Minutes
Regular Meeting
Board of Trustees for Adams State College
Friday, April 7, 2006
Student Union Building, Room 130/127
Adams State College
Alamosa, CO  81102

The Trustees for Adams State College convened a regular meeting on Friday, April 7, 2006 on the campus of Adams State College, Student Union Building, rooms 130/127.

I. The meeting was called to order at 9:22am.

II. Roll Call

Board of Trustees

Trustee Bachicha – Present
Trustee Cavanaugh – Present
Chairperson Eck – Present
Trustee Lamm – Excused
Trustee Reeser – Present (Via Phone)
Trustee Salazar – Present

Trustee Saltzman – Excused
Trustee Scoggin – Excused
Tim Walters – Present
Faculty Trustee Nehring – Present
Student Trustee Schrecengost – Present

ASC Staff, Students and Others

George Backen – HGP
Jonathan Baer – AS&F Senate
Quintan Cada – AS&F Senate
Eric Carpio – Admissions Office
Craig Colvin – Finance & Administration
Margaret Doell – Art/Academic Affairs
Jeri Haley – AS&F Senate
Heather Heersink – Budget Director
Stuart Hilwig – HGP
Gary Jones – Finance Office
Bill Mansheim – Finance & Administration
Tanya Martin – AS&F Senate
Ken Marquez – Student Affairs

Ted McNeilsmith – Sociology
Lisa Moore – Valley Courier
Carol Murphy – ETCFL
Frank Novotny – Academic Affairs
Tracy Rogers – Human Resources
Jandalynn Stelter – AS&F Senate
David Svaldi – Office of the President
Jamie Tedesko – AS&F Senate
James Trujillo – Office of the President
Julie Waechter – Communication
Nancy Wahl – Attorney General’s Office
Ezra Watland – AS&F Senate
Todd Wright – Facilities Services
III. Approval of Agenda

Chairman Eck called for a motion to approve the agenda. Trustee Cavanaugh made a motion to amend the agenda to include time to discuss confidential personnel matters. Chairman Eck also called for the agenda to be amended by moving the approval of the FY07 Operating Budget to an information item; move the First Reading of the Handbook to the beginning of the “Information” items list, and to resequence the numbering accordingly. Trustee Walters seconded the motion. The motion passed.

IV. Action Items

A. Approval of Minutes

Chairman Eck called for a motion to approve the minutes from the February 10, 2006 meeting as presented. Trustee Saltzman moved the motion. Trustee Walters seconded. The motion passed unanimously.

B. Approval of Capital Outlay Items

Bill Mansheim requested approval of the Capital Outlay Requests as presented to the Finance and Audit Committee, (See Finance & Audit Agenda Item IV-C), amending the wording of the “ES Building Program Plan” to read “ES Building or Richardson Hall Program Plan”. Chairman Eck called for a motion to approve the Capital Outlay Items as amended. Trustee Cavanaugh moved the motion, with Trustee Bachicha seconding. The motion passed.

C. Naming the “President’s Residence”

Dr. Svaldi proposed that the Board consider naming the former President’s Residence “The Marvel House” in honor of the fourth President of Adams State College, Dr. John Marvel and his wife Francis. Dr. Svaldi noted that the naming of the residence in no way precludes or restricts the use of the building. Trustee Walters commented that naming the residence is “just the right thing to do”. Chairman Eck called for a motion to formally rename the structure currently known as the President’s Residence “President’s Residence” the “The Marvel House”. Trustee Walters moved the motion, seconded by Trustee Salazar. The motion passed unanimously.

Executive Session

Chairman Eck called for a motion to convene in executive session pursuant to §24-6-402(3)(a)(II) C.R.S. to confer with the Board’s attorney on specific legal questions, and pursuant to §24-6-402(3)(b) C.R.S. for the purpose of discussing certain employment matters personal to particular employees. Trustee Cavanaugh moved the motion with Trustee Walters seconding.

The role was called of the voting members of the Board on the motion as follows:
The Board convened in executive session.

Open Session Reconvenes

Chairman Eck announced that in consideration of the public and other interested parties attending the Board meetings, efforts will be made in the future to schedule executive sessions towards the end of the meeting. Additionally, Chairman Eck informed those in attendance that the Presidential Search Process discussion will be tabled for this particular meeting.

D. Approval of Sabbaticals

Dr. Frank Novotny informed the Board that there currently is no line-item in the budget for the funding of sabbaticals. As a result, this causes inequities across the campus as larger departments have more flexibility in covering classes for those faculty taking sabbaticals than do smaller departments. Dr. Novotny suggested if sabbaticals are to be in the Faculty Handbook, there should be a mechanism to fund the sabbaticals. Chairman Eck informed those present that the possibility of including a line-item in the budget will be readdressed. Dr. Novotny presented the following candidates for sabbatical approval:

Dr. Eva Rayas-Solis, Assistant Professor of Spanish – Spring 2007
Dr. Clarence Parks, Professor of Sociology – Spring 2007

Chairman Eck called for a motion to approve the proposed sabbaticals. Trustee Walters moved the motion. Trustee Salazar seconded. The motion passed unanimously.

E. Approval of Tenure & Emeritus

Dr. Svaldi recommended that the Board of Trustees approve tenure and emeritus status for the following individuals:

Tenure:

Dr. Alberta Coolbaugh, Associate Professor of Business
Dr. Richard Loosbrock, Assistant Professor of History
Dr. David MacWilliams, Assistant Professor of English
Dr. Christina Miller, Assistant Professor of Chemistry
Dr. Tracey Robinson, Associate Professor of EPLS
Dr. Deborah Blake, Associate Professor of Teacher Education
Dr. Randall Engle, Associate Professor of Teacher Education
Dr. Mary Valerio, Associate Professor of Teacher Education
Emeritus

Dr. Koos Daley, Professor of English
Dr. Jeff Geiser, Associate Professor of EPLS
Dr. Richard Jacobs, Professor of Marketing

Chairman Eck called for a motion to approve the tenure and emeritus request as presented. Trustee Cavanaugh moved the motion with Trustee Walters seconding. The motion was approved.

V. Information Items

A. Faculty Handbook/First Reading

Stuart Hilwig, Faculty Senate President, presented the Board with the final draft of the *Adams State College Faculty Handbook* for their review. Chairman Eck thanked Mr. Hilwig and all those involved in the handbook process and reminded everyone that under the current policy, there will be two readings prior to approval.

B. Approval of the FY07 Operation Budget FY07 Budget

Heather Heersink presented a proposed operating budget to the Board of Trustees with two cost-of-living increase scenarios for faculty/exempt staff, and a reserve line-item entitled “Reserve for Sabbaticals” per the request of the Finance and Audit Committee. Chairman Eck noted the Board understands the importance of approving the FY07 budget and will be calling a special meeting once the entire board has had an opportunity to carefully review the proposed budget and scenarios.

C. President’s Report

Dr. Svaldi clarified that the group formerly know as the “E-Team” is now known as the “Cabinet”. A retreat is being planned for Cabinet members to improve communications and to discuss some short and long term planning for the institution. Dr. Teri McCartney, Director of the Graduate School, as well as Mike Nicholson, CIO, have joined the group.

Dr. Svaldi updated the Board on his trip to Washington D.C. where he attended the HACU Capital Forum event and visited with several congressmen and senators. He suggested student involvement be considered for future visits. A brief update was given on the *Higher Learning Commission* conference attended by several college administration and faculty as well as former Interim President Halgren and Trustee Cavanaugh. Dr. Svaldi informed the Board of the progress of the *Grizzly Courtyard*, an upcoming trip to meet with William Porter to present him with the *Billy Adams Award*, and a Washington, D.C. alumni event. Additionally, Dr. Svaldi will arrange a tour for the Board, at the next board meeting on campus, of the on-campus *Gingerbread Early Childhood Learning Center*.

D. Retention/Promotion/Appointments/Resignations/Retirements/LWOP

Dr. Frank Novotny presented the Board with a list, *(See Agenda Item IV-C)*, of employees who received retention, promotion, appointments, retirements, leave without pay, and who have resigned.
E. Accreditation Update

Dr. Svaldi informed the Board that drafts of four of the five chapters of the Higher Learning Commission Self Study are complete. The writing committee will be very busy during the summer months towards its final completion. Former Interim President Lee Halgren has agreed to conduct a mock visit in the fall to review the self study and point out any areas of concern. Additionally, the nursing accreditation review team will be visiting the campus on April 26th and 27th, and the reauthorization of the Education Program from the Colorado Department of Education is pending.

F. Location of June Board of Trustees Meeting

Dr. Svaldi informed the Board that although the reservation for the plane exists, due to the shortage of pilots, there is no transportation available to bring the Denver-area Trustees to the campus for the June meeting. The Board agreed to convey their availability to travel and determine the location of the meeting accordingly.

G. Joint BOT/ASC Foundation Retreat

Dr. Svaldi reminded the Board of the upcoming joint Adams State College Board of Trustees/Adams State College Foundation Retreat which is scheduled for July 13 – 14, 2006 on the Adams State College campus. It will provide a great opportunity for the two boards to interact directly.

H. Enrollment Update

Eric Carpio, Director of Admissions, gave a brief update on the current enrollment numbers and efforts of the Enrollment Management department to reach out to new and continuing students. At three weeks into registration, 565 have registered for classes. Efforts have been implemented to track students to gain baseline data to compare to future year enrollments. On-site registration and advisement is taking place at area high schools, as well as registering people for an on-campus evening registration and advisement programs from high schools in the Pueblo/Colorado Springs areas. Additionally, a new “Parent Initiative” is being implemented to improve parent involvement with the students’ educational choice.

VI. Public Comment

Student Trustee Toby Schrecengost presented the Board with a copy of a survey that was circulated among the student body regarding a proposed “Maymester” and conveyed the majority of the results were against such proposal.

VII. Adjournment

Chairman Eck called for a motion to adjourn the meeting. Trustee Walters moved the motion with Trustee Bachicha seconding. The motion passed unanimously. The meeting adjourned at 12:18pm.