The Trustees for Adams State College convened a meeting on Friday, December 18, 2009 on the campus of Adams State College, Student Union Building, room A130/127.

I. Call To Order The meeting was called to order by Chairman Walters at 9:12 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 – Excused
Trustee Valdez – Present
Faculty Trustee Armstrong – Present
Student Trustee Pryor – Present

ASC Staff, Students and Others

Charlotte Bobicki – Sen. Bennet’s Office
Heather Heersink – Budget Office
Don Johnston – Graduate School
Bill Mansheim – Finance and Administration
Ken Marquez – Student Affairs
Larry Mortensen – Athletics
Michael Mumper – Provost’s Office
Frank Novotny – APAA
Bill Schlaufman – ASC Business Office
David Svaldi – Office of the President
James Trujillo – Office of the President
Julie Waechter – Office of the President
Julia Wilson – Valley Courier
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. Trustee Darricades moved the motion. Trustee Valdez 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 items as submitted which included the following:

- October 2, 2009 Board of Trustees regular meeting minutes
- October 13, 2009 Board of Trustees special meeting minutes
- December 1, 2009 Board of Trustees special meeting minutes

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

***The meeting recessed at 9:22 a.m. to allow members of the Board to attend various committee meetings which were held concurrently. ***

Regular board business meeting resumes with the following board members present:

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

VI. Action

A. Approval of the Campus Card capital outlay cash spending request

Trustee Bachicha, co-chair of the Finance and Audit Committee, informed the Board that the committee unanimously agreed to recommend the Board of Trustees approve the request of the expenditure of $50,000 in cash reserves to replace and upgrade 14 exterior door entrances to the residence halls noting safety and operational concerns. In addition, card swipe door access systems will be replaced and managed by one complete software system which will improve student convenience and safety and will eliminate the current maintenance fees required of the current exterior door management system.

Chairman Walters called for a motion to approve the Campus Card capital outlay cash spending request for $50,000 as presented. Trustee Griffin moved the motion. Trustee Darricades seconded. The motion passed unanimously.

B. Approval of the outsourcing of maintenance of the Marvel House

Trustee Bachicha, co-chair of the Finance and Audit Committee, reviewed a request presented to the Committee for contracting for maintenance of the Marvel House. He explained that due to the age of the structure, there is ongoing need for maintenance and upkeep of the residence. Facilities Services’ has been reduced and is not always able to
address the needs of the current tenants in a timely manner as its main focus is academic buildings and student residence halls, thus prompting the need for contracting for the maintenance. The proposal would be to budget $12,000 per year for the ongoing maintenance of the premises with the unused balances rolling forward each year. The Finance and Audit Committee unanimously agreed to recommend the Board of Trustees approve the request.

Chairman Walters called for a motion to approve contracting for the maintenance of the Marvel House in the amount of a $12,000 annual budget. Trustee Griffin moved the motion. Trustee Darricades seconded the motion. The motion passed unanimously.

C. Approval of new course specific fees

Trustee Bachicha, co-chair of the Finance and Audit Committee, explained to the Board that the art department is proposing adding course specific fees to various courses. These fees provide students with course materials such as chemicals, glazes and other consumables and ultimately lowers their overall cost of taking the class as the supplies can be purchased by the college in bulk at much better rates than if the students were to purchase them on their own. The Finance and Audit Committee unanimously agreed to recommend the Board of Trustees approve the request.

Chairman Walter called for a motion to approve the new course specific fees as presented. Trustee Darricades moved the motion. Trustee Bachicha seconded. The motion passed unanimously.

D. Approval of the reappointment of the President

Nancy Wahl from the Attorney General’s Office explained that due to the recent removal of the term limitation language for the president in the Trustee Policy Manual that had limited the term of the appointment of the president to a four-year term, it is now necessary to officially reappoint the president. Trustee Scoggin, on behalf of the Trustees, noted his full support of the reappointment of President Svaldi and thanked him for all he has done for the institution.

Chairman Walters called for a motion to approve the reappointment of Dr. David Svaldi as President of Adams State College. Vice Chairman Rice moved the motion. Trustee Scoggin seconded. The motion passed unanimously.

E. 2nd reading/adoption of the proposed Faculty Handbook Change/Sabbatical Process

Nancy Wahl from the Attorney General’s Office presented the revised Sabbatical section of the Faculty Handbook for adoption by the Board of Trustees noting that changes proposed by the Board on First Reading have been presented to Faculty Senate. Chairman Walters called for motion to approve the adoption of the proposed changes to the Faculty Handbook regarding the Sabbatical process. Trustee Bachicha moved the motion. Trustee Darricades seconded. The motion was approved unanimously.

President Svaldi noted that the changes to the Sabbatical process are effective immediately and those that will be effected by the change in the policy for the current
year have been given prior notice so they will be aware of the changes once it becomes effective.

**Please note:** The following was added with Board acquiescence.

F. Enrollment based JV sports proposal

Vice Chairman Rice, co-chair of the Academic and Student Affairs Committee, informed the board that the committee was presented with an enrollment-based JV sports proposal which is Phase 3 in the ongoing effort to increase enrollment through new programs. She explained that the proposal was driven by the success of the previous year’s introduction of the new sports programs which benefited the entire campus via an increased enrollment and revenues. In the early 1970, the institution had to eliminate JV programs in order to be compliant with new sports regulations. The proposal would reintroduce JV programs back to the campus and would include men’s and women’s basketball, volleyball, softball, women’s cross country, men’s golf, men’s track and men’s soccer and would compete against junior colleges and other club teams. The projected increase in new student enrollment is 139 with a net general fund increase of $250,000. The costs of the programs would be covered by revenues generated within the programs themselves. The Academic and Student Affairs Committee unanimously agreed to recommend the Board of Trustees approve the request.

Trustee Scoggin asked if there has been any discussion to add additional Varsity sports in light of the success of those Varsity sports programs recently added. Larry Mortensen, Athletic Director, indicated that new Varsity sports programs are being researched for possible consideration in the future.

Chairman Walters called for a motion to approve the enrollment based JV sports proposal as presented. Trustee Montoya moved the motion. Vice Chairman Rice seconded. The motion passed unanimously.

**Please note:** The following was added with Board acquiescence.

Amendment of the Agenda

Trustee Walters called for a motion to amend the agenda to add as an action item the approval of the “Onetime funds for the development of the strategic marketing plan”. Trustee Valdez moved the motion. Trustee Bachicha seconded. The motion passed unanimously.

**Please note:** with Board acquiescence, a call from the institution’s lobbyist was taken.

Legislative Update

Nolbert Chavez, Adams State College Legislative Lobbyist, gave a brief update on the state of Colorado’s economy. He reported that the Legislative Council staff and the Office of State Planning and Budget presented their quarterly forecasts. The report projected a $40 million dollar shortfall for the current year. To date, $600 million dollars
has been cut from the current year’s budget. The projected recovery time will not be until 2012.

Mr. Chavez also reported that the Governor announced the formation of a blue ribbon panel that will be charged with taking a comprehensive look at higher education and making recommendations accordingly. This will be monitored closely so that Adams State might be able to take advantage of any opportunities that might present itself for either administration or the Board to participate.

Additionally, Mr. Chavez briefly updated the Board on ongoing efforts on behalf of the institution at the Federal level which to date has yielded over $500,000.

**Agenda Resumes**

**G. One time funds for the development of the strategic marketing plan**

Vice Chairman Rice, co-chair of the Academic and Student Affairs Committee, informed the Board that the committee was presented with a request for one time funds of up to $250,000 to support the development of a comprehensive strategic long-term marketing plan. She commented that it would require a significant commitment on behalf of the Board to ensure that all the recommendations related to the marketing plan are fully implemented and that the money is not spent in vain.

Provost Mumper further explained that the proposal has three parts. The first part would assess the institution’s current market position, brand attributes and repositioning opportunities. The second part would require a significant amount of market research which would be conducted and integrate the findings of the research into a strategic marketing plan. The third element would be a comprehensive review of the institution’s website and development of more effective e-communication strategies to support the strategic marketing plan. An RFP would be issued to select a firm to assist the institution in the development of a long-term strategic marking plan.

Vice Chairman Rice added that the proposal would eventually be followed by a request for an annual base budget of $200,000 to sustain the strategic plan’s recommendations. The Committee was supportive of the proposal in principle, however due to extensive long term funding commitment, the Committee felt input from the Board as a whole was needed.

Trustees Scoggin and Griffin both suggested that if a marketing plan would be implemented that it be focused strongly on building enrollment. All agreed that it would be necessary to be able to financially sustain and support the recommendations in the future in order to grow enrollment and see a return on the investment.

The Board continued discussion regarding logistics, projections, use of resources and current and future economic factors and concluded that more information on the processes and timelines are needed. Dr. Mumper agreed to develop a draft RFP to be presented to the board for consideration and approval.
Chairman Walter called for a motion for the approval of the developing of an RFP for the strategic marketing plan to be presented to the Board for consideration at a later date. Trustee Montoya moved the motion. Trustee Valdez seconded. The motion passed with Chairman Walter and Trustee Scoggin voting against. No funds were committed to this proposal at this time.

VII. Information

A. Finance and Audit Committee Report

Trustee Bachicha, co-chair of the Finance and Audit Committee, gave a brief Finance and Audit Committee Report. He summarized the financials for the institution and presented year-to-year comparison summaries from the institution’s balance sheet and income statements to the Board. He noted that there was a positive variance of approximately $18 million dollars which accounts for unspent bond proceeds and a positive variance on the balance sheet of $6.3 million dollars. Additionally, in reviewing the 4 Year Budget Outlook, he pointed out that the projected cuts in State funding will have a negative impact on the institution’s reserves. He reminded the Board that Federal stimulus monies might not be available in the future and continued sound fiscal management of the institution is necessary for sustainability of the institution. He added that the college was very fortunate to have such competent financial and budget personnel working on behalf of the institution.

B. Academic and Student Affairs Committee Report

Trustee Rice presented a report on items discussed in the Academic and Student Affairs Committee meeting. In addition to continued discussion on the strategic marketing plan, she informed the board that current enrollment figures for the spring semester of 2010 is 200 students ahead compared to the same time last year and that numbers from last semester’s record enrollment remains strong in terms of retention. Dr. Mumper noted that enrollment for spring is ongoing and final enrollment numbers will be known mid January 2010.

C. President’s Report

Dr. David Svaldi gave a brief President’s Report to the Board. Some items reported were the receipt of a draft HLC Accreditation/Focused visit report which praised the institution for the efforts in addressing issues raised in the comprehensive visit of 2 years ago; the invitation from the Committee on Citizen Awareness to tape a short interview which will be included on a DVD “The US Congress and You” which will be distributed to high schools nation-wide; an update on the progress of the drafting of a new MOU between Adams State College and the Adams State College Foundation; the ASC cross country men’s and women’s teams once again winning nationals and Coach Damon Martin being recognized as “Cross Country Coach of the Year” for the 17th time to date; negotiations between the San Luis Valley Regional Medical Center to open an on-campus walk-in health clinic for students and staff; and an update on the proposed street closures and meetings with representative from Trinity Lutheran Church on how to make the area safer for their students by planning alternative driving routes and road restrictions.
D. Faculty Trustee Update

Faculty Trustee Armstrong reported that faculty were busy administering and grading final exams and continue to deal with any handbook issues that arise.

E. Student Trustee Update

Student Trustee Robin gave a brief update on AS&F. She informed the Board of the grand opening of the new “The Terminal” which is located in the entrance to the Student Life Center and was a concept developed and paid for by AS&F as a means to raise awareness as to what the Center is and has to offer. She also informed the Board that no one has run for the upcoming vacancies in the student government for next year but is confident that the positions will be filled prior to next year.

VIII. Executive Session

There was no Executive Session held.

IX. Discussion and Possible Action

Trustee Darricades thanked President Svaldi for his work in addressing the parking issues on campus and in the surrounding neighborhoods. President Svaldi announced that in an effort to decrease on-street parking issues, free parking will be offered in the new parking lot west of the Nielsen Library and in the lot north of Plachy Hall for anyone wishing to park there for the remainder of the 09-10 academic year.

Chairman Walters addressed an article that was published in the local newspaper regarding an alleged theft ring involving some ASC students. Administration was unaware of the article or arrests prior to the article’s publication and was gathering additional information as of meeting time.

Student Trustee Pryor was happy to announce that the cast of the ASC Theatre production of “Children of a Lesser God” has been invited to perform at the Rocky Mountain Theatre Association conference in April in Montana. An encore performance of the production is currently being scheduled and everyone was encouraged to attend.

X. Adjournment

Chairman Walters adjourned the meeting at 3:41 by board acquiescence.