

Colorado Mountain College

BOARD OF TRUSTEES MINUTES



 Student Success  Teaching & Learning  Access  Community & Economic Development  Organizational Effectiveness

December 14, 2015

9:00 am – 5:00 pm

Location: Glenwood Center, 1402 Blake Ave., Glenwood Springs, CO 81601 Room 307

Introductory Items

1. Call to Order & Roll Call

Board President Davis called the meeting to order at 9:07 am and called roll.

Ken Brenner

Pat Chlouber

Charles Cunniffe

Glenn Davis

Mary Ellen Denomy

Kathy Goudy

Patty Theobald

All Trustees are present.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Action Items

3. Certify Election Results

Action Trustee Chlouber Moved to Certify the Election Results with corrected vote totals; Trustee Cunniffe Seconded the Motion and it carried unanimously.

4. Administer Oath of Office

Board President Davis administered the Oath of office to Trustees Chlouber, Theobald, Goudy and Brenner.

5. Elect Board of Trustee Officers

Board President:

Trustee Cunniffe nominated Trustee Davis for Board President; Trustee Chlouber Seconded the nomination.

Trustee Denomy nominated Trustee Brenner for Board President; Trustee Goudy Seconded the nomination.

Trustee Brenner: 3 votes

Trustee Davis 4 votes

Trustee Davis will continue as Board President.

Board Secretary:

Trustee Denomy nominated Patty Theobald for Board Secretary; Trustee Brenner Seconded the nomination.

Trustee Cunniffe Nominated Trustee Chlouber for Board Secretary; Trustee Davis seconded the nomination.

Trustee Chlouber – 4 votes

Trustee Theobald – 3 votes

Trustee Chlouber will continue as Board Secretary.

Board Treasurer:

Trustee Goudy nominated Trustee Brenner for Board Treasurer; Trustee Cunniffe seconded the nomination. Trustee Brenner will continue as Board Treasurer by Acclamation.

6. Approve Agenda (Additions/Deletions)

ACTION: Trustee Chlouber Moved to Approve the Agenda; Trustee Theobald Seconded the Motion and it carried unanimously.

7. Approve Minutes

ACTION: Trustee Chlouber Moved to Approve the Minutes as written; Trustee Davis Seconded the Motion.

- Goudy – Abstain
- Theobald – Abstain - as she was not a Trustee at the time
- Chlouber – aye
- Davis – Aye
- Cunniffe – Abstain – stating his packet did not arrive in the mail and had not read the minutes.
- Denomy – abstain

Trustee Brenner was not in the room during this vote.

Action: Trustee Cunniffe Moved to Table the Approval of the Minutes until later in the day; Trustee Theobald Seconded the Motion and it carried 5-0 with 1 abstention.

- Goudy - Aye
- Theobald - Aye
- Chlouber - Aye
- Davis - Aye
- Cunniffe - Aye
- Denomy – Abstain

Trustee Brenner was not in the room during this vote.

8. Conflict of Interest Form and Affirmation Of Service

Richard Gonzales, General Counsel, presented the Conflict of Interest and Affirmation of Service forms for Trustee signature, stating that the auditors recommend that Trustees executing these forms each year. Discussion ensued regarding additional information on how to complete the forms and requests for revising certain language.

Public Comment and Campus Update

9. Public Comment

There was no public comment.

10. Campus Update

Roaring Fork Campus Dean Heather Exby gave a campus update.

President's Report and Agenda Overview

President Besnette Hauser gave a quick overview of her report and hard copies were provided.

Trustee Comments

Trustee Chlouber mentioned the loss of former Trustee Wes Duran and that she was able to send a message of appreciation before his passing.

Trustee Brenner thanked Matt Gianneschi, Chief Operating Officer for covering a broadband meeting in Steamboat Springs for him, after which Matt gave an update on that meeting.

Trustee Theobald thanked Dr. Hauser and staff for a full day of orientation.

Consent Agenda

11. Accept Quarterly Financials
12. Receive Spring Sabbatical Reports
13. Mill Levy Certification
14. Resolution and Appropriation of End of Year Reserves
15. Legislative & Government Relations Charter
16. COSI Grant Application Resolution
17. Garfield County Federal Mineral Lease District Grant

Action: Trustee Goudy requested item #17 and Trustee Brenner requested item #14 be removed from the Consent Agenda; Trustee Brenner Seconded Trustee Goudy's request and Trustee Goudy seconded Trustee Brenner's request and it carried unanimously.

Action: Trustee Goudy requested that item #13 also be removed from the Consent Agenda; Trustee Brenner Seconded the Motion and it carried unanimously.

Action: Trustee Brenner Moved to Approve items 11, 12, 15 and 16; Trustee Goudy Seconded the Motion and a roll call vote was taken. The Motion carried with 6 in favor and 1 abstention.

- Goudy - Aye
- Theobald - Aye
- Chlouber - Aye
- Davis - Aye
- Brenner - Aye
- Cunniffe - Aye
- Denomy – Abstain

Resolution and Appropriation of Year End Reserves (# 14 from Consent Agenda)

Linda English, Vice President of Fiscal Affairs presented the proposal for End of Year Reserves. Discussion ensued about allocation of year end funds. Discussion ensued about reserves and the allocation of funds to each reserve account.

Action: Trustee Cunniffe Moved to Approve the Reserve Appropriation Resolution, Trustee Chlouber Seconded the Motion; and it carried 5-2.

- Denomy - Nay
- Cunniffe - Aye
- Brenner - Aye
- Davis - Aye
- Theobald - Aye
- Goudy - Nay

Action: Trustee Cunniffe Moved to Approve the Reserve Spending Resolution; Trustee Chlouber Seconded the Motion; and it carried 5-2.

- Denomy - Nay
- Cunniffe - Aye
- Brenner - Aye
- Davis - Aye
- Theobald - Aye
- Goudy - Nay

Garfield County Federal Mineral Lease District Grant (#17 from Consent Agenda)

In order to apply for the Federal Mineral Lease District grant, Board action is required. Discussion ensued regarding possible sources of other funding to augment any FMLD grant funds, if awarded.

Action: Trustee Cunniffe Moved to authorize management to pursue a Federal Mineral Lease District grant with the library for \$1 Million for Cooper Commons; Trustee Theobald Seconded the Motion and it carried 6-1.

- Denomy - Nay
- Cunniffe - Aye
- Brenner - Aye
- Davis - Aye
- Chlouber - Aye
- Theobald - Aye
- Goudy - Aye

Mill Levy Certification (# 13 from Consent Agenda)

Action: Trustee Chlouber Moved to certify the mill levy at 3.997; Trustee Goudy Seconded the Motion and it carried unanimously.

- Goudy - Aye
- Theobald - Aye
- Chlouber - Aye
- Davis - Aye
- Brenner - Aye
- Cunniffe - Aye
- Denomy - Aye

Other Action Items

18. Accept Audit & Year End Financials

Rob MaCoy from BKD, the College's Auditor presented the audit of the 2014-2015 financial statements.

Action: Trustee Brenner Moved to Accept the Audit and FY 2014-15 Financial Statements; Trustee Denomy Seconded the Motion and it carried unanimously.

- Goudy - Aye
- Theobald - Aye
- Chlouber - Aye
- Davis - Aye
- Brenner - Aye
- Cunniffe - Aye
- Denomy - Aye

19. Contracts & Purchasing Policies

Matt Gianneschi presented the proposed Contracts and Purchasing policy 7.10. The change provides for renewing, without additional Board approval, specific types of contracts that previously had been approved by the Board and with no change in the vendors. The contracts include food service, computer equipment replacement, insurance renewal, and HVAC maintenance support. The Board requested adding a board notification to the proposed policy language.

Action: Trustee Brenner Moved to Approve the proposed Contracts & Purchasing Policy (7.10) with the addition (4.2.1) of "The Board shall be notified annually for any renewals over \$250,000 within 30 days"; Trustee Cunniffe Seconded the Motion and it carried 6-1.

- Goudy - Aye
- Theobald - Aye
- Chlouber - Aye
- Davis - Aye
- Brenner - Aye
- Cunniffe - Aye
- Denomy - Nay

20. Breckenridge Land Exchange

Trustee Theobald recused herself in this discussion due to a possible conflict of interest.

Director of Facilities Pete Waller, and Summit Campus Vice President Dave Askeland updated the Board on the proposed land exchange in Breckenridge.

Action: Trustee Goudy Moved to defer the Breckenridge Land Exchange. There was no Second to the Motion.

Action: Trustee Brenner Moved to Table the Breckenridge Land Exchange item until this 1:00 pm afternoon; Trustee Goudy Seconded the Motion and it carried unanimously.

Richard Gonzales gave a detailed explanation about the Certificates of Participation financing on the Breckenridge Land Agreement that has been in place since 2007.

Action: Trustee Brenner Moved to Authorize the Foundation to proceed with the Land Exchange Agreement in substantially the form presented to this Board; Trustee Cunniffe Seconded the Motion and it carried 4 – 1 with one abstention.

- Goudy - Abstain
- Theobald - Recused
- Chlouber - Aye
- Davis - Aye
- Brenner - Aye
- Cunniffe - Aye
- Denomy - Nay

Action: Trustee Chlouber Moved to Approve the September 2, 2015 Minutes as written; Trustee Cunniffe Seconded the Motion and it carried 5-0 with two abstentions.

- Goudy - Aye
- Theobald – Abstain
- Chlouber - Aye
- Davis - Aye
- Brenner - Aye
- Cunniffe - Aye
- Denomy - Abstain

COI/Affirmation of Service update:

Richard Gonzales presented a modified Affirmation of Service form.

Action: Trustee Goudy Moved to Approve the modified Affirmation of Service form; Trustee Cunniffe Seconded the Motion and it carried 5-1.

- Goudy – Aye
- Theobald – Aye
- Davis – Aye
- Brenner – Aye
- Cunniffe – Aye

- Denomy – Nay

Trustee Chlouber was not in the room for this vote.

21. Hospital Provider Fee Resolution

ACTION: Trustee Cunniffe Moved to Approve the Hospital Provider Fee Resolution; Trustee Theobald Seconded the Motion and it carried unanimously.

Trustee Chlouber was not in the room for this vote.

Information/Discussion

22. Legislative Agenda

Matt Gianneschi presented the following legislative concepts for 2016:

EVERY STUDENT SUCCEEDS ACT

POTENTIAL 2016 LEGISLATIVE CONCEPTS FOR CMC

Concurrent Enrollment:

- Modify the law to permit 11th grade students to enroll in Dev Ed/Remedial courses if the courses are part of a plan to successively enroll the student in a credit bearing course before the end of the 12th grade year
- Permit school districts to use ASCENT allocations for as many students that qualify for the program, provided all students receive full funding for tuition at the participating institution.

Local district junior colleges:

- Remove the term “junior” from all references, replace with “Local District College”
- Allow Local District College boards to conduct open meetings for consent agenda items via the internet .
- Add language to authorize annexation into the district for non-adjacent districts (from service area)
- Modification to BOCES membership to authorize “Trustee or designee”

Incentive funding for rural, remote counties served by colleges with physical presence in the county:

- Set aside additional financial aid (Colorado State Grant) funding for students from rural remote regions of the state who enroll in degree, certificate programs offered by public colleges with permanent physical presence in the county.

Colorado Affirmation for Faculty

- Replace requirement for “notarized signature” with “verifiable signature”
 - o Concept may be added to the LDJC bill for local districts

2016 LEGISLATIVE CONCEPTS

- Finance:
 - o Hospital Provider Fee debate - \$20M reduction to HIED
 - o Tuition limitations by way of the CCHE
- Area vocational schools to area vocation “colleges”
- Requirement for concurrent enrollment to be regionally accredited

Logo Unveiling

Doug Stewart, Director of Marketing revealed the final logo choice.

Kathy Kiser-Miller elaborated on the Academic Affairs Design Team and the Academic Master Plan.

New Business

- 23. January 20, 2016 Trustee meeting (Edwards Campus) from 9:30 – 4:30 (including committee meetings)
 - a) Government Relations Committee Meeting
 - b) Approve Tuition and Fees for FY 2016-17
 - c) Locations for Posting Notice of Meetings

- d) Accept Quarterly Financials (2nd Qtr.)
- e) Board of Trustees Charge to External Auditors
- f) Approve CCHE Report
- g) Soft/electronic documents for board materials and board packets
- h) Committee assignments – Audit, Government Relations, Foundation Rep.

The Trustee meeting ended at 2:00 pm.

Respectfully Submitted,



Pat Chlouber
Board of Trustees Secretary



Debbie Novak
Recording Secretary

The Board requested some time to meet and discuss board goals, talk through issues, and evaluate themselves. An annual retreat should give the Board this opportunity.

The Board also requested that management send out a rough estimate of agenda items for each meeting 2-3 weeks before the packet goes out so they can review it. Consent Agenda development may be more efficient this way.

Tuition and Discounts Work Session

Results of the Trustee Survey on Tuition Pricing

Matt Gianneschi presented the results of the Trustee survey on tuition pricing. The questions were framed as what percentage of the cost a student should pay in tuition. The results are as follows.

In district 2-25%; the average was 17%. Current tuition is 11% of cost. 17% would be \$85/credit hour. The Bachelor rate is now \$99 (about 20%).

In-service; the average was 32% of cost. (Current tuition is \$106 or 21% of cost). Tuition at 32% of cost would be \$160/credit hour.

In state; the average was 55.5% of cost. (Current tuition is \$107 or 22% of cost). Tuition at 56% of cost would be \$280/credit hour

Non resident; the average was 91% of cost. (Current tuition is \$383 or 78% of cost). The planned price for 2016-17 is \$429/credit hour which is 86% of cost.

Non-credit – personal fulfillment – the average was 33% of cost. (Current price varies). The rate depends on the rate paid to the instructor. Rates for instructors are negotiated. The State prohibits using state funding on non-credit courses, although the College could use local funds for non-credit courses, but there are implications.

An option could be to use mill levy support in the short term until the courses pay for themselves.

Tuition “Gap” Discussed in November 2015

ESL – the average was 22.3% of cost. (Current price is \$10/unit). The proposed 2016-17 tuition is \$20/unit. FTE for ESL collegewide is 75 with expenses of \$1.2 million. Expenses per FTE is \$16,000 – Tuition at 22% of cost would be \$117/unit.

Presentation of Proposed Tuition Options for 2016-2021

In district - \$5 incremental increase for 5 years.

In state - \$20/ year incremental for 5 years – Registrar Shane Larsen is in agreement with this plan.

Non Resident – the proposed raise to \$429/credit hour will close the gap next year and the tuition is still lower than Aims.

Technology Fee Concept

A technology fee could help cover 80% of internet connectivity and 100% of computer lab replacement costs (700k cost)

Recommendations:

Create technology fee for enrolled students

Adjust the fee based on student status (full time vs. part time)

Create a technology fee for residence hall students (flat rate)

The Board requested 2 hours in January to discuss philosophical principles on tuition in the morning so they are prepared for a vote in the afternoon. (net costs, expense projections-efficiencies, etc.) They would like to see all info about the 5 year plan on one page, what net tuition would be and gross tuition, and proposals for cutting costs and the impacts the cuts will have.

Capital Planning Work Session & Updates

Planning Process – It was decided the full board is needed rather than a committee at this time. Below is the calendar the Board felt was appropriate.

Process Tied to Annual College Budget

- March - May
 - Collect campus project needs; justification sheet for each project
 - Develop/update campus “vision”
- June
 - Review/revise with College Council
- August
 - CMC Board: Campus Leaders review project list
 - Include campus “visions” and updated employee surveys as applicable
- September
 - College senior management develops recommendations for Board consideration
 - Immediate need (1 year); near term (2-3 year); long term (> 3 year)
- October
 - CMC Board: Ratify recommendation
 - Complete project rating sheets
- November – March:
 - Determine conceptual design, budget and funding
- March:
 - CMC Board: Detail Review of Key Project Status
 - Design, budget and funding options
- May
 - CMC Board: Review Capital Budget as part of the following Year’s Budget
- June:
 - CMC Board: approval for work to be started in the following fiscal year

Continue with the 7 projects previously discussed for FY2016-17

Breckenridge Addition, Summit Vision, Spring Valley Master Plan, Cooper Commons 2nd Floor, Aspen Vision, Housing Plan

- Special Board Work Session on January 21, 2016 to discuss
 - Summit County Vision
 - College-wide Housing Philosophy
- Discussion in Board work sessions March 4, 2016

- Final approval in June 2016

Start the new process for FY2017-18 in March 2016

- First Board review in August 2016

Process will reside in Board Policy, Number 8.3: Real Property, Facilities and Land Use

- Includes all projects over \$500K and/or impact campus real property

The Board requested adding a capital session on January 21, 2016, after the regular January meeting to discuss the following:

- Summit Vision
 - Should the college consider consolidated campuses, or alternate arrangements?
 - If we keep 2 locations, should we sell Dillon and rent a space in the North county (possibly Silverthorne?) (Keeping in context the extra cost of extra locations)
 - If we stay at Dillon, come in with a variety of proposals
 - Mixed Use with Retail, on the 1st floor, with academic on the 2nd and 3rd floors
 - Could this be a Housing location
 - Come up with how it gets built and we don't operate it (eg: Housing Authorities, etc.)
 - Different ways of funding new construction and operating the new Facility
 - The retail pays for our part, Housing Authority, etc
 - Some of the conversation
 - Dillon wants us to stay; political issues with leaving Dillon?
 - If we aren't in the North County, people may drive to Red Rocks Community College, rather than come to Breckenridge
 - Will the people come if you build a mixed use campus?
 - Get county demographics
 - Run the numbers for duplicate services vs single
 - If we stay in Dillon and mixed use building, do we offer a different array of classes
- Housing Philosophy
 - The board would like to see housing materials earlier than usual in order to have time to review.