The Trustees for Adams State College convened a regular meeting on Thursday, October 4, 2007 on the campus of Adams State College, Student Union Building, rooms 130/127.

I. The meeting was called to order by Chairman Walters at 2:03 p.m.

II. Roll Call

Board of Trustees

Chairman Walters – Present
Trustee Lamm – Present
Trustee Bachicha – Present
Trustee Darricades – Present
Ramon Montoya – Present
Trustee Reeser – Excused
Trustee Saltzman – Present
Trustee Scoggin – Present
Trustee Valdez – Present
Faculty Trustee Armstrong – Present
Student Trustee Martin – Present

ASC Staff, Students and Others

Jesus Altamirano – AS&F
Kamal Ararso – AS&F
Benita Brink – Biology
Ashlie Cogburn – AS&F
Hew Hallock – Valley Courier
Heather Heersink – Budget Office
Erin James – AS&F
Gary Jones – Facilities Services
Melissa Kam – AS&F
Bruce Landis – Institutional Advancement
Bill Mansheim – Finance & Administration
Ken Marquez – Student Affairs
Teri McCartney – Graduate Studies
Erin Minks – Congressman Salazar’s Office
Michael Mumper – Provost Office
Mike Nicholson – Computing Services
Frank Novotny – Academic Affairs
Tracy Rogers – Human Resources
LeRoy Salazar – Community
Craig Salmon – AS&F
Bill Schlaufman – Finance and Administration
Spencer Shirk – AS&F
Sandra Starnaman – Extended Campus
David Svaldi – Office of the President
James Trujillo – Office of the President
Patrick Vigil – AS&F
Julie Waechter – Communications
Andrew Ward – Student
Nancy Wahl – Attorney General’s Office
Jenny Yund – Budget Office
III. Approval of Agenda

Chairman Walters called for a motion to approve the agenda with the following amendments: Agenda Item IV-C – “Salazar Resolution” be moved to Item IV-A; the addition of Agenda Item IV-H “Appointment of Trustee Darricades to the Finance and Audit Committee”. Trustee Montoya moved the motion to approve the agenda as amended. Trustee Scoggin seconded. The motion was approved unanimously.

IV. Action Items

A. Salazar Resolution

Trustee Scoggin read and presented a written resolution on behalf of the entire Board to acknowledge his involvement in Trustee activities throughout his appointment and his continuing support to the community and the State of Colorado. Mr. Salazar briefly addressed the Board and thanked them for the opportunity to serve on the Board.

Please note: Action item IV-C was taken out of sequence on the agenda, with Board acquiescence.

C. Swearing in of New Trustees

Jeanne “Gigi” Darricades of Alamosa, CO was sworn in as a new trustee for Adams State College, filling the vacancy occasioned by the resignation of Kathleen S. Eck of Vail, CO. Trustee Darricades’ term expires December 31, 2007.

Stephen A. Valdez of La Jara, CO was sworn in as a new trustee for Adams State College, filling the vacancy occasioned by the resignation of LeRoy J. Salazar of Manassa, CO. Trustee Valdez’s term expires December 31, 2009.

Tanya Martin of Alamosa, CO was sworn in as the new Student Trustee for Adams State College. Student Trustee Martin’s term expires June 30, 2008.

B. Approval of the August 23, 2007 Board of Trustee Regular Meeting Minutes

Chairman Walters called for a motion to approve the minutes from the August 23, 2007 Board of Trustee regular meeting as submitted. Trustee Montoya moved for approval. Trustee Valdez seconded. The motion passed unanimously, with Trustee Scoggin noting an abstention. The Board requested that a draft copy of the minutes for future meetings be sent to each Board member via e-mail as soon as possible following the meeting. Please note: The agenda item and motion for approval of the August 2007 regular meeting minutes contained a technical error in the date. The minutes approved by the Board are dated August 24, 2007, which is the correct date for the meeting.
D. Organizational Chart Approval

Dr. Michael Mumper, Provost, presented a revised organizational chart relating to those individuals reporting to the Provost for Board approval. The proposed revision more clearly defines the Provost’s responsibilities, makes changes to several position titles, improves communication and coordination on campus, and reduces the number of direct reports to the President allowing time for the President to work more closely with external constituencies. Chairman Walters called for a motion to approve the revision to Provost’s organizational chart dated “As of September, 2007”. Trustee Montoya moved the motion. Trustee Lamm seconded. The motion passed unanimously.

E. 2nd Reading and Adoption of the Faculty Handbook Revision

Nancy Wahl from the State Attorney General’s Office, and Benita Brink, Faculty Senate President, presented a 2nd draft version of the Faculty Handbook for approval and briefly explained the revision process that Faculty Senate followed. Ms. Wahl noted an additional revision needed in Chapter VII, page 50, section “d”, Subsection “i”, “ii” stating there should be an “or” between subsections “i” and “ii”. Chairman Walters called for a motion to approve the 2nd draft of the Faculty Handbook as amended. Trustee Valdez moved the motion. Trustee Bachicha seconded. The motion passed unanimously.

Please note: Discussion item V-A was taken out of sequence on the agenda, with Board acquiescence.

V. Discussion Items

A. Conference Call with Congressman John Salazar/Washington D.C. Update

Congressman John T. Salazar participated in the Board meeting telephonically to give a brief update on legislative issues and various appropriation requests. He noted that the appropriation requests for the Agriculture Program and the Ginger Bread Learning Center were rejected due to lack of funding, however the H.R. 2669 College Reduction Act passed and was signed into law making it the largest increase in college aid since the G.I. Bill.

Agenda Resumes

IV. Action Items (Cont’d)

F. Approval of Ginger Bread Learning Center Lease Agreement

Bill Mansheim, Vice President of Finance and Administration, presented a lease agreement between the Ginger Bread Learning Center and Adams State College for Board approval. The Ginger Bread Learning Center is an independently owned, non-profit organization located on campus and housed in a College-owned facility. It has had an informal letter of agreement with the College executed in the early 1970’s that was not adequate to formalize the business relationship between the two entities. The proposed lease would formalize the existing
relationship. Trustee Scoggin moved to approve the lease agreement as presented. Trustee Darricades seconded. Trustee Saltzman asked for an explanation why the Board was being asked to approve a lease agreement that had already been signed and executed. Nancy Wahl from the State Attorney General’s Office noted that the Trustee Policy Manual requires the Board to approve all licenses and lease agreements. The Board would actually be ratifying the agreement. Trustee Bachicha amended the previous motion to reflect that the Board was ratifying the lease rather than approving. Trustee Scoggin seconded the amended motion. The motion passed unanimously.

G. Approval of Mission of Mercy License Agreement/Delegation of Signature Authority to President

Nancy Wahl from the State Attorney General’s Office presented a draft license agreement for the Colorado Mission of Mercy event taking place on campus October 18 – 21, 2007. The event will provide free dental care and is open to anyone who is without dental insurance or in a low-income situation and is expected to serve more than 1,500 people. The agreement contains certain areas that are intentionally left blank and will need to be filled in at a later date once the details are finalized. Ms. Wahl recommends Board approval of said licensing agreement and to delegate the President full and complete authority to finalize and execute the agreement on behalf of the Board. Trustee Bachicha commented that Plachy Hall serves more than just sporting events and the Colorado Mission of Mercy is just one example of how the facility is used to its fullest potential. Chairman Walters called for a motion to approve the Mission of Mercy License Agreement and to delegate signature authority to the President on behalf of the Board to execute said agreement. Trustee Montoya moved the motion with Trustee Bachicha seconding. The motion passed unanimously.

H. Appointment of Trustee Darricades to the Finance and Audit Committee

Chairman Walters called for a motion to appoint Trustee Darricades to the Finance and Audit Committee. Trustee Saltzman moved the motion. Trustee Bachicha seconded. The motion passed unanimously.

V. Discussion

B. Formation of Academic Affairs Committee

Dr. Michael Mumper, Provost, presented a proposal to the Board to establish a new standing committee on “Academic and Student Affairs” which would allow the Board to provide more focused leadership and effective oversight of the academic affairs of the College. Some of the functions and activities of the proposed committee could include the review and approval of new minor, major and distance degree programs, review new academic hires, and review and recommend tenure decisions to the Board. The committee would meet at the same time the Finance and Audit Committee meets during each Board meeting and then report at the regular Board business meeting. After brief discussion, the Board agreed that the committee would be beneficial to the College and asked for a more formal proposal to be presented for approval at the next Board meeting.
VI. Information

A. President’s Report

Dr. David Svaldi gave a brief President’s Report to the Board. Some items reported were the recent CEO meeting and the ongoing discussion of funds allocation; an upcoming trip to Washington, D.C. with Bruce Landis, Vice President of Institutional Advancement, to pay visits to various legislators and alumni; a recent unexpected visit by Bill and Joan Porter to the campus; an increase in the Pell Grants amounts through the year 2012; a decrease in Federal student loan interest rates; the ASC Cross Country team recent competition in the Stanford Invitational with the women’s team taking second place and the men’s team finishing 4th; and the Adams State College Foundation implementation of a “Giving Challenge” as a means of increasing unrestricted funds given to the institution in terms of new or increased giving.

B. Enrollment Update

Dr. Michael Mumper, Provost, gave a brief update regarding Enrollment Management. He confirmed that the target enrollment numbers for fall were surpassed for first-time, full-time freshman, however total undergraduate enrollment is down slightly as a result of a drop in the number of continuing students. The total number of credit hours taken per student is greater than that of last year indicating that there are slightly fewer students taking more classes. The number of enrolled, non-resident students has increased over last year’s enrollment. On-campus graduate student enrollment has increased as well as online graduate student enrollment which increased by 60%, however off-campus graduate cohort enrollment has decreased primarily in the Teacher Education program due to increased competition and lack of Federal grant funds that helped to attract students.

C. Extended Campus Update

Dr. Sandra Starnaman provided the Board with a printed Comparative Enrollment Report for the Extended Campus. Comparative figures indicate that enrollment in Extended Studies has met or exceeded enrollment numbers from last year. Additionally, a target enrollment projection report was provided to give an indication as to where the Extended Campus wants to be in the future and to be used to set base figures.

VII. Public Comment

Jesus Altamirano from the Adams State College Model United Nations presented a proposal to the Board for funds needed for the club in attend the National model United Nations Conference in New York City on April 22 – 26, 2008.

VIII. Executive Session

Chairman Walters called for a motion to convene an executive session pursuant to §24-6-402(3)(b)(I), C.R.S. for the purpose of discussing certain employment matters personal to particular employees and/or pursuant to §24-6-402(3)(a)(II), C.R.S. to meet with the Board’s attorney to discuss pending or imminent court action and to receive legal advice on specific legal questions and/or pursuant to §24-6-402(3)(a)(I), C.R.S. to discuss the purchase of property for
public purposes or the sale of property at competitive bidding. Trustee Bachicha moved the motion. Trustee Valdez seconded. The motion passed unanimously. The Board convened in executive session and the public was excused. Bill Mansheim, Vice President of Finance and Administration and Dr. Michael Mumper, Provost, were asked to participate in the executive session discussions.

Open Session Reconvenes

IX. Discussion and Possible Action

No discussion or action was held/taken.

X. Adjournment

Chairman Walters called for a motion to adjourn. Trustee Montoya moved. Trustee Bachicha seconded. The motion passed unanimously. The meeting adjourned at 3:57 p.m.