Approved Meeting Minutes  
Board of Trustees for Adams State College  
December 17, 2010  
Student Union Building  
Adams State College  
Alamosa, CO 81102  

The Trustees for Adams State College convened a regular meeting on December 17, 2010 on the Adams State College campus, Student Union Building.

I. Call To Order  
The meeting was called to order by Chairman Walters at 10:16 a.m.

II. Roll Call  

Board of Trustees  
Chairman Tim Walters – Present  
Vice Chair Valdez – Present  
Trustee Darricades – Present  
Trustee Griffin – Present  
Trustee Montoya – Present  
Trustee Rice – Present  
Trustee Arnold Salazar – Present  
Trustee LeRoy Salazar – Present  
Trustee Scoggin – Excused  
Faculty Trustee Armstrong – Present  
Student Trustee Scally – Present

ASC Staff, Students and Others  
S. Masood Ahmad – SE&S  
Andrea Benton-Maestas – IR  
Duane Bussey – ASC Foundation  
Eric Carpio – Admissions  
Tracy Doyle – Music Department  
Carol Guerrero-Murphy - ETC  
Don Johnston – Graduate School  
Robbie Lopez – Rex Activity Center  
Tammy Lopez – ASC Foundation  
Oneyda Maestas – SE&S  
Bill Mansheim – Finance and Admin.  
Ken Marquez – Asst. VP for Student Affairs  
Isabel Medina-Keiser - OEO  
Michael Mumper – Enrollment Management  
Frank Novotny - Academic Affairs  
Robin Pryor – Student  
Walter Roybal – Extended Campus  
Bill Schlaufman – Business Office  
David Svaldi – Office of the President  
Jessica Salazar – Attorney General’s Office  
James Trujillo – Office of the President  
Erik van de Boogaard - Facilities  
Julia Wilson – Valley Courier  
Julie Waechter – Office of the President

III. Approval of Agenda  
Chairman Walters called for a motion to approve the agenda as submitted. Trustee Darricades moved the motion. Trustee Rice seconded. The motion passed unanimously.
IV. Public Comment

No one signed up for public comment.

V. Consent Agenda Items

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

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

VI. Action Items

A. Approval of the Masters of Arts in Music Education - MUED

Tracy Doyle, Music Department Chair, and Jamie Van Valkenburg, Assistant Professor of Music/Band Director, present a proposal for the approval of an on-line Master of Arts in Music Education degree.

It was explained that great demand exists for a degree of this type and many case studies and comparative analyses were performed in developing the proposal. The proposed degree will utilize the cohort model and offer two tracks. The first track would be delivered entirely on-line with a required three-day summer residency at the beginning of the program. The second track would be a combined online/on-campus program. Students would enroll in the same online core and supporting courses as the first track, however in lieu of electives, students in this track would choose an area of concentration in performance, composition or conducting. These courses would be delivered face-to-face and require a two-semester residency in addition to the summer residency at the beginning of the degree program.

The Board discussed at length enrollment criteria, logistics, and budgetary concerns and then called for a motion to approve the Masters of Arts in Music Education degree plan as presented. Trustee Arnold Salazar moved the motion. Trustee LeRoy Salazar seconded. The motion passed unanimously.

B. Naming of the ESS Building

Bill Mansheim, Vice President of Finance and Governmental Relations, presented a proposal to name the Education and Social Studies Building (ESS Building) the “John E. McDaniel Hall” in honor of Emeritus Professor of History, Dr. John E. McDaniel. Mr. Mansheim presented a brief biography of Dr. McDaniel’s career including his 40 years of teaching at Adams State College and numerous contributions.

Several Board members voiced their support of the proposal and of Dr. McDaniel. Chairman Walters then called for a motion for the approval of the naming of the
Education and Social Studies Building (ESS Building) the “John E. McDaniel Hall”. Trustee Montoya moved the motion. Trustee Darricades seconded. The motion passed unanimously.

The Board then toured the newly dedicated building on its last day prior to it undergoing major renovations. It is expected to reopen in early August 2011.

C. Tour of Nursing Simulation Laboratory

Members of the Board of Trustees toured the new Nursing Simulation Laboratory where they were given an overview of the nursing program and demonstrations were given using the latest in simulation technology.

The meeting recessed at 12:15 p.m. to allow members of the Board to break for lunch.

Meeting reconvenes with the following Board members present:

Chair Walters
Vice Chair Valdez
Trustee Darricades
Trustee Griffin
Trustee Montoya
Trustee Rice
Trustee Arnold Salazar
Trustee LeRoy Salazar
Trustee Scoggin (via phone)
Faculty Trustee Armstrong
Student Trustee Scally

Prior to continuing with the second half of the agenda, President Svaldi took a few moments to introduce Dr. Carol Guerrero-Murphy, Professor of English, who will be assuming the role of Faculty Trustee starting January 2011. Current Faculty Trustee Armstrong resigned his position as of December 31, 2010 due to his starting of his Sabbatical in the spring of 2011. Both the Board and the Adams State College Faculty Senate opted for a replacement Faculty Trustee to ensure continuity on the Board.

VII. Information

A. Proposed 2011-12 Board of Trustees Meeting Schedule

James Trujillo, Executive Assistant to the President/Board of Trustees, presented a proposed 2011-12 Board of Trustees meeting schedule for the board’s review. Mr. Trujillo noted that no meeting is usually held in the month of September, however due to the Homecoming schedule for 2011, the meeting will be held one week earlier to coincide with Homecoming activities. The Board briefly discussed the proposed schedule including possible dates and locations for the annual planning session. It will be presented at the next board meeting for approval.
B. FY10-11 Period 5 Financial Statement

Bill Mansheim, Vice President for Finance and Governmental Relations, reviewed the FY10-11 Period 5 Financials. He discussed with the board various comparative balance sheet and income statement figures from the same period last year. He noted that the cash balance reflects current bond proceeds and will decrease as those proceeds are spent. Revenue is up by approximately 15% due to enrollment growth and an increase in Extended Campus revenues. He also noted that the institution’s Federal stimulus funds were cut by $1.1 million.

C. ASC Foundation Update

Duane Bussey, Adams State College Foundation Board President, and Tammy Lopez, Executive Director of the Adam State College Foundation, briefly reviewed the Foundation’s financial “Statement of Position” as of September 30, 2010, and shared information regarding the financial makeup of the Foundation including annual contributions, Grizzly Club management, endowments, scholarship support/management, and various fundraising efforts across campus.

D. Enrollment Update

Michael Mumper, Senior Vice President for Enrollment Management and Program Development, informed the Board that spring registration for undergraduates are approximately 3% ahead of last year’s numbers, although he noted the difficulty in being able to accurately predict enrollment numbers given that many students are undecided on the direction they will choose regarding their education. Graduate registration is strong and this year will see the first graduating class from the MBA program. Additionally, the HEAL Program will be starting its second cohort.

In looking at fall applications, Dr. Mumper explained that last year an organization called College in Colorado designated the month of November as “College Application Month.” Colleges were asked to waive application fees for that month which resulted in a large influx of applications being submitted to colleges state-wide. High school counselors were advising students to apply to as many schools as possible regardless of their true intent to attend. This year the program was not implemented, thus the number of applications received to date will be less than that of last year.

E. Capital Construction Update

Erik van de Boogard, Associate Vice President for Facilities Planning, Design & Construction, updated the Board on the ongoing capital construction projects on campus. He informed the Board that to date more the $25 million dollars of physical improvements to the campus have been done including, but not limited to, the Nursing Simulation Laboratory, the Grizzly Testing and Learning Center, the Rex Activity Center exterior wall rehabilitation, the restricting of streets, new parking lots, new athletic fields, new ropes course, the new loading dock at the Student Union Building, 3 wings of residence halls remodeled, the remodeling of the dining hall and corridor in the Student Union Building, and a new residence hall with many site improvements.

Although the new residence hall is occupied by students, the institution is still awaiting the final completion of the residence side of the building as well as the south end stadium.
portion of the building. As of meeting time, Mr. van de Boogard anticipates at least another month of construction before it would be available for occupancy. Additionally, he noted that many aspects of the project are being delayed due to weather conditions as warmer weather is needed for products to cure properly as well as the completion of various landscaping projects.

Leon Memorial Concert Hall renovations are nearly complete. New seating is scheduled to be installed at the beginning of January and notification of the delivery of the new lighting fixtures are in route to the campus.

Design processes are ongoing for the renovations of McDaniel Hall (formally the ESS Building) and the Music Building. All contracts are in order and a notice to proceed for the McDaniel Hall project has been issued and will commence on Monday, December 20, 2011. Contracts for the renovation of the Music Building will go out to bid with an anticipated start date of mid-March or early April.

F. Hispanic Serving Activities and Assessment/CASA Update

Ken Marquez, Assistant Vice President for Student Affairs, Oneyda Maestas, Student Engagement and Success Program Coordinator, and Andrea Benton-Maestas, Senior Analyst, gave a Power Point presentation on the activities that the Cultural Awareness and Student Achievement (CASA) group has accomplished over the past several years.

G. President’s Update

Dr. David Svaldi gave a brief President’s Report to the Board. Some items reported included: the new President of the National Collegiate Athletic Association (NCAA), Dr. Mark Emmert, was the director of Adams State’s Department of Financial Aid in 1979-1980; the holding of a “Campus Town Hall” meeting which had 63 attendees; the record setting attendance of the semi-annual “Late Night Breakfast” for students held during finals week that had 609 students attend; the success of the theatre production of “The Little Match Girl”; the tribute/dedication of the Joe I. Vigil statue; the attending of the JBC hearing and CCHE meeting and the presenting of the institution’s Financial Accountability Plan to the Department of Higher Education; the men’s cross country team winning their 3rd consecutive national championship and the women’s team placing 3rd and being recognized as the team with the highest GPA out of the 24 teams participating in the national championship competition; the hosting of the Future Farmers of America state convention in early June which will attract over 3,000 attendees and the hosting of the 2011 Colorado High School Coaches Association’s All-State games which will attract more than 4,000 attendees; the scheduled grand opening celebration for the north campus on May 13, 2011; and the Model United Nations Program receiving partial scholarships to attend the MUN conference in Rome this summer.

H. Faculty Trustee Update

Faculty Trustee Armstrong provided a hard copy of a “Shared Governance Survey” that was administered to ASC faculty and briefly reviewed some of the results. Additionally he thanked the Board for their support and conveyed his enjoyment in serving as Faculty Trustee. Chairman Walters, on behalf of the entire Board, thanked him for his time and dedication to the Board and wished him well on his upcoming Sabbatical.
I. Student Trustee Update

Student Trustee Scally informed the Board that at a recent AS&F Senate meeting, the executive board discussed methods to improve communications to the campus and opted to create a new website that will have up-to-date information and a blog. He also reported that AS&F held a meeting for Faculty in an attempt to gather feedback and encourage participation by faculty members in AS&F and pointed out that it is the Associated Students AND Faculty. Additionally, Student Trustee Scally also informed the Board that AS&F bylaws provide “that the highest ranking graduating member of the AS&F government shall give the student greeting at the commencement ceremony”, however discussions are ongoing to change the designation of that individual to that of the valedictorian of the graduating class. He will update the Board on future decisions regarding the student commencement speaker.

VIII. Executive Session

Chairman Walters called for a motion to convene an executive session pursuant to §24-6-402(3)(b), C.R.S. for the purpose of discussing certain employment matters personal to particular employees and pursuant to §24-6-402(3)(a)(II) C.R.S. to meet with the Board’s attorney to discuss pending court action and/or to receive legal advice on specific legal questions. Trustee Rice moved the motion. Trustee Darricades seconded. The motion passed unanimously and the public was excused.

IX. Possible Action

None.

X. Adjournment

The meeting was adjourned at 4:17 p.m. by acquiesce.