The Trustees for Adams State College convened a regular meeting on Thursday, August 25, 2005 in room A-131 of the Student Union Building and Friday, August 26, 2005 in room A-130 of the Student Union Building on the campus of Adams State College.

Thursday, August 25, 2005 – Board Discussion

The Board convened for informal Board discussion of budget issues with primary focus on the Plachy Hall project, the President's Residence project and the possible budget implications of the outcome of the vote on Referendum C and D at the upcoming election.

Friday, August 26, 2005 – Regular “Business” Meeting

I. The meeting was called to order at 9:18 am

II. Roll Call

Board of Trustees

Trustee Bachicha – Present
Trustee Cavanaugh – Present
Chairperson Eck – Present
Trustee Ford – Present
Trustee Lamm – (Excused)
Trustee Reeser – Present
Trustee Salazar – Present
Trustee Saltzman – Present
Trustee Scoggin – Present
Faculty Trustee Nehring – (Excused)
Student Trustee Schrecengost – (Excused)

ASC Staff, Students and Others

Jonathan Baer – AS&F
Eric Carpio – Admissions
Guy Farish – Academic Affairs
Georgia Grantham – Enrollment Management
Jeri Haley – AS&F
Gary Jones – Finance
Heather Heersink – Finance
Lori Laske – Alumni Relations
Kenneth Marquez – Student Affairs
Ted McNeilsmith – Sociology
Barbara Medina – Teacher Education
Mike Nicholson – Computing Services

Frank Novotny – APAA Office
Cheryl Ravens – APAA Office
Tracy Rogers – Human Resources
Richard Scanga – SBDC
Mark Schoenecker – Computing Services
John Sleeman – Attorney General’s Office
Sandra Starnaman – Extended Campus
James Trujillo – Office of the President
Dave Svaldi – Provost
Julie Waechter – Communications
Ezra Watland – AS&F
III. Approval of Agenda

The Chair called for a motion to amend the agenda as follows: To reassign the current action item letter “F” to “G”, and have “F” read “The approval of the amended budget”. Trustee Saltzman moved the motion. Trustee Bachicha seconded. The motion was approved unanimously.

The Chair called for a motion to approve the agenda as amended. Trustee Ford moved the motion. Trustee Bachicha seconded. The motion was approved unanimously.

IV. Action Items

A. Approval of the July 14, and August 3, 2005 open meeting minutes

The Chair called for a motion to approve the July 14, 2005 and August 3, 2005 open session meeting minutes. Trustee Cavanaugh moved the motion with Trustee Ford seconding. The motion was approved unanimously.

B. Off-campus state funded new & continuing programs for AY05-06

Dr. Dave Svaldi informed the Board that Colorado Commission on Higher Education requires governing board approval of all continuing and newly proposed off-campus programs in order to be considered for state funding. Dr. Svalid presented the Board with (16) continuing and seven (7) new distance education programs for AY2005-06, (See Action Item B), which will be presented to CCHE for their consideration upon Board approval.

The Chair called for a motion to adopt the Campus state funded new and continuing programs for AY 2005-06. Trustee Saltzman moved the motion with Trustee Salazar seconding. The motion was approved unanimously.

C. Low-demand Programs

Dr. Guy Farish presented to the Board a list of programs, (See Action Item C), that have all seen significant trends in increased student enrollment numbers & graduates, and have all reached the benchmark for BA programs under the low-demand policy established by the Colorado Commission on Higher Education. The Board is being asked to approve the request for theses programs to be exempted from the low-demand policy set by CCHE.

Dr. Farish also commented that the Chemistry program is no longer on the low-demand list after reaching its benchmark for two consecutive years and reports it to be quite healthy. Additionally, the Interdisciplinary Studies program is a relevantly new program thus has not had time to matriculate very many graduates, however the number of students graduating from the program are expected to rise.
The Chair called for motion to exempt the BA programs as presented. Trustee Reeser moved the motion. Trustee Scoggin seconded. The motion was approved unanimously.

D. President’s Residence and Plachy Hall Program Plans

Bill Mansheim requested tabling the discussion of the President’s Residence Program Plan for further review of the designated use of the facility, and possibly revising of said program. The Chair called for a motion to amend the agenda to remove the President’s Residence from the topic item. Trustee Bachicha moved that the topic be changed to an information item. Trustee Scoggin seconded the motion. The motion was approved unanimously.

Todd Wright, Director of Adams State College Facilities Services, presented a revised program plan to the Board, for their approval, of the proposed renovations and expansions of Adams State College’s Plachy Hall. The plan includes the relocating of the weight room, expansion of the men’s and women’s locker rooms, additional office space, the addition of a computer lab, construction of a lecture hall, additional restrooms, addition of a new lobby, and provides additional equipment storage areas. The Board was informed that should the project be funded, it would be done in two phases.

The Chair called for a motion to approve the Plachy Hall Program Plan, as presented, which has been revised to accommodate two phases of funding. Trustee Ford moved the motion with Trustee Scoggin seconding. The motion was approved unanimously.

E. FY07 Tuition and Fees Proposal

Bill Mansheim presented a tuition revenue recommended by the Adams State College Board of Trustees Finance and Audit Committee. The Committee proposed to the Board a 15% tuition increase for FY06-07, which could be offset by additional state support. Trustee Scoggin commented that the decision for a tuition increase is driven by an anticipated increase in mandated costs, extended deferred maintenance, and the need for increased technology and increases in the cost of utilities. Trustee Cavanaugh added there is a great deal of contingency built in on this motion based on the outcome of the November election. Chairman Eck also commented that this recommendation could be turned down by the legislature and it may be cut back.

The Chair called for a motion to approve an increase in tuition for FY06-07 at 15%. This increase is subject to any offsets received by Adams State College from increased state funding of the College Opportunity Fund stipend or increased state support from the College Opportunity Fund Fee-for-Service contract. Trustee Scoggin moved the motion. Trustee Ford Seconded. The motion was approved and passed unanimously.
F. Designation of Dr. Svaldi as Acting President during President Wueste’s Leave

The Chair read a resolution prepared by the Board formally designating Dr. David Svaldi as Acting President with all of the attendant duties and authority during President Wueste’s leave. It was also noted that Dr. Svaldi shall continue to exercise his duties and authority as Provost of the College. The Board determined it is in the best interest of the College to designate an acting president to assume all the duties and authority of the President of the College to ensure that all Presidential actions necessary to advance the mission of the College are carried out during President Wueste’s paid administrative leave.

The Chair called for a motion to accept the resolution as presented. Trustee Saltzman moved the motion with Trustee Scoggin seconding. The motion was passed unanimously.

G. The Approval of the Amended Budget

Trustee Saltzman presented an amended budget for FY05-06 prepared by the Finance and Audit Committee for the Boards consideration of approval, (See Handout entitled “Attachment 3A”). Trustee Saltzman pointed out there were some reclassifications done and that the depreciation amount was recalculated due to various completed construction items that have since begun to depreciate.

A motion was made to approve amendment 3A relative to the Adams State College budget for the fiscal year 05-60. Trustee Saltzman moved the motion with Trustee Ford seconding. The motion was approved unanimously.

V. Information

A. Nursing Update

Dr. Frank Novotny updated the Board of the accreditation process for the B.S.N program. The program was accepted as an American Association of Colleges and Nurses member which is the first step toward receiving accreditation. The accreditation process continues with anticipated accreditation by the summer of 06. The Board was updated on the summer enrollment, which was down slightly due to un-factored summer obligations of the students and should not be conceived as a decreased interest in the program. Fall registration is strong and is anticipated to rise. Overall the B.S. designation has 48 declared majors of which 34 are from the San Luis Valley. Special thanks were giving to Dr. Ybarroondo and Dr. Kelso for their efforts in helping with the program. The Board was also informed of some new hires to the program.

Dr. Novotny also informed the Board of TSJC’s partial withdrawal from the collaborations with Adams State College. TSJC pulled back the Certified Nursing Assistants and the first level LPN students, as well as their faculty. They are now being housed and taught at their valley campus. The second level students remain at Adams State. The collaboration between Adams and TSJC still remains, however
there is some concern over the sudden partial withdrawal from TSJC as grant money is associated with the collaborative effort.

B. Enrollment Update

Dr. Georgia Grantham updated the Board with the enrollment numbers for both the on-campus and off-campus programs, (See Agenda Information Item B). The overall enrollment for the AY05-06 is showing an increase over last years numbers and is anticipated to rise. Dr. Grantham credited the great success in this years registration to the support from the dedicated staff at the One Stop Student Center and to the faculty and staff of the entire Campus.

C. Agriculture-Business Update

Dr. Svaldi gave an update on the Agriculture-Business program. Currently the Agriculture-Business program is published in the College catalog as an emphasis area with the core course requirements in the Business program. The next step would be to hire a faculty with the expertise to prepare a curriculum. As the process progresses, the Board will be updated.

D. Employee FTE/New Hires Update

Dr. Svaldi presented the Board with two spread sheets, (See Agenda Information Item D), summarizing the positions that were added in FY04-05, the positions that are budgeted for the FY05-06, and a list of new Administration and Faculty which numbered approximately 34 new hires. Dr. Svaldi asked for recommendations from the Board in reporting new hires to the Board and assured the Board the College will not hire without the position being properly budgeted and approved. Additionally, for new faculty hires, a moving stipend was provided as an incentive for this years recruits.

The Board agreed the spreadsheet provided with positions listed would be a good reporting tool for the Board.

E. Accreditation Update

Dr. Svaldi updated the Board on the College’s Accreditation effort and showed a short DVD movie that was produced as an effort to promote the importance of the accreditation process. It featured the Campus accreditation logo and slogan “Get on Board” which is intended to increase enthusiasm and attachment for the need to have total Campus involvement in the continuing accreditation effort. Additionally, the Board was provided with a copy of a flyer that was given to Campus personnel as an additional tool to promote the importance of the accreditation process. Dr. Svaldi also informed the Board of an upcoming visit from an HLC liaison, who has been provided with materials from the College’s accreditation efforts, and will be visiting the Campus and getting acquainted with personnel.
F. Budget Update

Bill Mansheim presented a budget update to the Board for the FY04-05. *(See Handout)*.

G. President’s Residence Program Plan

Bill Mansheim addressed the plan for the future use of the President’s House based on the concept of converting it to office space to be used as a community outreach center, to house the ASC Alumni Association, and make office space available to nonprofits in the community. The plan was supported by a $600,000 HUD grant. The President’s House has also been designated as a historical site which qualifies it for additional historical grant money for renovation. Additional money needed for this project could be generated through fundraising through the ASC Foundation. Mr. Mansheim requested input from the Board on its vision and the direction it feels the residence should be developed.

The Board discussed the desire to readdress the cost of re-implementing the use of the property as a residential dwelling and finding a better location for community outreach. An alternative location for community outreach and unitization of the HUD grant money will be explored further.

VI. Public Comment

Dr. Barbara Medina expressed the thanks to Bill and Heather for their efforts in balancing the budget, however she wanted to express her concern on what budget cuts do to individual departments and morale.

Dr. David Svaldi expressed his thanks and gratitude for all the hard work the Executive Team has done.

Trustee Mark Cavanaugh expressed his praise to all the faculty and staff who have worked very hard to make a number of projects come to fruition in spite of the tough cutbacks and legislative uncertainty.

Tim Bachicha commented, and the Board concurred, that James Trujillo has been doing a outstanding job in his duties.

VII. Executive Session

The Chair entertained a motion to convene in executive session pursuant to §24-6-02(3)(a)(II), C.R.S., to confer with the Board’s attorneys on specific legal questions regarding Richard Wueste, and §24-6-402(3)(a), C.R.S., to approve minutes of previous executive sessions. Trustee Bachicha moved the motion with Trustee Scoggin seconding. The motion was passed unanimously.
VIII. **Regular Session Reconvenes**

The Chair called for a motion to amend the agenda to add an action item as follows: To appoint a representative of the Board to interact with the Assistant Attorney General, Richard Forman, for purposes of pre-hearing formalities in advance of the October 6, 2005 hearing. Trustee Reeser moved the motion. Trustee Bachicha seconded the motion. The motion was passed unanimously.

The Chair then called for a motion to approve the amended agenda. Trustee Reeser moved the motion. Trustee Scoggin seconded the agenda. The motion was approved unanimously.

In preparation for the October 6, 2005 hearing, the Chair asked for a volunteer of the Board who would agree to act as the representative of the Board to work with Richard Forman, the Assistant Attorney General, to work on pre-hearing issues. Trustee Cavanaugh volunteered. The Chair then called for a motion to delegate Trustee Cavanaugh as the representative of the Board to interact with Richard Forman, Assistant Attorney General, to work on pre-hearing issues in advance of the October 6, 2005 hearing. Trustee Saltzman moved the motion with Trustee Reeser seconding. The motion was approved unanimously.

IX. **Adjournment**

A motion was made to adjourn the meeting. It was seconded and passed unanimously. The meeting was adjourned at 12:08pm.