

Colorado Mountain College  
BOARD OF TRUSTEES  
BOARD MEETING  
March 11, 2013  
Via IVS  
9:00 a.m. – 12:35 p.m.  
Minutes

Location: Via IVS

**Agenda Item**

**I. Administer Oath of Office**

Board President Davis administered the Oath of Office to Charles Cunniffe.

**II. Introductory Items**

A. Call to Order

Board President Davis called the meeting to order at 9:06 am.

B. Roll Call

Ken Brenner  
Glenn Davis  
Mary Ellen Denomy  
Bob Taylor  
Pat Chlouber  
Charles Cunniffe

Kathy Goudy attended at 11:21 am.

C. Reading of Mission, Vision, and Values

Board President Davis read the Mission, Vision, and Values.

D. Pledge of Allegiance

The Pledge was not recited since some of the IVS rooms did not have flags.

E. Approve Minutes

**ACTION: Trustee Chlouber Moved to Approve the Jan. 28 and 31 Minutes as written; Trustee Taylor Seconded the Motion and it carried unanimously.**

F. Public Comment

There was no public comment.

**III. Executive Session**

**ACTION: Trustee Chlouber Moved to enter Executive Session**

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- A. For a conference with the College attorney, for the purpose of receiving legal advice on specific legal questions, under C.R.S. Section 24-6-402(4)(b); the mere presence or participation of any attorney at an executive session is not sufficient to satisfy the requirements of this subsection.

*To discuss open records and open meetings laws, Board Policy Update and SourceGas case update*

**Trustee Denomy Seconded the Motion and it carried unanimously.**

After exiting executive session Board President Davis stated the following: the time is now 10:15 am, and the executive session has been concluded. No formal action was taken in executive session. The participants in executive session were: myself, Glenn Davis as the presiding officer, Pat Chlouber, Ken Brenner, Bob Taylor, Mary Ellen Denomy, Charles Cunniffe, Dr. Dassance, John Sullivan, Barbara Green, Glenn Chadwick, Julie Hanson and Debbie Novak. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

## IV. Consent Agenda

- A. Sabbatical Requests

**ACTION: Trustee Brenner Moved to Approve the Consent Agenda; Trustee Denomy Seconded the Motion and it carried unanimously.**

## V. Old Business

- A. ACTION ITEMS

1. CARE Monthly Facility Use of 831 Grand

**ACTION: Trustee Denomy Moved to Approve the CARE Monthly Facility Use Agreement ; Trustee Taylor Seconded the Motion and it carried unanimously.**

2. Grant Approval

**ACTION: Trustee Denomy Moved to Approve the Grant Application for a Mini Grant from the Garfield County Mineral Lease District; Trustee Brenner Seconded the Motion and it carried unanimously.**

## VI. President's Report

Dr. Dassance gave his first report to the Board giving some observations of his first three weeks as Interim President.

## VII. Discussion/Direction/Informational Items

- A. Legislative Update – John Giardino

John Giardino gave a brief report about current legislation, adding to the report sent last week.

- B. Budget Process for 2013-14

Mary Lehrman gave an update on the budget process for the 2014-14 budget.

- C. Audit Positions

Mary Lehrman reported on the highlights of the memo sent by Linda English that was included in the packet. There are many needs that have not been finalized, therefore staff recommends to consider all positions at

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one time during the budget process. Discussion ensued about whether to go forward with the audit positions immediately or to wait for the budget process since we are close to the end of this budget year. The Board would like a prioritized list including audit positions soon. Board President Davis does not feel this needs to be done immediately, while Trustee Brenner does not believe it is a good decision to wait longer. Board President Davis feels the next audit will give consideration that we have a plan for a solution to the audit concerns. Dr. Dassance might have more information by April (other than final data from the gap analysis.) Dr. Dassance will work as quickly as possible to have a prioritized list of positions for the Board.

#### **D. IT Audit RFP Selection Committee recommendation**

Trustee Brenner reported that the selection committee chose Berry Dunn as the firm for the IT Audit.

#### **E. Strategic Plan Facilitator RFP Selection Committee recommendation**

Trustees Brenner and Taylor reported that the selection committee chose MIG, Inc. as the firm for the Strategic Planning Facilitator.

#### **F. Unallocated Reserves**

Staff is not recommending spending any more at this time but the funds may later be allocated to one time spending.

#### **G. Presidential Search Process**

Discussion ensued about the memo that Dr. Dassance sent to the Board outlining what a typical presidential search looks like. The Request for Proposals (rfp) is out and proposals are due on April 12.

Some discussion items were:

- A small group to vet and bring 3-4 proposals to the Board to interview.
- The Board needs to decide which services the Board wants to use from a firm.
- Ask HR to see what parts we could do internally and which parts we need to do externally. (Trustee Goudy would like an explanation for anything we cannot do internally).
- Recruitment and vetting of candidates are where we should need help.
- Trustee Cunniffe would be willing to serve on the firm selection committee, as would Trustee Goudy.
- A seconded screening committee will also need 2 board members. Trustee Chlouber would like the Board to see a larger group of candidates' credentials (around 20).
- Trustee Goudy would like to see a one page summary of why the candidates feel they are qualified for the position.
- There needs to be a way to have an open inclusive process for the presidential profile.
  - Open forum at each site?
  - Internal and external.

Next Steps:

- Dr. Dassance will put together a more detailed schedule to build upon.
- Get started with constituency engagement and profile information.
- Trustees Goudy and Cunniffe will be on the rfp selection committee.
- Resolution opening the search will be on the April Agenda.

## **VIII. New Business**

### **A. Agenda Items for April Board Meeting**

1. *Action*: Set Board Meeting Dates for upcoming fiscal year. (per C.R.S. 23-71-123)
2. 8<sup>th</sup> and Cooper development

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3. *Action:* Board of Trustees budget for 2013-14
4. *Action:* Domestic Partner benefits
5. *Action:* Resolution opening up presidential search
6. *Action:* Governance Committee

The meeting was adjourned at 12:35 p.m.

**Pat Chlouber**

**Respectfully Submitted,**



**Board of Trustees Secretary**

**Debbie Novak  
Recording Secretary**