

Colorado Mountain College

Board of Trustees Meeting Minutes

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

May 20, 2016
9:00 am – 3:40 pm

Location: Spring Valley Campus, Glenwood Springs

Joint Meeting of CMC and Foundation Governing Boards

Introductory Items

1. CMC Board of Trustees Convenes/Roll Call

Board of Trustees President Glenn Davis called the meeting to order at 9:03 am and roll was taken.

Glenn Davis
Pat Chlouber
Charles Cunniffe
Ken Brenner
Patty Theobald
Mary Ellen Denomy
Kathy Goudy

CMC Foundation Board Convenes/Roll Call

Foundation Board Chair Bere Neas called the Foundation meeting to order at 9:04 am and roll was taken. The following Foundation Board members were present:

Bere Neas
Kyle Welch
Jay Rickstrew
Tito Liotta
Bob Ferguson
Ed Brown

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Welcoming Remarks/Framing the Day (Chairs)

Board President Davis and Foundation Chair Neas welcomed all to the meeting and called for introductions.

4. 2014-15 Advancement & Foundation Report

Foundation CEO and Vice President of Advancement Kristin Heath Colon gave a report on the Foundation's history and advancement of college strategic priorities.

5. Philanthropic Partnership "Value-Add"

Vision & Goals

College President Besnette Hauser and Kristin Colon discussed the philanthropic partnership between the Foundation and the College.

Strategic Discussion between CMC Trustees and Foundation Board

- The College/Foundation partnership – best practices re-fresher

The College-Foundation structure, similar to that used by other institutions in higher education, is largely defined in the Cooperation Agreement between the two organizations. The College and Foundation intend to revise the Cooperation Agreement form later this year.

Relationships and student financial assistance are the Foundation's primary role. The Foundation also has conducted campaigns to improve facilities, and new projects have created more awareness about the College. Telling our stories needs to be a higher priority in marketing the College, with the objective including more than just getting higher enrollments.

Discussion ensued about roles, scholarships, etc., and keeping an arm's length between supporters and the Trustees so they can support the College without having undue influence on the College.

- Distinguishing General College Advancement and Foundation-specific activities
Kristin Colon discussed many of the activities the College sponsors, including the 50th anniversary celebration, concerts, stories in the paper, marketing, etc., all of which help attract students.
- Foundation short term, medium term, and long term projects in support of the College's key priorities
Kristin Colon gave an overview of the Foundation's projects, stating the document is fluid and dependent on what the Board deems as the highest strategic priorities. The Foundation looks to support what the Board decides are the priorities.
- Celebrating CMC's 50th Anniversary (Spring 2016 – Fall 2017)
The theme of the 50th anniversary celebration is to thank our constituents, generate pride in the College and engage the community with the tagline "Because of you..." Feedback is welcome through campus leaders. Kristin asked Trustees to let the Foundation know if they are interested in helping with the celebration and/or if they know others that would be.

Questions arose about whether the College should advance taxpayer dollars to the Foundation. Members of both boards engaged in a lengthy discussion about the historic return of college funds by the Foundation together with additional contributions. The Foundation return on College funds advanced has been an average of 3-1 over the past 10 years. Contributed funds have been directed to assist students or to defray the cost of building projects through capital campaigns. Many felt the Foundation and the College should be working together for the College, students and communities as one team.

College Board of Trustees Action Item

6. Renew Cooperation and Services Agreement

ACTION: Trustee Brenner Moved to approve the renewal of the Cooperation Agreement, including suggested revisions to sections 2.4 and 2.6, as approved by the Foundation Board of Directors on May 19; Trustee Theobald Seconded the Motion and it carried 5-2.

A Roll Call Vote was taken:

Chlouber - Aye

Goudy - Nay

Denomy - Nay

Theobald - Aye

Brenner - Aye

Cunniffe - Aye

Davis - Aye

Joint Boards Lunch (new logo and brand reveal)

Director of Marketing Doug Stewart introduced a video unveiling CMC's new brand. Foundation board member Bobby Ferguson told the story of one student on the video and how CMC has helped many of his clients. This video should be shown to high school students as the emotional impact is great.

College Board of Trustees Meeting

Introductory Items

7. Trustee Meeting Call to Order
Board President Davis called the Trustee meeting to order at 12:55 pm.
8. Approve Agenda (Additions/Deletions)

ACTION: Trustee Cunniffe Moved to approve the Agenda without the Executive Session: Trustee Chlouber Seconded the Motion and it carried unanimously.

9. Approve Minutes

ACTION: Trustee Chlouber Moved to approve the Minutes from January 20, 22, March 4, and April 13 as written: Trustee Goudy Seconded the Motion and it carried unanimously.

10. Public Comment (see sign-up sheet)
There was no public comment.
11. Campus Update
Roaring Fork Campus Dean Heather Exby welcomed all to the campus and asked if there were any questions about her report. There were none.

President's Report and Agenda Overview

President Besnette Hauser highlighted some of the items in the President's report, with the full report made available to Trustees. She thanked Leadville Campus Vice President James Taylor for his service to the College. Management is working to position the new leader for longevity and success by an in-depth examination of what's best for the campus. Listening sessions, data, projections, etc. will help with the decision of what the new leadership will look like long term. Rifle Campus Dean Rachel Pokrandt has volunteered to fill in as interim Vice President at the Leadville campus. She will be the interim for up to a year and we will augment the Rifle dean position with Regional Vice President Richard Maestas. Trustee Brenner suggested the trustees send a thank you to James, and Trustee Chlouber will draft the letter.

This was Vice President of Student Affairs Lin Stickler's last meeting. Lin spoke about Strategic Enrollment Management plan highlights.

Trustee Comments

- March workshop, continued: Capital Planning Vision
Trustee Cunniffe added his comments and capital planning vision to those previously expressed by the other Trustees, noting that he sees great potential with future Aspen growth. He would like to see the Isaacson School based in Aspen and wants to retain Mr. Isaacson's enthusiasm in order to keep moving forward. The College continues to look at acquiring adjacent property and, if that is not an option, the College will continue looking at other expansion alternatives. There have been many discussions with the Aspen Institute, Aspen Ski Co and Walter Isaacson, looking for support and thoroughly vetting all options.

In relation to any actual or perceived conflict of interest based on his work for the college, Trustee Cunniffe stated that he previously prepared conceptual drawings for college use during discussion of Aspen campus options. Trustee Cunniffe stated that he has not been paid for the work, has no financial interest in any expansion work, and all conceptual drawings have been provided to the college on a pro-bono basis. He confirmed that he has no financial involvement with anybody involved in any proposed Aspen campus project. He has been involved in the conversations to engage the community before going further with the project. The Board asked Trustee Cunniffe to update the board if anything changes.

The remaining Trustees acknowledged Trustee Cunniffe's disclosure, generally noting that there was no concern with his contributed services at this point. Trustee Denomy reserved her opinion until she can do more research, noting that this wasn't on the agenda as a discussion item.

Trustee Goudy is concerned there is not a Capital plan/philosophy setting forth perimeters with which to look at projects. President Besnette Hauser reminded the Board there are 2 parallel tracks; one short term for the upcoming budget and a long term plan. There are 4 or 5 projects on which the College has been moving forward. There was a question about how the prior plan was built. Administration brought recommendations to the Board on current capital projects and the Board accepted those recommendations. The Foundation was also very involved in the process. Since the College is a multi-campus organizations we may want to have guiding principles so the plan is more strategic; the old process could be a bit arbitrary. The Board has requested that administration provide at the June meeting a summary extracted from prior Capital plan options (by site). The enhanced information will be accompanied by a prioritization matrix. Information from the Master Academic Plan, community surveys, and related information also will be available later this summer. The Board expects to engage in a philosophical discussion, looking at what our communities expect from CMC, whether housing needs to be expanded and other policy matters affecting specific capital project decisions.

12. Improving meeting scheduling

Trustee Goudy proposed to set up an agenda building Board committee and draft charter to assist with communication. President Besnette Hauser stated she will entertain anything that makes improvements, requesting the opportunity to improve the current process without adding another committee. Discussion ensued about how to prepare board meeting agendas. Trustees suggested that the board would like to reduce administration presentation time and increase Trustee opportunities to discuss agenda items.

Consent Agenda/Action

13. Accept Quarterly Financials (3rd Qtr.)

14. Approve Board Budget for FY2016-17

15. Course Fees

16. Audit Committee Charter

ACTION: Trustee Brenner Moved to Accept the Quarterly Financials, Approve the Board Budget for FY 2016-17 and Course Fees; Trustee Goudy Seconded the Motion and it carried unanimously.

Trustee Chlouber was out of the room for this vote.

ACTION: Trustee Brenner Moved to Approve the Audit Committee Charter with the proposed amendment: The second paragraph under the heading "Authority and Responsibilities" is amended by the addition of a new sentence, immediately following the first sentence, which reads as follows:

"The committee shall conduct a Request For Proposal for audit services to Colorado Mountain College and recommend selection of a new independent auditor at least every five years. "

Trustee Cunniffe seconded the Motion and it carried unanimously.

Action Items

17. Cooper Commons Completion

a. FMLD Grant Agreement Resolution

Vice President of Fiscal Affairs Linda English presented the FMLD Grant Agreement Resolution and the Cooper Commons Property Acquisition Resolution, stating that the grant is for \$725,000. Trustee Denomy stated that the College should not spend grant funds until they are received due to a recent court action involving State funds.

ACTION: Trustee Brenner Moved to Approve the FMLD Grant Agreement Resolution; Trustee Goudy Seconded the Motion and it carried unanimously.

b. Cooper Commons Property Acquisition Resolution

ACTION: Trustee Goudy Moved to Approve the Cooper Commons Property Acquisition Resolution/ Trustee Cunniffe Seconded the Motion and it carried unanimously.

18. Crown Point Building Elevator

Facilities Director Pete Waller discussed the elevator construction work and the RFP distributed for selection of a contractor. KW Construction won the bid by quoting the lowest cost, offering proven work quality based on past experience, and committing to hire local subcontractors. Administration notified the Trustees that the principal of KW Construction, Kyle Welch, is a member of the Foundation Board of Directors, and Trustee Brenner posed a series of questions to confirm the following:

- The College conducted its RFP process through a decision-making committee in the manner required by CMC's procurement policy.
- The selection committee did not engage in any conversations with KW Construction about the project or the selection process prior to or during the RFP period.
- The College has not been contacted by or subject to any influence by Mr. Welch or any other KW Construction representative regarding selection of KW Construction.

ACTION: Trustee Brenner Moved to approve the Crown Point building elevator contract with KW Construction; Trustee Goudy seconded the Motion and it carried unanimously.

Information/Discussion

19. 1st Budget Hearing FY2016-17

Linda English and Budget and Finance Director Mary Boyd discussed the FY2016-17 the budget. Trustees felt they were fully informed during their 1-1 meetings with Linda and Chief Operating Officer Matt Gianneschi. Linda asked the Board if they have any questions or concerns, to contact her before the June meeting.

20. ESL/GED Taskforce progress report

Director of Developmental Education Yvette Myrick and ESL faculty member Virginia Nicolai presented a framework on how to move forward with a sustainable plan for ESL and GED. They are proposing to look at alternative solutions over the next year on how to increase revenues and decrease the cost. There will be two pathways; career and college, and assurance of consistency across college along with on-line access with more material. The program is currently very consistent due to the fact that AEFLA grant has specific requirements.

Supplemental Information

21. Human Resources/Personnel Update

22. Health Benefit Costs Update

Matt Gianneschi spoke to the Board to give them a sense of premium rates, projected rates and the College's approach due to the Affordable Health Care Act. There has been a request for help from the Federal Government for relief in high cost areas. Healthy lifestyles should be encouraged.

23. Academic Affairs Update

- Faculty Promotions

24. Employer & Community Surveys Update

25. Master Academic Plan Update

Executive Summary

26. Sabbatical Report

27. Facilities Update

- Breckenridge Housing Update

28. AGB Conference Notes

29. Board Portal Update

President Besnette Hauser highlighted some of the additional supplemental information.

Board members asked about student surveys and whether they are done annually. There are about 22 of them. The Board requested a summary of the results for the June meeting.

New Business

30. Friday, June 24, 2016, Trustee meeting in Breckenridge (11 am – 4:00 pm)
- a. Meet and Greet with faculty/staff and community members
 - b. Year-end budget supplemental appropriation
 - c. Final Budget Hearing – Adopt budget and appropriate funding
 - d. Approval of President's Goals/Work Plan 2016-17
 - e. Discuss and outline the August Retreat/Planning session
 - f. Strawman philosophy /summary – capital planning (and agenda for August)
 - g. Executive Session
 - h. Legislative committee report-recap of legislative session and preview for next session
 - i. Agenda committee

The meeting was adjourned at 3:40 pm.

Respectfully Submitted,



Pat Chlouber
Board of Trustees Secretary



Debbie Novak
Recording Secretary