Approved Meeting Minutes
Board of Trustees for Adams State College
Friday, May 14, 2010
Student Union Building, Rooms A130/127
Adams State College
Alamosa, CO  81102

The Trustees for Adams State College convened a meeting on Friday, May 14, 2010 on the campus of Adams State College, Student Union Building, rooms A130/127.

I. Call To Order  The meeting was called to order by Chairman Walters at 10:07 a.m.

II. Roll Call

Board of Trustees

Chairman Tim Walters – Present
Vice Chair Rice – Present
Trustee Darricades – Present
Trustee Griffin – Present
Trustee Montoya – Present
Trustee Arnold Salazar – Present

Trustee LeRoy Salazar – Present
Trustee Scoggin – Present (via phone)
Trustee Valdez – Present
Faculty Trustee Armstrong – Excused
Student Trustee Pryor – Present

ASC Staff, Students and Others

Tim Bachicha – Community
Charlotte Bobicki – Sen. Bennet’s Office
Eric Carpio – Office of Admissions
Melissa Freeman – Assistant Professor
Heather Heersink – Finance Office
Matt Hildner – Pueblo Chieftain
Bill Mansheim – Finance and Admin.
Erin Minks – Rep. Salazar’s Office
Michael Mumper – Office of the Provost

Mike Nicholson – Computing Services
Mark Schoenecker – Communications
David Svaldi – Office of the President
Jessica Salazar – Attorney General’s Office
Bill Schlaufman – Finance Office
James Trujillo – Office of the President
Julie Waechter – Office of the President
Julia Wilson – Valley Courier

III. Approval of Agenda

Chairman Walters called for a motion to approve the agenda with the addition of a discussion item in the executive session of a possible property acquisition by the
Trustee Arnold Salazar moved to approve the agenda as amended. Trustee Darricades seconded. The motion passed unanimously.

IV. Public Comment

There was no public comment.

V. Approval of Consent Agenda

Chairman Walters called for a motion to approve the consent agenda item as submitted which included the following:

- April 1, 2010 Board of Trustees regular meeting minutes

Trustee Valdez moved the motion. Trustee Darricades seconded. The motion passed unanimously.

VI. Action

A. Swearing in of New Trustee

LeRoy Salazar of Manassa, Colorado was sworn in as a new Trustee for Adams State College filling the vacancy occasioned by the resignation of Bruce J. Oreck of Boulder, CO. Trustee LeRoy Salazar’s term expires December 31, 2011.

B. Approval of Bachicha Resolution

Trustee Walters and President Svaldi presented a resolution on behalf of the Board to former Trustee Tim Bachicha thanking him for his expertise, insight and support while serving as Trustee for Adams State College.

C. Approval of the FY10-11 Budget

Bill Mansheim, Vice President of Finance and Administration, and Heather Heersink, Budget Director, presented an FY10-11 Tuition and Fee Rate and an FY10-11 Budget proposal for the Board’s consideration of approval. After reviewing the calculations and assumptions used to prepare the proposal, Chairman Walters called for a motion to approve the FY10-11 Tuition and Fee Rate and the FY10-11 Budget proposal as presented. Trustee Arnold Salazar moved the motion. Trustee Montoya seconded the motion. The motion passed unanimously.

D. Approval of Property Purchase

Bill Mansheim, Vice President of Finance and Administration, presented information regarding real estate located at 301 Edgemont Boulevard that Adams State College administration seeks authorization to purchase contingent on the approval of certain conditions. The Board discussed the rationale in purchasing the property including its intended use, logistics and finances. Chairman Walters noted for the record that his firm did not perform the appraisal on the property in question.
Chairman Walters called for a motion for the approval of the purchase of the real estate located at 301 Edgemont Boulevard and the expenditure of Housing cash-funded reserves in the amount of $150,000. Trustee Montoya moved the motion. Trustee Arnold Salazar seconded. The motion passed unanimously.

E. Approval of Enrollment Research Request

Michael Mumper, Provost, presented an enrollment research request to support a number of enrollment research activities aimed at increasing the number of on and off campus students attending Adams State College in the upcoming years. The request consists of $75,000 of one-time funds which will be used to conduct extensive marking research and focus on opportunities to grow graduate and distance/online enrollments which are directly linked to the enrollment goals set in the campus-wide strategic plan.

Dr. Mumper provided the Board with comparative enrollment data and discussed the results of the initial efforts, Phase 1, to build and modernize the recruiting infrastructure and the positive indicators of another possible record enrollment for the AY2010-11. He explained the initiatives that will be conducted in second phase of the enrollment growth strategy and the challenges the institution may be facing in the AY2011-12 and beyond and the preparations being implemented to prepare for the future.

Vice President Bill Mansheim also explained to the Board that the institution has identified and agreed that the ongoing enrollment initiatives will require additional annual funding for continued enrollment growth and recommended that the annual base budget be amended in the amount of $75,000 as an ongoing budgeted expenditure.

The board discussed the proposal including financial and legislative issues, new recruitment and retention efforts, potential impacts of the capital construction/remodeling projects, and the introduction of new programs and scholarship offerings.

Chairman Walters called for a motion to approve the Enrollment Research Request as presented. Trustee Arnold Salazar moved the motion. Trustee Montoya seconded the motion. Chairman Walters on behalf of the Board asked that updates be made on the expenditure and progress of this second phase. The motion passed unanimously.

Vice President Mansheim asked for clarification on the motion. The Board briefly discussed and clarified the motion’s intent. It was then decided to rescind the original motion in favor of a new motion.

Chairman Walters called for a new motion to approve a onetime expenditure of $75,000 in the current year for the Enrollment Research Request as presented. Additionally, the motion should include an amended amount of $75,000 to the ongoing base budget. Trustee Arnold Salazar moved the new motion. Trustee Montoya seconded. The motion passed unanimously.

F. Student Computing Technology Fee Request

Mike Nicholson, Chief Information Officer, presented a request to the board for the expenditure of $115,872 from the Computing Services Technology Fee Roll-forward/reserve Fund.
Mr. Nicholson explained to the Board the department’s schedule for the replacement of computers from various labs throughout the campus and the importance of the timing in doing so to minimize configuration differences that could potentially hinder the department’s ability to seamlessly maintain the systems. The Department of Computing Services has allocated $80,000 from the FY2010-2011 technology fee for computer replacements and is requesting $88,000 be allocated from the Technology Fee Roll-forward/reserve fund.

Mr. Nicholson also informed the Board that due to campus growth and increased bandwidth utilization there is a need to increase the current bandwidth of 95 Mbps by 10 Mbps at a cost of $3,696 which would bring the total annual bandwidth cost to $67,872. Of this amount, $40,000 will be paid from the Computing Services Technology Fee and the department is requesting that the additional $27,872 also be allocated from the Technology Fee Roll-forward/Reserve Fund.

Mr. Nicholson noted that even though these requests will reduce the overall roll forward/reserve fund balance, there will be minimal purchases assessed this fund in the upcoming years which will allow for the fund to replenish.

Chairman Walters called for a motion to approve the expenditure of $115,872 from the Technology Fee Roll-Forward/Reserve Fund as presented. Trustee Rice moved the motion. Trustee Darricades seconded. The motion passed unanimously.

Please note: The following was added with Board acquiescence.

**With the completion of the Action portion of the agenda and citing available time prior to the serving of lunch, the Board engaged in informal discussion on issues of general concern regarding current and future projects and matters pertinent to the mission and objectives of the College.**

The meeting was recessed until 1:30 p.m. for lunch.

Meeting reconvenes with the following Board members present:

Chairman Tim Walters  
Vice Chair Rice  
Trustee Darricades  
Trustee Griffin  
Trustee Montoya – Present  
Trustee Arnold Salazar  
Trustee LeRoy Salazar  
Trustee Scoggin – Present (via phone)  
Trustee Valdez – Present  
Student Trustee Pryor – Present

VII. Information Items

A. FY09-10 Period 10 Financials
Bill Mansheim, Vice President of Finance and Administration, reviewed the FY09-Period 10 Financials. He discussed with the board various comparative balance sheet figures from the same period last year to this year and noted that the current cash figure reflects unspent bond proceeds from ongoing capital construction projects.

Mr. Mansheim then reviewed the comparative income statement noting that the current revenue, in particular state grants and contracts, is down from the previous year due to cuts in state funding, however if the Federal ARRA revenue were factored in, revenues would actually be showing a gain over last year. The various expenditures of the institution as well as a review of the Auxiliary Facilities Revenue Bonds were also reviewed.

B. Legislative Update

Nolbert Chavez, Adams State College Lobbyist, presented a brief legislative update to the Board including budgetary items for FY10-11, the status of the proposed State Employee Compensation Bill (HB1409), and changes in legislative leadership positions.

C. Softball Field Relocation Discussion

Bill Mansheim, Vice President for Finance and Administration, informed the Board that negotiations are ongoing with the property owner adjacent the current softball field and noted that depending on the outcome of the negotiations, there may be need to have a second design plan in place for the relocation of the softball field. The Board briefly discussed logistics and budgetary impacts.

D. President’s Report

Dr. David Svaldi presented a President’s Report to the Board. He reported that ASC’s Model United Nations Club recently competed at an international MUN competition at the University of Macedonia in Greece and were one of the only clubs from the United States to attend. He commended the club’s sponsor, Dr. Mari Centeno, for her dedication to the club and to its members for their hard work.

He also reported that regular meetings with the new president of Trinidad State Junior College have been established; the new Higher Education Administration Leadership program received unanimous approval from the CCHE; the reporting of the institution’s performance contract at a CCHE; gave a brief update on the Accessibility Subcommittee meetings; updated the Board of the attendance of a Higher Learning Commission meeting by Karla Hardesty and Don Johnston and their proposed policy changes; and the possible attendance of a retreat for sitting president’s by President Svaldi.

E. Enrollment Report

Provost Michael Mumper reported that summer undergraduate enrollment is up 9% and is expected to increase. Graduate summer enrollment is expected to be up as much as 20% over last year with the addition of several new cohorts. The number of applications to date for the upcoming fall semester has exceeded the total number of applications received the previous year. Undergraduate registrations are up 8.5%. Graduate enrollment figures were not available but are expected to be above last year’s numbers.
also. Housing applications are up 158 and are also expected to increase. A hard copy of retention data was also provided the Board and briefly discussed.

F. Student Trustee Report

Student Trustee Pryor reported that AS&F successfully passed their new constitution and bylaws. A separate new “student trustee” position was created and all vacant positions within the Senate were filled. The Senate decided to purchase several defibrillators as well as couches for various student lounges across campus instead of the previously proposed marquee as their capital improvement project for the year. Ms. Pryor was also happy to report that she recently became a member of the Associated Students of Colorado which serves all students of higher education institutions by advocating for affordable, accessible, high quality education in the state of Colorado.

She thanked be Board for their encouragement and support throughout her two years as Student Trustee. The entire board wished her well in her future endeavors and expressed their appreciation for her dedication in serving on the Board.

G. 1st Reading of supplemental changes to the Faculty Handbook Revisions

Jessica Salazar from the Attorney General’s Office presented a first reading of proposed changes to the Faculty Handbook for the board’s review.

H. Capital Construction Update

Erik van de Boogaard, Associate VP for Facilities Planning, Design & Construction, updated the Board on ongoing and upcoming capital construction and renovation projects.

VIII. 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. for 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(3)(a)(I), C.R.S. to discuss the purchase or sale of property for public use or the sale of property at competitive bidding. Trustee Rice moved the motion. Trustee Darricades seconded. The motion passed unanimously and the public was excused.

Open Session Resumes

IX. Possible Action

None

X. Adjournment

Chairman Walters adjourn the meeting 4:05 p.m.