The Trustees for Adams State College convened a meeting on Friday, October 2, 2009 on the campus of Adams State College, Community Partnerships Building, room 116.

I. **Call To Order**  The meeting was called to order by Chairman Walters at 9:14 a.m.

II. **Roll Call**

### Board of Trustees

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

### ASC Staff, Students and Others

- Krystle Albert – Student
- Rogelio Briones – Student
- Melissa Freeman – School of Business
- Mary Hoffman – Community Partnerships
- Don Johnston – Graduate School
- Mark Joyce – Department of Teacher Education
- Dan Maldonado – Student
- Bill Mansheim – Finance and Administration
- Kathleen Miller – Student
- Michael Mumper – Provost’s Office
- Mike Nicholson – CIO
- Frank Novotny – APAA
- Tracy Rogers – Dept. of Human Resources
- Amanda Ruybal – Student
- Bill Schlaufman – ASC Business Office
- Mark Schoenecker – Communications
- David Svaldi – Office of the President
- Liz Thomas – School of Business
- James Trujillo – Office of the President
- Julie Waechter – Office of the President
- Julia Wilson – Student
- Nancy Wahl – Attorney General’s Office
- Diana Wenzel – Extended Campus
III. Approval of Agenda

Chairman Walters called for a motion to approve the agenda as presented. President Svaldi asked that the agenda be amended to include agenda item VI-D “HACU Conference”. Chairman Walters called for a motion to approve the agenda as amended. Vice Chairman Rice moved the motion. Trustee Darricades seconded. The motion passed unanimously.

IV. Public Comment

Dr. Melissa Freeman, faculty with the School of Business, introduced her Public and Non-profit Management class members that were present to observe the proceedings of the meeting. She explained that the focus of study for the week was “governance boards” and intends to incorporate discussion related to the board meeting into future class assignments. Members of her class then briefly introduced themselves.

Mr. Patrick Roybal, IT Professional and Colorado WINS liaison for Adams State, presented a signed petition on behalf of the 77 staff members of Adams State showing their support for President Svaldi’s continuation as President. He noted that not all those who signed the petition were Colorado WINS members.

V. Approval of Consent Agenda

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

- August 28, 2009 Board of Trustees Regular Meeting Minutes

Trustee Bachicha moved the motion. Trustee Rice seconded. The motion passed unanimously.

***The meeting recessed at 9:33 a.m. to allow members of the Board to attend various committee meetings which were held concurrently. ***

Open Session Resumes

Regular Board Business Meeting Resumes with the following board members present:

Chairman Tim Walters       Trustee Montoya
Vice Chair Rice             Trustee Scoggin
Trustee Bachicha            Trustee Valdez
Trustee Darricades          Faculty Trustee Armstrong
Trustee Griffin             Student Trustee Pryor

Please note: The following was added with Board acquiescence.
Tour of the Community Partnerships Building

Mary Hoffman, Exec Director of Community Partnerships, gave a brief tour and history of the newly renovated Community Partnerships Building. She explained that the renovations were funded by the HUD Office of University Partnerships, the Boettcher Foundation and the Gates Family Foundation. It was completed in “phases” due to the timing of the funding from the different entities. Additionally, Ms. Hoffman informed the Board that an additional $600,000 grant from HUD had just been awarded which will provide three years worth of operational expense funding. The mission of Community Partnerships is to connect the greater community with Adams State through three main programs: Eco-organizing Program, a Finance Program aimed at assisting youth in the understanding of good financial management, and the Business Support Program that is tailored to both vocational and rehabilitation.

VI. Action

A. Approval of Board Resolutions Associated with 2004A Series Bond Refunding

Bill Mansheim, Vice President for Finance and Administration, explained to the Board that due to favorable market conditions in the tax-exempt municipal bond markets, Adams State is considering refinancing the College’s 2004A Series revenue bonds and to pursue an additional $7.7 to $8 million in new financing to accomplish housing renovations and other contracts including an energy performance retrofit, the construction and equipping a multi-use community room, and the remodeling of Coronado D wing and the south wing of Girault Hall. It was noted that the issuance is not associated with revenues generated from the student capital fee.

Mr. Mansheim further explained that maximum flexibility is needed heading into the municipal bond market and requested delegated authority to the Vice President for Finance and Administration and to the President of the College to act as “Board Representatives” upon consultation with the College’s financial advisors and bond underwriters, and within certain parameters, the authority to determine whether or not to pursue financing.

Chairman Walters called for a motion to approve the Board Resolution Associated with 2004A Series Bond Refunding as presented. Trustee Bachicha read and motioned to approve the recommendation as presented by the Finance and Audit Committee as follows: *ASC Administration recommends that the Board of Trustees give the delegation of authority requested above to enable Administration to initiate the legal and fiscal due diligence necessary to prepare documents for Board Approval prior to entering the bond market.* Trustee Montoya seconded. The motion passed unanimously.

B. Approval of Campus Card Capital Outlay Cash Spending Request

Bill Mansheim, Vice President for Finance and Administration, informed the Board that the Adams State College Auxiliary Services is seeking board approval to replace the outdated Campus Card system. The current system’s software and hardware components are outdated and are no longer supported by the vendor. The request would include the upgrade/replacement of the software, server, POS computers, ID equipment, retail and
dining readers, etc. The funds would be taken from the Student Union Building fund which will be replaced by revenues from this fiscal year.

Trustee Bachicha called for a motion to approve the recommendation as presented by the Finance and Audit Committee as follows: *ASC Administration recommends that the Board of Trustees approve the expenditure of $30,000 in cash reserves for the above described Campus Card upgrade project. Sound fiscal management over the last four fiscal years has enabled the Board to invest in campus infrastructure while maintaining reasonable cash reserves. This cash outlay will be replaced by net revenues from this fiscal year.* Trustee Griffin moved the motion. Trustee Darricades seconded. The motion passed unanimously.

C. Approval of Student Computing Technology Enhancement Capital Outlay Cash Spending Request

Bill Mansheim, Vice President for Finance and Administration, addressed the Board with regard to the campus’ bandwidth. As a result of the large student enrollment, there is a need to increases the campus bandwidth from 45Mbps to 95Mbps to lessen the strain on the current bandwidth demand. In order to accommodate the increase, new equipment and licensing would have to be purchased at a cost of $31,463. Mr. Mansheim also noted that the purchase of redundant storage for the second Banner DB server is needed to provide a fully capable Banner development server that can also be used as a production backup server in the event the production server were to fail. The additional storage would cost $16,237. Additional ongoing expenses in the amount of $27,000 as a result of midyear licensing and maintenance fees related to the upgrades will be offset by student technology fee revenue.

Trustee Bachicha called for a motion to approve the recommendation as presented by the Finance and Audit Committee as follows: *to approve the expenditure of one-time Capital Outlay funds of $47,700 and a budget amendment to increase general fund revenue by $12,000 and institutional support expenses by $12,000.* Trustee Darricades seconded the motion. The motion passed unanimously.

VII. Information

A. Finance and Audit Committee Report

Trustee Bachicha and Vice President Bill Mansheim gave a brief Finance and Audit Committee Report. Mr. Mansheim summarized the financials for the institution and presented year-to-year comparison summaries to the Board. He noted that bond proceeds for capital construction projects have not been expended resulting in higher fund balances, but overall the institution is financially strong. Trustee Bachicha emphasized to the Board that even though the institution is in good financial standing, Federal stimulus funds will be in place for the next two years only and it is possible that state monies will not be available once the Federal funds end. Continued sound fiscal management of the institution is necessary.
B. Academic and Student Affairs Committee Report

Trustee Rice presented a report on items discussed in the Academic and Student Affairs Committee meeting. She informed the board that the Strategic Planning Committee is in the process of updating the institution’s current strategic plan and briefly explained the committee’s processes and timelines. The final updated plan is scheduled to be published by January 2010. She noted that the goal of the Strategic Planning Committee is to develop a new strategic plan that will actively guide the Campus as it moves forward.

The Committee also discussed the efforts that are being made to keep the current enrollment momentum going. Recruitment of new students is ongoing with visits to college fairs and schools. New ideas are being implemented for continued growth including a Merit Scholarship and an Intersession Program.

Additionally, the Committee was presented with an Extended Campus report for AY08-09. Enrollment in the program exceeded 28,000 enrollments with over 16,000 unduplicated students and $4.6 million in revenues of which approximately $300,000 supports salaries outside the Extended Campus department, $292,000 goes towards supplemental salaries to faculty who teach Extended Campus courses, and approximately $64,200 in revenue sharing. 13 new certificate programs have been developed as a continuation of the department’s ongoing strategic initiatives towards diversification. Diana Wenzel, Associate Provost for Extended Studies, was recently appointed to the Governor’s Concurrent Advisory Board.

C. President’s Report

Dr. David Svaldi gave a brief President’s Report to the Board. Some items reported were his recent meeting at the National Science Foundation who is trying to reach out to Minority Serving Institutions (MSI) like Adams State; a recent meeting with the Office of Surface Mining Reclamation and Enforcement who is interested in partnering with ASC for possible training opportunities for ASC Faculty and students, internships and future employment opportunities; the awarding of a $100,000 Teach Colorado grant that provides tuition scholarships for Teacher Education students; the awarding of a $600,000 grant from HUD to Community Partnerships which will help ensure the operation of the program for the next three years; the awarding of a $280,928 grant from the US Department of Education which will help develop a new Graduate program for a Masters in Higher Education aimed primarily at Hispanic students to help develop Hispanic leadership; the Higher Learning Commission site visit scheduled for October 12 – 13, 2009; the college-wide “Day of Reflection” taking place on October 29, 2009 which is a day designed to allow the institution to examine its progress and determine ways to improve; a “Talk Straight with Adams State” open forum is scheduled on October 15, 2009 with the topic “How state budget cuts will affect you”; and the recent resignation of David Skaggs, Director of the Department of Higher Education.

D. Proposed Name Change Report

Michael Mumper, Provost, gave an update on the progress of the proposed name change of the institution. He provided the Board with hard-copies of data collected from various data-collecting mechanisms used to obtain opinions from faculty, staff, students and alumni regarding the proposed name change from “Adams State College” to “Adams State University”. It was reported that the majority of those who responded were in favor
of the name change. The Board continued discussing the proposal including advantages and disadvantages, cost of rebranding and marketing, logistical concerns, accreditation requirements, and legislative timelines. Dr. Mumper pointed out that a large number of 4-year institutions across the country are changing their names from “college” to “university” which might be creating confusion among potential students as “college” is being associated with a 2-year institution and “university” with a 4-year institution. Colorado is one of the few states that has not followed this change. It was suggested that the proposal be incorporated into the institution’s strategic plan and a strong marketing plan be set into place prior to making any decisions. The Board agreed to review the information and readdress the proposal at a future meeting.

E. First Reading of the Proposed Amendment to the Faculty Handbook – Section X.A Sabbaticals

Matt Nehring, Professor of Physics and Chair, presented a redline version of proposed changes to the Faculty Handbook, section X.A. Sabbaticals for the Boards perusal. The proposed changes adds additional criteria for sabbatical plan submission, requires that the administrative recommendations accompany the plan through all levels of the approval process including the Board of Trustees, and identifies factor to be considered in the approval process. The board briefly reviewed the proposed amendments. The proposal will be presented for a seconded reading at the next board meeting.

VIII. Executive Session

There was no Executive Session held.

IX. Discussion and Possible Action

A. Presidential Appointment and Evaluation/Trustee Policy Manual Changes

Chairman Walter, Nancy Wahl from the Attorney General’s Office and Frank Novotny, Associate Provost for Academic Affairs, addressed a proposed change to the Trustee Policy Manual regarding a required search at the conclusion of President Svaldi’s 4-year term appointment. The proposed amendment would permit reappointment of President Svaldi, and specifies that in the event of a presidential search, the Board would consult with appropriate members of Adams State College including faculty and academic leadership.

The Board also discussed the proposed amendment to the presidential evaluation process which will be used to assess the overall performance of the president. It was agreed to table the approval of the evaluation process, section 7.3, of the amendment until a future meeting to further refine the language of that process.

Trustee Armstrong asked for clarification in the proposed language as to renewal process. He noted that it does not clearly specify if term renewal is automatic or if it required Board action. Nancy Wahl suggested adding wording to reflect that renewal does requires Board approval.
Chairman Walters called for a motion to amend Section 7.5 as set forth in the proposal with the addition of the phrase “by the Board” at the end of the capitalized language in paragraph IB, second paragraph. Trustee Griffin moved the motion. Trustee Valdez seconded. The motion passed unanimously.

**Please note:** Action item VI-D “HACU Conference was taken out of sequence on the agenda with Board acquiescence.

VI. Action

D. HACU Conference

Trustee Montoya requested financial assistance from the Board to attend the HACU conference in Orland, FL on October 31 – November 2, 2009. He explained that he was able to have the registration fee waived for himself and would be willing to pay his own flight expenses if the institution would be able to cover lodging expenses. After a brief discussion the Board felt that Adams State was already going to be well represented by several Administrators who were going to attend the conference and could not justify the need or additional expense to have a trustee attend. The request failed for the lack of a motion.

X. Adjournment

Chairman Walters adjourned the meeting at 3:31 by board acquiescence.