The Trustees for Adams State College convened a meeting on Thursday, April 1, 2010 at the Department of Higher Education, conference room B.

I. Call To Order  The meeting was called to order by Chairman Walters at 10:05 a.m.

II. Roll Call

Board of Trustees

Chairman Tim Walters – Present  Trustee Salazar – Present
Vice Chair Rice – Excused  Trustee Scoggin – Present
Trustee Darricades – Present  Trustee Valdez – Present
Trustee Griffin – Present  Faculty Trustee Armstrong – Present
Trustee Montoya – Present  Student Trustee Pryor – Present

ASC Staff, Students and Others

Melissa Freeman – Assistant Professor  David Svaldi – Office of the President
Bill Mansheim – Finance and Admin. (via phone)  James Trujillo – Office of the President
Michael Mumper – Office of the Provost  Jessica Salazar – Attorney General’s Office

Board Development Meeting

Chairman Walters called for a motion to convene in executive session with the Board’s attorney pursuant to Section §24-6-402(3)(a)(II), C.R.S. to receive legal advice on specific legal questions.

Trustee Montoya moved the motion. Trustee Salazar seconded. The motion passed unanimously and the public was excused.

Open Session Resumes
*** The meeting was recessed until 2:30 p.m. to allow members of the Board to have lunch and to attend confirmation hearings. ***

Meeting reconvenes with the following Board members present:

- Chairman Tim Walters
- Trustee Darricades
- Trustee Griffin
- Trustee Montoya
- Trustee Salazar
- Trustee Scoggin
- Trustee Valdez
- Faculty Trustee Armstrong
- Student Trustee Pryor

General Board Discussion – Open Session

During this time, the Board and staff members had the opportunity to raise issues of general concern regarding current and future projects and matters pertinent to the mission and objective of the College for informal discussion.

*** The meeting was recessed at 4:18 p.m. on 4/1 until 9:16 a.m. on 4/2. ***

Meeting reconvenes with the following Board members present:

- Chairman Tim Walters
- Trustee Darricades
- Trustee Griffin
- Trustee Montoya
- Trustee Salazar
- Trustee Scoggin
- Trustee Valdez
- Faculty Trustee Armstrong

III. Approval of the Agenda

Chairman Walters called for a motion to approve the agenda with the addition of the “Approval of Emeritus Recommendation” as “Action Item VIII-D”, and reorder the remaining action items accordingly.

Trustee Salazar moved the motion to approve the agenda as amended. Trustee Darricades seconded. The motion passes unanimously.

IV. Public Comment

No one signed up for public comment.

V. Approval of Consent Agenda

Chairman Walters called for a motion to approve the consent agenda items as submitted which included the following:
Trustee Montoya moved the motion. Trustee Salazar seconded. The motion passed unanimously.

VI. Information Items

A. 1st Reading of the Memorandum of Understanding between ASC & ASC Foundation

President Svaldi presented a draft Memorandum of Understanding between Adams State College and the Adams State College Foundation for the Board’s review. Additional changes to the MOU have been requested by ASC administration that would strengthen the College’s control of the Foundation’s expenditures. He noted that due to the depletion of the Foundation’s unrestricted operating funds, the College has had to absorb most of their operational issues related to fundraising, leaving the Foundation with the fiduciary duty to monitor the investments of various donations. He was also pleased to report that the working relationship between the College and the Foundation has greatly improved.

Several Trustees questioned what responsibility the Foundation has with regard to fundraising activities. President Svaldi explained that all major fundraising activities are required to be under the guidance of the Foundation.

B. Enrollment Update

Provost Mumper was pleased to report that during the spring semester the College had approximately 2000 undergraduates on campus, more than 700 graduate students and 1,100 degree-seeking students registered in distance programs. Registration for the upcoming summer session remains very positive with registration increased from the same time last year. Provost Mumper attributes the increase in summer enrollment to the availability of a third semester of Pell Grant funds and the expansion of summer program offerings.

Fall 2010 applications are 20% ahead of the same time last year. Intense registration efforts are under way at various high schools throughout the region. Provost Mumper also informed the Board that the fall semester will see the start of the fourth MBA cohort taking the MBA program to full capacity, the possible offering of the new Master of Arts in Higher Education Administration & Leadership Program, increases in Merit Scholarship that will help attract more students as will the introduction of new JV sports programs, and the continuation and expansion of the STAY Program that will aid in increasing spring retention.

The full impact of the ongoing campus constructions/renovations will be felt in the Fall of 2011. The completion of the new residence hall, community building and campus green, and the renovations of Coronado Hall, Girault Hall and the La Mesa Dining Hall, should have a positive impact on enrollment.

Provost Mumper expressed his concern for the lack of a comprehensive marketing plan or related budget to continue with future enrollment success and encourages the Board to consider making an investment in development and implementation of a marketing plan.
The Board further discussed current methods of advertisement and recruitment including social media and increasing a presence on the Front Range and beyond. The Board thanked Provost Mumper for his hard work and dedication.

C. 1st Reading of the revisions to the Faculty Handbook

Jessica Salazar from the Attorney General’s Offices presented a 1st reading of the Faculty Handbook and explained that the majority of the proposed changes have to do with wording changes. Specifically, the phrase “annual evaluation folder” is being changed to “annual evidence folder”. Other proposed changes relate to faculty Tenure application requirements and terminal degree specifications for nursing faculty.

D. Retention/Promotion/Retirement & Process Review

The Trustee Policy manual delegates the authority to the President to approve retention, promotions and retirements. Dr. Svaldi presented a list of those individuals who were retained, promoted and of administrative retirements as follows:

**Probationary Retention:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
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<tbody>
<tr>
<td>Sheryl Abeyta-Brown</td>
<td>P1 to P2</td>
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<tr>
<td>Anicia Alvarez</td>
<td>P1 to P2</td>
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<tr>
<td>James Bedard</td>
<td>P2 to P3</td>
</tr>
<tr>
<td>Jared Beeton</td>
<td>P3 to P4</td>
</tr>
<tr>
<td>Beth Bonstetter</td>
<td>P2 – P3</td>
</tr>
<tr>
<td>Laura Bruneau</td>
<td>P3 to P4</td>
</tr>
<tr>
<td>Zena Buser</td>
<td>P3 to P4</td>
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<tr>
<td>Jan Byers-Kirsch</td>
<td>P1 to P2</td>
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<tr>
<td>Comfort Cover</td>
<td>P1 to P2</td>
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<tr>
<td>Mark Finney</td>
<td>P3 to P4</td>
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<tr>
<td>William Herrman</td>
<td>P2 to P3</td>
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<tr>
<td>Teri Hepler</td>
<td>P1 to P2</td>
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<tr>
<td>Brad Kahrs</td>
<td>P1 to P2</td>
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<tr>
<td>Susan Loveland</td>
<td>P3 to P4</td>
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<tr>
<td>Sheryl Ludwig</td>
<td>P4 to P5</td>
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<tr>
<td>Jenna Neilsen</td>
<td>P3 to P4</td>
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<tr>
<td>Jeanie O’Laughlin</td>
<td>P1 to P2</td>
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<tr>
<td>Sara Owens</td>
<td>P4 to P5</td>
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<tr>
<td>Elizabeth Thomas</td>
<td>P2 to P3</td>
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<td>Michael Travers</td>
<td>P2 to P3</td>
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<tr>
<td>Michele Trujillo</td>
<td>P2 to P3</td>
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<tr>
<td>Armando Valdez</td>
<td>P4 to P5</td>
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<tr>
<td>Stephanie Vance</td>
<td>P1 to P2</td>
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<tr>
<td>Jamie Van Valkenburg</td>
<td>P4 to P5</td>
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<tr>
<td>Beth Wagstrom</td>
<td>P2 to P3</td>
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<tr>
<td>Cindy Whitney</td>
<td>P2 to P3</td>
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</tbody>
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**Promotions**

- Dr. Leslie Alvarez – TO Associate Professor of Psychology
- Dr. Tracy Doyle – TO Associate Professor of Music
- Dr. Brent King – TO Associate Professor of Psychology
- Dr. Sheryl Ludwig – TO Associate Professor of Teacher Education
- Dr. David MacWilliams – TO Full Professor of English
- Dr. Matthew Schildt – TO Assistant Professor of Music

**Administrative Retirements**

- Di Machado – Director, Nielsen Library
- Dr. Ted McNeilsmit – Professor of Sociology
- Dr. Rafe Weston – Professor of Economics

Additionally, for the benefit of the Board, Provost Mumper reviewed the process and procedures that faculty must follow if they are seeking retention, promotion or tenure consideration.
VII. Executive Session

Chairman Walters called for a motion to convene in executive session pursuant to section §24-6-402(3)(a)(II), C.R.S. the purpose of discussing pending or imminent court action and to receive legal advice on specific legal questions and or pursuant to section §24-6-402(3)(b)(I), C.R.S. to consider personnel matters and or pursuant to section §24-6-402(b)(a)(I), C.R.S. Trustee Montoya moved the motion. Trustee Griffin seconded. The motion passed unanimously and the public was excused.

Open Session Resumes

VIII. Action Items

A. Approval of the Assessment of Casa del Sol

President Svaldi informed the Board of an error in the action section of this agenda item. The word “inhabitable” should have read “uninhabitable”. Bill Mansheim, Vice President of Finance and Administration, explained to the Board that the Casa del Sol structure had been condemned in 2003 and has been scheduled for demolition for many years. In reassessing the structure to determine its viability, the College procured the services of Abel Engineering Professionals from Pueblo, CO to inspect the building and prepare a facility condition report which Mr. Mansheim provided to each Board member. The determination of Abel Engineering was that due to extensive renovations necessary for the building to be repaired and brought up to current building codes, it would not be economically feasible. As a follow up to that report, the College asked for an informal bid from FCI Construction, Inc. which reinforced the previous conclusion. After reviewing the findings, both the Campus Renewal and Planning Committee and the College’s Cabinet voted unanimously in recommending that the facility be demolished. Adams State Administration seeks approval for the expenditure of $25,000 in institutional reserves to be used to demolish the Casa del Sol apartment building.

The Board further discussed ways of keeping the existing wall and driveway arch feature as a means of preserving the look and feel of the architecture from that period.

Chairman Walters called for a motion to approve the expenditure of $25,000 in institutional reserves to be used to demolish the Casa del Sol apartment building. Trustee Scoggin moved the motion. Trustee Montoya seconded. The motion passed unanimously.

B. Approval of Tenure Recommendations

Chairman Walters called for a motion to approve the Tenure recommendations as follows:

- Dr. Leslie Alvarez, Assistant Professor of Psychology
- Dr. Tracy Doyle, Assistant Professor of Music
- Dr. Donald Johnston, Associate Provost for Graduate Studies
- Dr. Brent King, Assistant Professor of Psychology
- Dr. Stephen Roberds, Assistant Professor of American Government
- Dr. Matthew Schildt, Assistant Professor of Music
Trustee Darricades moved the motion. Trustee Salazar seconded. Trustee Scoggin recommended that motions be made for each candidate individually. The Board agreed and the motions were as follows:

Chairman Walters called for a motion to approve Dr. Leslie Alvarez for Tenure. Trustee Salazar moved the motion. Trustee Darricades seconded. The motion passed unanimously.

Chairman Walters called for a motion to approve Dr. Tracy Doyle for Tenure. Trustee Darricades moved the motion. Trustee Scoggin seconded. The motion passed unanimously.

Chairman Walters called for a motion to approve Dr. Donald Johnston for Tenure. Trustee Montoya moved the motion. Trustee Valdez seconded. The motion passed unanimously.

Chairman Walters called for a motion to approve Dr. Brent King for Tenure. Trustee Darricades moved the motion. Trustee Valdez seconded. The motion passed unanimously.

Chairman Walters called for a motion to approve Dr. Stephen Roberds for Tenure. Trustee Salazar moved the motion. Trustee Montoya seconded. The motion passed unanimously.

Chairman Walters called for a motion to approve Dr. Matthew Schildt for Tenure. Trustee Darricades moved the motion. Trustee Scoggin seconded. The motion passed unanimously.

C. Approval of Sabbatical Recommendations

Chairman Walters called for a motion to approve the Sabbatical recommendations as follows:

- Dr. Tim Armstrong, Professor of Biology – 1 Semester
- Dr. Richard Baker, Professor of English – 1 Semester
- Dr. Joyce Centofanti, Associate Professor of Art – 1 Semester
- Dr. Roger Eriksen, Professor of Art – 1 Semester
- Dr. David Mac Williams, Associate Professor of English – 1 Semester

Trustee Montoya moved the motion. Trustee Scoggin seconded. The motion passed unanimously.

D. Approval of Emeritus Recommendation

Chairman Walters called for a motion to approve the Emeritus recommendation as follows:

- Dr. Ted McNeilsmith, Professor of Sociology
Trustee Scoggin moved the motion. Trustee Darricades seconded. The motion passed unanimously.

E. Approval of the Master of Arts in Higher Education Administration & Leadership Program (MA-HEAL)

Provost Mumper explained to the Board that the inception of this proposed offering was derived from the need to develop means of providing an avenue for professional development of employees, and in particular among Hispanic employees. As a result, Adams State applied and received a U.S. Department of Education, Fund for the Improvement of Postsecondary Education (FIPSE) grant to develop an innovative Masters in Higher Education Administration and Leadership program.

Dr. Freeman, Assistant Professor, noted that FIPSE grants are highly competitive grants and the fact that Adams State was awarded the grant reinforces the need and the innovativeness of the proposed program. She further explained that the curriculum has been designed to combine the best features of online cohort programs, intensive residential leadership programs, and practical experience-based mentoring programs.

The Board discussed particulars of the proposed program including logistics, curriculum, implementation and budgeting factors. It was noted that the program would not be offered if less than 15 students are registered for the program. The program is open to all, however the specific target market are those employees working in Hispanic Serving Institutions and in particular, Hispanic employees.

Chairman Walters called for a motion to approve the proposed Master of Arts in Higher Education Administration & Leadership Program (MA-HEAL). Trustee Salazar moved the motion. Trustee Montoya seconded. The motion passed unanimously.

F. 2nd Reading/Adoption of Section 7.3, Evaluation of the College President

Jessica Salazar, from the Attorney General’s Office presented for a 2nd reading the proposed amendment to Trustee Policy Manual regarding the evaluation process of the president. She noted that the previous wording was used during the old State College System and was not developed specifically for Adams State. The proposed amendment simplifies the process, provides flexibility, and holds the president accountable to both the Trustee Policy Manual and the goals of the Board.

Chairman Walters called for a motion for the adoption of Section 7.3, Evaluation of the College President as presented. Trustee Griffin moved the motion. Trustee Darricades seconded. The motion passed unanimously.

IX. Discussion

A. Process & comments of suggested 2010 Presidential Evaluation Process

Trustee Griffin, Chairman of the Evaluation Subcommittee, presented information regarding the proposed process and procedures for the evaluation of the president for year 2010. She noted that the goal of the evaluation is to be “specific and concrete” and to provide attainable, measurable goals and direction and a means of communication between the Board and the president.
The Board discussed the proposed evaluation including the process of administering, confidentiality, participants, timelines, costs and criteria. Members of the Board were asked to further review the proposal and provide feedback to James Trujillo who will compile and disseminate them to the entire Board. The Board also agreed to share the proposal to members of the Faculty Senate for their feedback.

The Board thanked Trustee Griffin for her hard work.

X. Adjournment

Chairman Walters adjourn the meeting 11:38 a.m.