3,463	(14,853)
24 Subtotal	(169,822)	(366,405)	(536,227)
25			
26 Other Revenue Increase (Decrease)			
27 Student Affairs	6,513	(23,930)	(17,417)
28 Masters Programs	-	(6,887)	(6,887)
29 Extended Campus	(2,899)	(22,068)	(24,967)
30 Accelerated Nursing	-	(1,571)	(1,571)
31 Health Center	122,087	(164,565)	(42,478)
32 Other	(18,759)	286	(18,473)
33 Admin Recharge	(134,744)	28,834	(105,910)
34 Subtotal	(27,802)	(189,900)	(217,702)
35			
36 Total Fall Estimated Adjustments	(739,927)	(530,947)	(1,270,874)

AUTHORITY: Pursuant to §4.1 of the Trustees Policy Manual, the Board is required to review and approve fiscal year budgets.

RECOMMENDATION:

The Finance Committee recommends approval of the Revised FY 2012-13 Operating Budget for the MSU Denver as presented.

**Metropolitan State University of Denver
FY 2012-13 Estimated General Fund Budget
As of March 13, 2013**

	Initial Base as of 7/1/2012	November Est.Revenue Adjust.	Revised Base as of 11/28/2012	March Revenue Base Adjust. as of 3/12/2013	Total Revised Base as of 3/12/2013	Total Adjustments To Initial Base Budget	FY 2013 JBC Approved Non-Base Supp.	One-time Fund Balance Distribution	Total Base and OT Budget 3/12/2013
1 Sources									
2 Operating Revenues									
3 Tuition & Fees	94,468,291	(1,084,760)	93,383,531	(1,934,136)	91,449,395	(3,018,896)	-	-	91,449,395
4 Less Scholarships	(40,000,000)	-	(40,000,000)	-	(40,000,000)	-	-	-	(40,000,000)
5 Fee for Service	5,761,905	2,024,858	7,786,763	148,248	7,935,011	2,173,106	487,188	-	8,422,199
6 Stipend	31,220,100	(2,024,858)	29,195,242	(148,248)	29,046,994	(2,173,106)	-	-	29,046,994
7 Net Total Tuition	91,450,296	(1,084,760)	90,365,536	(1,934,136)	88,431,400	(3,018,896)	487,188	-	88,918,588
8									
9 Sales & Serv of Educ Depts.	(535,698)	-	(535,698)	-	(535,698)	-	-	-	(535,698)
10 Indirect Cost Recoveries	311,281	27,891	339,172	-	339,172	27,891	-	-	339,172
11 Other Revenue and Fees	4,319,638	(73,736)	4,245,902	120,963	4,366,865	47,227	-	-	4,366,865
12 Investment and interest income	571,564	(173,141)	398,423	125,914	524,337	(47,227)	-	-	524,337
13 Net Non-Operating Rev (Exp)	4,666,785	(218,986)	4,447,799	246,877	4,694,676	27,891	-	-	4,694,676
14									
15 Total Revenue	96,117,081	(1,303,746)	94,813,335	(1,687,259)	93,126,076	(2,991,005)	487,188	-	93,613,264
16									
17 Prior Year Fund Balance	10,613,059							10,613,059	10,613,059
18									
19 Total Sources	106,730,140	(1,303,746)	94,813,335	(1,687,259)	93,126,076	(2,991,005)	487,188	10,613,059	104,226,323
20									
21 Uses									
22 Operating Expenses									
23 Instruction	70,520,666	27,891	70,548,557	-	70,548,557	27,891	487,188	5,960,351	76,996,096
24 Public Service	10,139	-	10,139	-	10,139	-	-	-	10,139
25 Academic Support	15,615,490	-	15,615,490	-	15,615,490	-	-	460,560	16,076,050
26 Student Services	17,186,777	-	17,186,777	-	17,186,777	-	-	705,945	17,892,722
27 Institutional Support	16,744,909	-	16,744,909	-	16,744,909	-	-	3,046,202	19,791,111
28 Operation of Plant	10,629,709	-	10,629,709	-	10,629,709	-	-	440,000	11,069,709
29 Scholarship & fellowship	5,409,391	-	5,409,391	-	5,409,391	-	-	-	5,409,391
30 Less Scholarships	(40,000,000)	-	(40,000,000)	-	(40,000,000)	-	-	-	(40,000,000)
31 Enrollment shortfall covered from reserved	-	(1,331,637)	(1,331,637)	(1,687,259)	(3,018,896)	(3,018,896)	-	-	(3,018,896)
32									
33 Total Operating Expenditures	96,117,081	(1,303,746)	94,813,335	(1,687,259)	93,126,076	(2,991,005)	487,188	10,613,059	104,226,323
34									
35 Total Uses	96,117,081	(1,303,746)	94,813,335	(1,687,259)	93,126,076	(2,991,005)	487,188	10,613,059	104,226,323
36									
37 Total State Appropriated Budget Available (Sources Less Uses)	10,613,059	-	-	-	-	-	-	-	-

Metropolitan State University of Denver
FY13 Auxiliary Revised Budget
As of March 13, 2013

		FY2012-13 Initial Budget	November Est. Adjustment	Spring Adjustment	Estimate as of 3/13/2012
1	REVENUES				
2	0100 Tuition & Fees	24,836,775	(532,354)	76,963	24,381,384
3	Less Scholarship Allowance*	(8,000,000)	-	-	(8,000,000)
4	Net Tuition and Fee Revenue	16,836,775	(532,354)	76,963	16,381,384
5					
6	0500 Sales and Services of Educational	989,791	(9,949)	(51,604)	928,238
7	0510 Sales & Services of Auxiliary Enterprises	2,877,739	(169,822)	(366,405)	2,341,512
8	0200 Federal Grants and Contracts	144,200	-	-	144,200
9	0400 Other Revenue	6,123,501	(27,802)	(189,900)	5,905,799
10	Total Operating Revenue	26,972,006	(739,927)	(530,946)	25,701,132
11					
12	FY12 Fund Balance Forward	27,656,153	-	-	27,656,153
13					
14	EXPENDITURES				
15	Total Personnel	10,953,901	262,655	548,332	11,764,888
16					
17	6100 Hourly	982,263	(32,082)	73,530	1,023,711
18	6500 Materials and Supplies(w/ASR)	10,464,194	(518,587)	(696,916)	9,248,691
19	7099 Travel	633,446	108,373	(83,307)	658,512
20	7499 Capital and Remodel	1,575,670	(87,474)	814,990	2,303,186
21	7800 Scholarships	1,800,654	189,383	(210,037)	1,780,000
22	Less Scholarship Allowance*	(8,000,000)	-	-	(8,000,000)
23	8300 Transfer	4,165,776	(550,000)	316,374	3,932,150
24	Total Auxiliary Enterprise	22,575,904	(627,732)	762,966	22,711,138
25					
26	NET FY13 Estimate	4,396,102	(112,195)	(1,293,912)	2,989,995
27					
28	FY13 Total Fund Balance	32,052,255	(112,195)	(1,293,912)	30,646,148

* A scholarship allowance is defined as the difference between the stated charge for goods and services provided by the institution and the amount that is billed to the student and/or third parties making payments on behalf of the student.

Metropolitan State University of Denver
FY13 Auxiliary Revised Budget
As of March 13, 2013

	Revised Student Affairs	Revised Athletics	Revised Masters Programs	Revised Extended Campus	Revised Accel. Nursing	Revised Health Center	Revised Other	Designated*			Subtotal	Scholarship Allowance	Total
								Revised Information Technology	Revised Internet Fee	Revised Admin Recharge			
1 REVENUES													
2 0100 Tuition & Fees													
3 Total Tuition & Fees	3,079,182	1,397,559	2,134,802	4,193,604	1,469,460	1,583,695	478,791			-	24,381,384	(8,000,000)	16,381,384
4													
5 0500 Sales and Services of Educational													
6 Total Sales and Services of Educational	3,337	3,831		199			920,871				928,238		928,238
7													
8 0510 Sales & Services of Auxiliary Enterprises													
9 Total Sales and Services Auxiliary	219,263	55,947		16,750		2,019,956	29,596				2,341,512		2,341,512
10													
11 0200 Federal Grants and Contracts													
12 Total Federal Grants and Contracts							144,200				144,200		144,200
13													
14 0400 Other Revenue													
15 Total Other Revenue	295,207	2,000	7,633	163,565	9,729	1,761,578	82,506			3,483,580	5,905,799		5,905,799
16 Total Operating Revenue	3,596,989	1,459,337	2,142,435	4,374,119	1,479,189	5,365,229	1,655,964	-	-	3,483,580	33,701,132	(8,000,000)	25,701,132
17													
18 EXPENDITURES													
19 Auxiliary Enterprise Expenditures													
20 Personnel													
21 Subtotal Faculty	20,452		861,955	1,333,330	528,967	10,645	4,697			-	2,760,046		2,760,046
22 Subtotal Administrators	1,123,251	542,242	230,494	555,116	168,617	936,486	419,949			777,347	4,753,503		4,753,503
23 Subtotal Support Staff	184,379			51,938	17,382	1,201,693	70,023			586,226	2,111,641		2,111,641
24 Benefits	297,672	123,096	232,175	377,971	147,683	524,110	110,344			326,648	2,139,699		2,139,699
20 Total Personnel	1,625,754	665,338	1,324,624	2,318,356	862,649	2,672,934	605,013	-	-	1,690,221	11,764,888	-	11,764,888
21													
22 6100 Hourly	738,200		17,070	58,421	24,909	134,882	50,229			-	1,023,711		1,023,711
23 6500 Materials and Supplies(w/ASR)	1,241,510	652,210	281,793	1,190,137	269,356	2,184,206	1,035,113	81,505	-	692,096	9,248,691	-	9,248,691
24 7099 Travel	138,260	317,380	14,192	21,488	5,830	22,212	139,150	-	-	-	658,512		658,512
25 7499 Capital and Remodel	30,534	28,980	17,858	31,530	63,256	331,830	502,448	-	-	-	2,303,186		2,303,186
26 7800 Scholarships	30,000	50,000	-				-	-	-	200,000	1,780,000	(8,000,000)	(6,220,000)
27 8300 Transfer	-	-	16,374	650,000			(608,000)	209,998	148,002	-	3,932,150		3,932,150
28 Total Auxiliary Enterprise	3,804,258	1,713,908	1,671,912	4,269,932	1,226,000	5,346,064	1,723,952	291,503	148,002	2,582,317	30,711,138	(8,000,000)	22,711,138
29													
30 NET FY13 Estimate	(207,269)	(254,571)	470,524	104,187	253,189	19,165	(67,988)	(291,503)	(148,002)	901,263	2,989,994	-	2,989,994
31													
32													
33 FY12 Fund Balance Forward	897,689	43,023	50,285	2,755,704	625,985	2,328,369	2,752,965	297,860	149,886	7,166,792	26,256,066	1,400,087	27,656,153
34 FY13 Total Fund Balance	690,420	-	520,809	2,859,891	879,174	2,347,534	2,684,977	6,357	1,884	8,068,055	29,457,608	1,400,087	30,646,148

**

* Designated for Debt Financing, Institutional Reserve, and IT Fee conversion

** Athletics deficit covered by foundation accounts

AGENDA ITEM: Parameters for the Development of the FY2013-14 Budgets

BACKGROUND:

The following revenue and expenditure guidelines and budget assumptions are recommended for MSU Denver FY2013-14 Budget development.

ANALYSIS:

General Fund:

The FY2013-14 State Appropriation is based on recent CCHE recommendation and the Joint Budget Committee need to approve the final figures. According to these numbers MSU Denver anticipates a general fund increase of \$1,983,041. These figures are preliminary and may change due to pending legislation and the implications from the March revenue forecast. This revenue projection is based on the following:

Assumptions

- Anticipate no enrollment growth for both resident and non-resident undergraduate students.
- MSU Denver is developing scenarios based on 9%, 8% and 7% tuition increases for resident undergraduate students. The 9% tuition increase is the maximum amount outlined in the Financial Accountability Plan approved in October 2010.
- Non-resident tuition is estimated to increase by 5%.
- The COF stipend rate is currently estimated to be \$64 per credit hour, or the full time rate for thirty credit hours of \$1,920.
- The college's fee-for-service appropriation is currently estimated at \$8.8 Million.

Cash Funded Programs:

Several institutional programs are self-funded, these include Extended Campus, Masters Education, Accelerated Nursing and student fee funded programs.

Assumptions

- All cash funded academic undergraduate programs anticipate flat enrollment; graduate programs are estimating some enrollment growth.
- Currently graduate programs are reviewing their tuition rates and tuition structure. The analysis will take into account anticipated enrollment growth while evaluating tuition/fee rates.
- Accelerated Nursing program is not proposing a tuition increase at this time.
- Extended Campus tuition rates are the same as on campus undergraduate rates.
- Possible Fee budget proposals for student referendum:
 - The RTD bus pass fee is proposed to increase from \$74 to a rate no greater than \$77 per student per semester. This is a maximum of \$3 increase
 - The Athletic Fee is proposed to increase by \$3.75 from \$29.55 to \$33.30 per student per semester.

- The Phoenix Center is meeting with tri-institutional student representatives for consideration of ongoing funding.
- Additionally, there are several new program fees and existing program fees increases for the Math Peer Study, Criminal Justice & Criminology, Journalism, Aviation & Aerospace Science, Human Performance & Sports, and Phycology, Integrative Therapeutic Practices, and Theatre departments.

FY2012-13 Expense:

- Faculty Promotions and Post Tenure Reviews (PTR) - Funds will be allocated for faculty promotions and PTR.
- Faculty and administrative Equity to 85% of the CUPA average- recommend funding for identified equity adjustment. This is currently under evaluation.
- Compensation
 - This fiscal year, after four year of no salary increase, a salary increase of 3.6% is anticipated for State Classified employees.
 - A 2% salary increase for both faculty and administrative personnel to adjust for inflation and benefits
 - An additional 1% salary increase for faculty members. This percent is to move toward the institutional goal to distribute the salaries 50% above and 50% below the CUPA average using the current CUPA peer group.
 - Health Insurance benefits for faculty and administrators are expected to increase by 9.9% resulting in an overall benefit increase of 4%. Recommend the institution provide funding to maintain the 60% employer/40% employee distribution.
 - Classified staff benefits increase is to be determined through the legislative process. Currently estimating a 4% increase.
 - Evaluate the impact of Health Care Reform Implementation and set aside funds for this purpose.

Department and Program Support

- Increase operating budgets using a general percentage increase.

Mandatory increases

- Scholarships - The College plans on increasing the scholarship allocation to cover the tuition increase.
- State Risk Management
- PERA stabilization - AED (Amortization Equalization Disbursement), and SAED (Supplemental Amortization Equalization Disbursement).

Institutional Initiatives – The allocation of funds toward identified initiatives is a priority of the institution. This will include appropriations for previously funded, high-priority initiatives, such as HSI, access and retention.

AHEC and Library

- Negotiations are currently underway.

Bad Debt – Possible minor increase for the college wide bad debt expense to correspond with tuition increases and possible reporting changes.

AUTHORITY: Pursuant to §4.1 of the Trustees Policy Manual, the Board is required to review and approve fiscal year budgets.

RECOMMENDATION:

Staff recommends to the Finance Committee approval of the Budget Parameters for use in establishing the FY2013-14 Operating Budget.

MSU Denver Alumni Association Update

April 2013 Board of Trustee Meeting

The Alumni Imperative

Work continues on the Imperative with a focus on internal communication within the Division and core work on data integrity. The term “Alumni” in its name does not mean that this is an Alumni Association initiative. Rather it refers to ensuring that the student and alumni experience is core to our thinking and actions from the very start of their MSU Denver career.

The vision statement reads: The Alumni Imperative will affect and manage a significant shift in the philanthropic culture of MSU Denver by engaging alumni in a personal and purposeful way.

The purpose statement: The Alumni Imperative will build relevant relationships with MSU Denver alumni that have measurable, attainable outcomes including Roadrunner connections, financial support, and volunteer engagement.

The Imperative fits within the Tri-Board retreat outcome defining our goal as an Alumni Association to become a political and financial force for MSU Denver.

Outreach

- The Alumni Association hosted pregame socials with the NCAA II basketball tournaments.
- MSU Denver First Fridays at Tennyson’s Tap –Tastings and Music
- Work continues with academic units and reaching out to their constituents. Event production is being streamlined and evaluated based on Alumni Imperative outcomes.
- We have struck a deal to actively invite alumni and friends to virtually all student activities speakers, forums and events in addition to other campus program events (i.e. MSU Denver Theatre productions.)

Alumni Travel Program

There are two trips on tap: the Golf in Scotland excursion with Dr. Jordan is set for July 19-26, 2013. We will golf the St. Andrews’ courses (including a drawing for the Old Course) - \$3990 double occupancy; Single occupancy add \$1000 and non-golfers may deduct \$800. There are non-golf day trips available. The other is a group travel opportunity to Italy’s Magnificent Lake District, September 17-25. The trip inclusive of airfare is \$3,200 per traveler.

You can learn more at www.msudenver.edu/alumni.

Career Services

The Association hosted John Hill, LinkedIn evangelist for a campus luncheon and as keynote for a Career Services program hosted by several Colorado universities. The intent is to establish

LinkedIn as a dynamic component of MSU Denver's alumni engagement. Lindsey Day is our resident LinkedIn expert and is available for small and large group training.

The alumni career program continues to provide much needed services to our base, and increasingly is a partner across campus to serve our students. Again, demand is exceeding capacity, so we are seeking ways to provide outstanding service in creative ways.

History Committee

After taking a break for the holidays and semester start, we are back at it with collecting interviews and historical items. Our goal is to complete 200 interviews by the kick off of the 50th Anniversary.

Alumni Directory

The alumni directory project coordinated by Harris Connect will be released this month. The data collection and directory sales have been better than national average.

Enrollment Management

A renewed focus on the admissions and retention creates new opportunities for alumni engagement. This may take the shape of new programs and services, and will most definitely include the chance to have alumni involved as a group and individuals in the life cycle of alumni-in-training.

Commencement

We will welcome the Class of '13 to the fold on Saturday, May 19 at 9 a.m. There will be a separate Masters' ceremony on 2 p.m. As always, we are seeking volunteers to work our booths and to welcome families to campus.

Projects/Events on the horizon

- The 50th Anniversary is starting to ramp up for 2015-16
- The Plain & Fancy Ball discussions are underway. Among the topics, is what should the event look and feel like? Does it need a refresh? How to staff it?

Noteworthy:

- Living, addressable alums YTD 68646
- Alumni with active emails YTD 33952
- Total alumni, including deceased, no contact, no valid address YTD: 74303
- The second quarter gifts for 2012-13 show that 51.2% of all gifts to MSU Denver Foundation came from alumni (1141 of 2230 total gifts) and that the dollars contributed tallied \$80,576.

- February 1 - 28, 2013 Alumni Gift Report
- Gifts from alumni 106
- Total dollars given by alumni: \$25,679.65 (By number: 31.3% By amount: 10.8%)
- MSU Denver has been selected to host a CASE VI Conversations – a regional leadership conference – in April 2013.
- Mark Jastorff has been selected by the NCAA to serve on a 13 person task force to discuss alumni and student-athlete involvement as part of a National Letter Winner Organization. Schools represented are Ohio State, Notre Dame, Wisconsin among others.

AGENDA ITEM: **Office of Human Resources report of personnel actions for the Board's information, which have occurred since the last Board Meeting on February 7, 2013.**

BACKGROUND: Report of personnel actions which have occurred since the last Board agenda of February, 2013. Temporary appointments, resignations, terminations, retirements, transitional retirements, reassignments, reclassifications, leave without pay, non-renewal, and final sabbatical reports which are delegated to the President and do not require approval by the Board.

INFORMATION: The following personnel items are presented to the Board of Trustees as information.

APPOINTMENTS

Ms. Ana Muneton, PAT Assistant and Liaison to Spanish-Speaking Families, Annual Salary: \$31,727.00 at .75FTE – Effective February 1, 2013. (TEMPORARY/ADMINISTRATIVE)

Ms. Cassie L. Hughes, Early Literacy and PAT Parent Educator, Annual Salary: \$32,000.00 at .75FTE – Effective February 1, 2013. (TEMPORARY/ADMINISTRATIVE)

Ms. Koren Henson, PAT Assistant Coordinator for Data and Technology, Annual Salary: \$32,000.00 at .80FTE – Effective February 1, 2013. (TEMPORARY/ADMINISTRATIVE)

Dr. David Wygant, Lecturer of Theatre, Annual Salary: \$44,436.00 at .50FTE – Effective January 22, 2013. (CATEGORY II FACULTY)

Ms. Wendy Gallagher, Lecturer of Modern Languages, Annual Salary: \$41,426.00 at .50FTE – Effective January 22, 2013. (CATEGORY II FACULTY)

Mr. Jean-Francois Duclos, Lecturer of Modern Languages, Annual Salary: \$43,862.00 at .50FTE – Effective January 22, 2013. (CATEGORY II FACULTY)

Dr. Amy Zsohar, Lecturer of Communication Arts and Sciences, Annual Salary: \$45,388.00 at .50FTE – Effective January 22, 2013. (CATEGORY II FACULTY)

Ms. Connie Gabel, Lecturer of Chemistry, Annual Salary: \$46,102.00 at .50FTE – Effective January 22, 2013. (CATEGORY II FACULTY)

RESIGNATIONS

Ms. Erica Church, Assistant Director of One World One Water Center, Effective February 6, 2013.

(Personal Reasons)

Ms. Kathleen Kinkade, Manager of Budgets & Procurement-President's Office, Effective February 8, 2013.

(Personal Reasons)

Ms. Shauna Rodriguez, Project Coordinator for Human Services, Effective February 8, 2013.

(Personal Reasons)

Ms. Emma Lynch, Excel Pre-Collegiate Counselor, Effective February 14, 2013.

(Personal Reasons)

Ms. Ilene M. Warneke, Clinical Placement Manager, Effective February 19, 2013.

(Personal Reasons)

Mr. Victor M. Bellavia, Extended Campus Coordinator, Effective February 28, 2013.

(Personal Reasons)

Dr. Greg Yording, Faculty, Alternative Licensure Program, Effective May 31, 2013.

(Personal Reasons)

Mr. Erik D. Roth, Coordinator, Masters of Accountancy Program, Effective April 19, 2013.

(Personal Reasons)

RETIREMENT

Ms. Natalie Lutes, Vice President of Administration, Finance and Facilities, Effective May 31, 2013.

Mr. Richard Pozzi, Chair - Associate Professor of Electrical Engineering Technology, Effective June 30, 2013.

Dr. Karen R. Krupar, Professor of Speech Communications, Effective June 30, 2013.

LEAVE WITHOUT PAY W/O BENEFITS

Dr. Erin Trapp, Vice President of Advancement and External Relations and Executive Director of the Foundation, February 1, 2013 through February 28, 2013.

LEAVE WITHOUT PAY WITH BENEFITS

Dr. Heather Graham, Assistant Professor of Art History, March 7, 2013 through April 23, 2013.

REASSIGNMENTS

Ms. Amber Paugh, Advisor- Teacher Education, Annual Salary: \$39,000.00 – Effective January 21, 2013. (FROM CLASSIFIED TO ADMINISTRATIVE)

Ms. Ninotchka Grayson, Program Support/BSW Advisor, Annual Salary: \$39,374.00 – Effective February 1, 2013. (FROM CLASSIFIED TO ADMINISTRATIVE)

Ms. Lucinda Conde, Graduation Evaluator, Annual Salary: \$45,000.00 – Effective February 1, 2013. (FROM Academic Advisor (\$39,139.00) TO Graduation Evaluator (\$45,000.00))

SALARY ADJUSTMENT

Dr. Erin M. Trapp, Vice President, Advancement and External Relations and Executive Director of MSUD Foundation, Annual Salary: \$160,000.00 – Effective March 1, 2013. (Salary increase due to counter offer)

REDUCTION IN FTE

Dr. Eugene Saxe, Professor of English, Annual Salary: \$88,523.00 from 1.00FTE to .75FTE – Effective January 22, 2013. (TENURED/FACULTY)

Dr. Laura McCall, Professor of History, Annual Salary: \$71,605.00 from 1.00FTE to .50FTE – Effective January 22, 2013. (TENURED/FACULTY)

TRANSITIONAL RETIREMENT

Mr. Richard Pozzi, Chair - Associate Professor of Electrical Engineering Technology, Effective August 19, 2013.
(Retired June 30, 2013)