

**Colorado Mountain College  
BOARD OF TRUSTEES  
BOARD MEETING  
December 11, 2013  
9:00 am – 12:47 pm  
Minutes**

**Location: Room 302, Central Services, Glenwood Springs, CO**

**Introductory Items**

1. Call to Order  
Board president Glenn Davis called the meeting to order at 9:07 am.
  
2. Roll Call  
Glenn Davis  
Pat Chlouber  
Kathy Goudy  
Ken Brenner  
Mary Ellen Denomy  
Bob Taylor  
Charles Cunniffe  
All Trustees were in attendance.
  
3. Pledge of Allegiance  
  
The Pledge of Allegiance was recited.

**Action Items**

4. Certify Election results

**ACTION: Trustee Goudy Moved to Certify the election results; Trustee Cunniffe Seconded the Motion and it carried unanimously.**

5. Administer Oath of Office/Affirmation of Service  
Board Secretary Chlouber administered the Oath of Office to Charles Cunniffe , Glenn Davis and Mary Ellen Denomy.
  
6. Elect Board of Trustee Officers  
Trustee Denomy volunteered to be the next Board President. Trustee Goudy Seconded the Nomination. Trustee Cunniffe was concerned with continuity with a new president so he nominated Glenn Davis for Board President.

Discussion ensued about the Board and the position of Board President.

A roll call vote was held:

<b>Trustee</b>	<b>Vote</b>
Brenner	Mary Ellen Denomy
Chlouber	Glenn Davis
Cunniffe	Glenn Davis
Davis	Glenn Davis
Denomy	Mary Ellen Denomy
Goudy	Mary Ellen Denomy
Taylor	Glenn Davis

Trustee Denomy nominated Pat Chlouber for Secretary and Trustee Brenner seconded the nomination.

Trustee Chlouber accepted the nomination.

**Action: Trustee Cunniffe Moved to Elect Pat Chlouber as Secretary by Acclamation; Trustee Goudy Seconded the Motion and it carried unanimously.**

Trustee Taylor nominated Trustee Brenner for Treasurer; Trustee Goudy Seconded the nomination. Trustee Brenner accepted the nomination.

**Action: Trustee Cunniffe Moved to Elect Ken Brenner as Treasurer by Acclamation; Trustee Goudy Seconded the Motion and it carried unanimously.**

7. Appoint Board Committees

Legislative Committee:

Trustees Pat Chlouber, Bob Taylor, and Ken Brenner volunteered to serve on this committee.

Trustee Brenner asked that a charter and mission be put together for the committee. President Besnette Hauser commented that board committees usually exist to help the board get to where most of the work has been done prior to the regular board meetings.

The Board requested that John Giardino give a brief update in January looking at the legislative bills to see what impact they might have on the college this year. Board President Davis stated that a written report in each board packet might be helpful.

The Board decided to defer reappointment until after a retreat that will soon take place. The existing legislative committee can take the lead in defining the session in the retreat.

Audit Committee: Trustees Ken Brenner and Bob Taylor volunteered to be on this committee. Discussion ensued about the charter that states a CPA must be on this committee. Reappointment will be discussed at the retreat.

The Mountain BOCES representative was deferred until the retreat. Trustee Taylor will go to the December meeting and check to see if there is a possibility of appointing a staff liaison proxy.

Foundation representative: Charles Cunniffe will be the Board's representative to the Foundation.

8. Approve Agenda

Board President Davis stated that the Conflict of Interest and Section 8 provision of HLC issues are not on today's agenda due to Barbara Green's inability to be present and because the College is still in conference with HLC about their role in this discussion, therefore we will do this in the near future.

**ACTION: Trustee Goudy Moved to Approve the Agenda; Trustee Cunniffe Seconded the Motion and it carried unanimously.**

9. Accept financial audit from external auditors

Rob MacCoy and Lisa Glueck from the external auditors, BKD, presented the audit for fiscal year 2013.

**ACTION: Trustee Goudy Moved to Accept the financial audit; Trustee Denomy Seconded the Motion and it carried unanimously.**

10. Public Comment

There was no public comment

**Action Items**

11. Approve Minutes

**ACTION: Trustee Chlouber Moved to Approve 9/11, 9/16, 10/9, 11/1 and 11/13; Trustee Cunniffe Seconded the Motion and it carried unanimously.**

12. Revenue preview/Certify Mill Levy  
Linda English gave an update on the revenue preview for this fiscal year.

**ACTION: Trustee Cunniffe Moved to Approve the Mill Levy at 3.997; Trustee Chlouber Seconded the Motion and it carried unanimously.**

A Budget sustainability group met last year and Linda English will add pieces of their findings into the budget process.

13. Resolution and appropriation of reserves

CFO Linda English presented Reserves from Fiscal Year 2012/13. Discussion and questions ensued about communication about strategic planning reserves. Dr. Hauser committed to speak to the Board about the areas where those dollars will be spent. Discussion ensued about Chaffee County; Dr. Hauser will begin meetings with them next week as the College works through this issue.

**ACTION: Trustee Taylor Moved to Approve the Appropriation Resolution of Reserves; Trustee Cunniffe Seconded the Motion and it carried unanimously.**

**ACTION: Trustee Taylor Moved to Approve the Spending Resolution of Reserves; Trustee Cunniffe Seconded the Motion and it carried unanimously.**

14. Accept 2012-13 Year End Financials

**ACTION: Trustee Cunniffe Moved to Accept the 2012-13 Year End Financials; Trustee Chlouber Seconded the Motion and it carried unanimously.**

Trustee Goudy asked for more detail for next year's budget.

15. Accept First Quarter 2013-14 Financials  
FTE is up college-wide this year. Tuition discounts from WUE and Military discounts total \$574,000. This fall 148 students attended under the ASSET bill; 51 are new students 97 are returning students.

**ACTION: Trustee Goudy Moved to Accept the 2012-13 Year End Financials; Trustee Taylor Seconded the Motion and it carried unanimously.**

**Information/Discussion Items**

16. AQIP Update

Dr. Tyndall gave an update on the HLC AQIP Strategy Forum. Board President Davis stated that HLC is helping the staff develop processes to help the College work on the challenges it may have.

17. Legislative Agenda

The JBC meeting is tomorrow and Dr. Besnette Hauser will meet with John Giardino and to get a sense of issues coming up this session. On the Federal side, relationships, sponsored programs, grant dollars and networking will be important.

18. Faculty Hiring/Budget Approval Timing

CFO Linda English stated that an issue has been brought forward that in years where the College has an increase in full time faculty, timing is such that it is too late to get recruitment started for fall when the budget approval is in June. Linda asked if the Board might entertain approving the funds for new faculty in March so that recruitment could begin at that time. A few possibilities were discussed and Board President

## **First Choice in Learning**

## **First Choice in Partnerships**

## **First Choice in Leadership**

Davis would like to see a process. Staff will bring a process for this back to the Board. When asked when a decision is needed, Linda stated February or March.

### **President's Report**

Dr. Besnette Hauser gave her president's report:

- Thanked the Board for the opportunity to join CMC.
- Gave a public thank you to Dr. Dassance for all of his work while here.
- Summarized her schedule for the rest of the month.
- Strategic Planning next steps include bringing a preview and high level executive summary to the Board at the January meeting and MIG will join the meeting.
- Policy manual - there will be a phone in workshop before the January meeting. If there are any edits, typos, etc., let us know what those are and we can correct.
- ACCT Legislative Summit is the week of February 10 in Washington DC. Dr. Besnette Hauser will work with the Legislative Committee on Trustee representatives who will attend.
- Dr. Besnette Hauser is planning a board retreat sometime during the first quarter of the year.
- Position updates: COO/Chief of Staff and the VP of Advancement and CEO/Foundation. Deadlines for both are this week. Offers will hopefully be made by the end of January.
- HR Assessment: I have asked our VP of HR and team to draft the components for a comprehensive HR assessment. The scope will include structure, policies and procedures, compensation, and internal customer service. We hope to have an RFP drafted and posted by early January.

### **CMC Spotlights:**

#### **Students**

Three photography students won awards in the prestigious international college photography of the year awards (for the third year running). One of those three award winners, student Andrew Braun, also had a photo published in National Geographic magazine's online version.

Alumnus Seth Andersen's photo of Mount Sopris was featured in the September issue of Outside magazine.

#### **Faculty**

Theatre Department production of "I Love You, You're Perfect, Now Change" recently ran at the Spring Valley campus and was given high marks by the Post Independent and audiences community wide.

In June, 2013, The American Hotel & Lodging Educational Institute (AH&LEI) honored Colorado Mountain College Resort Management Professor Terry Hunter as a leader in hospitality training and education. Hunter, professor and director of the resort management program, is the 2013 recipient of the Anthony Marshall Award, which recognizes an individual who has made significant long-term contributions to the hospitality industry in educating future leaders.

#### **Staff**

Last year's First Choice Review annual progress report, which was a collaborative effort of the public information office, foundation, and marketing, earned a gold award in the regional competition of CASE (the Council for Support and Advancement of Education).

Terry Leonard, CMC Ski Team Coach, has been honored for a second time to be invited to travel and coach with Team USA for the World University Games. This is a distinct privilege for any college or university coach; yet, extra special as the only college coach ever to be selected for such an honor. Abbie Kroesen received the Outstanding Peer Education group Award for the role she played in making her campus a safer place from the Bacchus Board of Directors.

#### **All CMC**

Building on the success of last year's Chevron Summer Science Institute, Colorado Mountain College's Rifle campus applied for and received a second year of funding from sponsor Chevron. The \$99,118 grant will help the college to train a new group of science teachers in Re-2, District 16 and DeBeque to create hands-on science immersion experiences for their students.

### **Trustee Comments**

Trustee Taylor stated that he brought up a Diversity committee at the last meeting and after speaking to Dr. Besnette Hauser, has decided to this off a bit more until we decide which direction to go to best serve the community.

Board President Davis requested that all members keep the Affirmation of Service in mind as they serve the College.

**New Business**

19. Items for January Board Meeting

VERP

Locations for posting Notice of Meetings

Board charge to external auditors

Approve tuition and fees for upcoming fiscal year

Quarterly financials

Approve CCHE Report

Cost per FTE

Faculty Hiring timing

Strategic Plan – high level first pass (MIG)

Legislative Report

The meeting was adjourned at 12:47 pm.

**Pat Chlouber**



**Board of Trustees Secretary**

**Respectfully Submitted,**



**Debbie Novak  
Recording Secretary**