



Regular Board of Trustees (BOT) Meeting Minutes

October 7, 2021

9:00 AM. – 4:00 PM

I. CALL TO ORDER

Chair Shaddock convened the regular meeting of the Board of Trustees for Western Colorado University at **9:00 AM**.

II. ATTENDANCE

Trustees Present

Chair Shaddock, Trustee Engleman (Student Rep), Trustee Ferchau (joined at 9:05 AM), Trustee Gallegos, Trustee Miccoli (Faculty Rep), Trustee Oates (via Zoom), Trustee Pribyl, Trustee Szczurek, Trustee Todd, Trustee Vasquez (via Zoom)

Trustees Absent

Trustee Blessman (**Excused**)

Additional Attendees

Interim President Chisholm, Natalie Powell (Attorney), Abel Chavez (VP), Brad Baca(VP), Julie Baca (VP), Mike LaPlante (VP), Bill Niemi(VP), Kevin Alexander (AVP), Pat Magee! (Faculty Senate Rep), Sherry Ford (Director), Tom Burggraf (Executive Director), Kelli Kelty (Politicalworks), Tamara Toomey (Executive Assistant), Sam Liebl (Editor)

Total Attendees: 24

III. APPROVAL OF THE AGENDA

Trustee Pribyl moved to approve the agenda and Trustee Gallegos seconded. Motion carried.

IV. APPROVAL OF MINUTES

The previous Board meeting minutes were reviewed. Trustee Szczurek had minor changes that she will send to Tamara Toomey, Executive Assistant to the President. There was discussion about submitting minutes corrections prior to the Board meetings. *Trustee Ferchau moved that Trustees will submit minute corrections to Tamara Toomey and will copy Interim President Chisholm within 48 business hours of receiving the Board packet. Trustee Pribyl seconded, and the motion carried. Prior meeting minutes were approved by consensus, with Trustee Szczurek's proposed changes.*

V. EXECUTIVE SESSION

Executive Session was requested by Chair Shaddock under Section 24-6-402(3)(a)(II), and (3)(b)(I) of the C.R.S to consider personnel matters and/or to receive legal advice. *Trustee Todd moved to convene Executive Session and Trustee Pribyl seconded. Executive session convened at **9:15 AM** and ended at **10:32 AM**.*

Break until **10:37 AM**.

VI. REVIEW OF ACTION ITEMS FROM JULY 15, 2021 BOT MEETING

Trustee Szczurek suggested a minor change to the action item regarding the values statement. It was agreed, *by consensus*, to add “and draft vision statement” to reflect the work on both items.

VII. ORAL REPORTS

- A. Board Chair: Chair Shaddock discussed changes intended to make the Board's meetings more efficient. Changes include having more concise minutes that accurately reflect the Board actions, as well as other actions such as referencing the page number of the Board package for agenda items, clarification on calling the question, submitting complex amendments in writing, and debate time limitations. Board Minutes will be posted as of this meeting.
- B. Interim President: Interim President Chisholm summarized her robust efforts to connect with students, faculty, staff, and other campus groups since the July Board meeting with the goal of building community, engagement, and communicating about the Board's efforts. She highlighted the efforts of the campus and COVID Cabinet to minimize positive cases as much as possible.
- C. Student Trustee: Trustee Engleman shared that SGA started the year with half a team in place but all positions are now filled. Decision to donate over \$22,000 to Safe Ride. A small group of students expressed concern with the COVID vaccine policies, and one student expressed concern about campus mental health resources.
- D. Faculty Trustee: Trustee Miccoli shared that weekly COVID reporting is appreciated. Request that presidential search communications be sent weekly. Interim President Chisholm's communication efforts, accessibility, and transparency have been appreciated and well received by faculty
- E. Faculty Senate Chair: Pat Magee! shared that faculty appreciate the weekly COVID updates and most are satisfied with campus COVID policies and don't support dropping mask policy. Subcommittees formed to review sections of the Trustee Policy Manual (TPM). DEI Committee's goals were approved along with bylaw changes making DEI a standing committee of Faculty Senate. Main faculty concerns are staying healthy and keeping in person teaching, salaries/cost of living, limited housing, and tenure density. Faculty are grateful to the Board for increasing salaries of lecturers and for President Chisholm's outreach.
- F. Mid-Managers Chair: Sherry Ford shared the completion of the alternative workplace arrangement policy, which was approved by Cabinet. Some staff report feeling the lack of housing and increased cost of living, which are making it difficult to fill and retain some positions. Specific outreach efforts were appreciated and information regarding resignations will be collected where possible.
- G. Foundation Executive Director: Tom Burggraf reported that giving totals of \$6.5M are ahead of last year when factoring out the major estate gift received in the spring. Annual appeals will be sent out this week followed by President's Club letters.
- H. Legislative Report: Kelli Kelty reported we can expect an increased number of bills, more politically divisive bills, and budgetary decisions in the upcoming session. Actively pursuing phase two of the joint technology project. There is interest in expanding the tuition pledges towards debt for IHEs, including Western. HB1330 task force will report out in a couple of months.

VIII. PUBLIC COMMENT

None.

IX. ACTION ITEMS

- A. Personnel Action and Information Items

Trustee Todd moved to approve Personnel Action and Information Items and Trustee Szczurek seconded. Motion carried. Interim President Chisholm reported that resignations are up slightly related to career advancement, location, and salary issues. This is consistent across all Colorado IHEs and the national great resignation situation. She will see if we can learn more from exit interviews.

B. Ad-Hoc Committee on Policy (1-1.8, Appx B & C)

Chair Shaddock presented the work of the Ad-Hoc Committee on Policy.

Trustee Todd moved to adopt the recommendations made by the Ad-Hoc Committee on Policy and was seconded by Trustee Pribyl. Motion carried.

C. FY2021-22 Current Fund Budget Adjustments and FY2020-21 FYE Budget Variance

Report: Brad Baca, Chief Operating Officer, reported on budget variances and proposed amendments to the FY2021-22 current funds. *Trustee Ferchau moved for the Board to approve the amended current funds budget and Trustee Gallegos seconded. Motion carried.*

D. Roll-call Vote on Support for W.A. “Tex” Moncrief, Jr. Petroleum Geology Program per Rady Agreement: Dr. Brad Burton, Rady Chair, presented on the Petroleum Geology program, an Education option, and a new energy degree within the program. Roll call vote:

- Trustee Engleman: yes
- Trustee Gallegos: yes
- Trustee Vasquez: yes
- Trustee Oates: yes
- Trustee Pribyl: yes
- Trustee Szczurek: yes
- Trustee Ferchau: yes
- Trustee Todd: yes
- Trustee Miccoli: yes
- Interim President Chisholm: yes
- Bill Niemi, VPAA: yes
- Robin Bingham, NES Dept. Chair: yes (voted via email)

Recess: **12:25 PM**

Reconvened: **1:18 PM**

E. Discharge of the Ad-Hoc Committee for Action

Interim President Chisholm discussed the status of the Action Items from the July meeting. Trustee Szczurek presented a final report on the Ad-Hoc Committee for Action (attached). *Trustee Szczurek moved to discharge the Ad-Hoc Committee for Action subject to completing work in progress, continuing ongoing efforts, remembering lessons learned embedded in Actions, and attaching the final report in the 10/7/21 BOT minutes. Rich Todd seconded. Motion carried.*

X. DISCUSSION TOPICS

A. Board Vision and Values Update

Interim President Chisholm presented the most recent version of the Western Vision and Values. *Trustee Szczurek moved to share the Vision and Values with the Presidential Search Committee for use in the search process and Trustee Pribyl seconded. Motion carried.*

B. Student Enrollment Update

Dr. Abel Chávez, Vice President of Enrollment and Student Success, presented a five-year enrollment update to the Board and referred members to the reports in the Board pack.

C. Presidential Search Update

Trustee Pribyl referred Board members to the presentation submitted by AGB and the Presidential Search timeline in the Board pack.

D. Western 2020-21 Administrative Annual Report – Draft

Chair Shaddock noted that feedback can be sent to Tamara Toomey with Interim President Chisholm copied.

- E. Elevate Western Campaign Update
Mike LaPlante, Chief Advancement Officer, reviewed the Elevate Western Campaign dashboard.

XI. WRITTEN REPORTS

- A. Organizational Chart
- B. HB21-1330 Task Force
- C. COVID Update
- D. Campus Updates

XII. Other Business


- A. Zoom Chat: Sam Liebl submitted a Zoom chat message: “As a member of the press, I would like to voice opposition to Western having a single finalist in the search. We believe that three finalists is an important part of transparency and one that Western should uphold.” Chair Shaddock responded that the Board’s goal is, and has been, to bring in three finalist candidates.
- B. Campus Safety: Trustee Szczurek asked about campus safety improvements. Julie Baca, VP Administration, responded that some improvements have been made including walkways, lighting additions and upgrades. Further progress to be shared at the December meeting.
- C. Board Webpage: Trustee Szczurek asked about updates/content changes to the Trustee webpage. Chair Shaddock and Interim President Chisholm will discuss and report back.
- D. Housing: Trustee Szczurek asked for a short update of the housing issues in the valley. Julie Baca responded that there are active plans underway and will report on these at the December meeting
- E. Higher Learning Commission (HLC) Accreditation: Trustee Szczurek asked about the preparations for our upcoming HLC accreditation. Chair Shaddock said she is visiting with the committee on Friday and will update the Board.

XIII. SET NEXT MEETING AGENDA: DECEMBER 9, 2021


- A. Trustee Engleman would like to add a 10-minute discussion about campus security, cameras/surveillance, and to share the process he and Abel Chávez have been developing.
- B. Any other additions can be sent to Interim President Chisholm with Chair Shaddock copied.

XIV. ADJOURNMENT

Chair Shaddock adjourned the meeting at **3:34 PM**.



**Western Colorado University
Ad Hoc Committee for Action**
Oct 7, 2021 final report at BOT Meeting
from Trustee Szczurek, Chair



THANK YOU!

- Ad Hoc Committee for Action formed 1/19/2021
- Thanks to participating Board members:
 - Erich Ferchau, Pam Shaddock, Jim Pribyl, Rich Todd, Aquino Gallegos, Chris Blee, Anthony Miccoli, Miriam Olvera, Chris Blee, and Theresa Szczurek (chair)
- Thanks to Administration and Staff for support
- Thanks to all constituents for providing inputs

10/7/2021 Final Report of Ad Hoc Committee of Action
by Theresa Szczurek, Chair 2

CHARGE

- Recommend and take actions to address the campus conversations at Western that ensued after the events of January 6th.

10/7/2021 Final Report of Ad Hoc Committee of Action
by Theresa Szczurek, Chair 3

Established Four Recommended Actions

- **Action 1:** Improve Trustee Communications and Outreach
- **Action 2:** Discern and proclaim Western Core Values and Vision
- **Action 3:** Improve Administrative Communications
- **Action 4:** Strengthen Western's Commitment to Shared Governance and Policies
 - Approved 2/4/2021 by Full Board of Trustees

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by Theresa Szczurek, Chair 4

ACCOMPLISHMENTS

- Good progress made
- Some work in progress
- Must continue ongoing work

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by Theresa Szczurek, Chair 5

Recommendations Approved 2/4 by BOT

- 1. Improve Trustee Communications and Outreach**
 - Board of Trustees to issue a statement on the situation and actions. (Now **APPROVED AND POSTED on Web (removed?)**)
 - Create automatic reply to BoT portal incoming messages acknowledging message receipt and thanks the sender for inputs. **COMPLETE**
 - BoT should host listening sessions to hear all voices during the Spring of 2021. **8 sessions held (five steps approved 4/27, underway)**
 - Encourage Trustees to build relationships with University constituents (**ongoing**)
 - encourage Trustees to attend classes (Oct 8th)
 - schedule 2-day BoT meetings that allows Trustees time for more touch points with constituents
 - encourage Trustees to attend WCU Student Government Association (SGA) meetings) and other WCU activities
 - Many other activities (BOT letter to Deans at graduation, some BOT attended Graduation receptions and participated in Graduation)
 - Establish and educate Trustees, faculty, staff, and students on appropriate communications channels. (**ongoing**)

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by Theresa Szczurek, Chair 6

1: Five Steps from Listening Sessions

(approved 4/27/2021 by full BOT)

- Schedule additional Listening Sessions (Discharged 7/15/21 at BOT meeting)
- Trustee Communications
 - more BOT transparency by posting BOT meeting minutes on website, making sure they meet accessibility standard, after approved (in progress)
 - process to efficiently handle responses to BOT portal (Ad Hoc Committee for Policy proposed process, to approve 10/7 at BOT)
- Invite a Staff rep report at each BOT meeting (ongoing)
- Ask DEI Committee to work with the Administration analyze, generate, review with BOT, and then post deeper diversity and equity reports including compensation. (in progress)
- Charge a communications team (one rep from admin, staff, and faculty) to propose ways to improve internal communications means (Policy sent out in Fall 2021, as per Nancy)
 - Explore ways to improve westerninfo (as first step)
 - Make proposal for possibly other internal communications means.

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Recommendations Approved 2/4 by BOT

2. Discern and proclaim Western Core Values and Vision Statement

- BoT should develop a vision statement and discern core values for Western (at July Retreat)
- Ongoing work to get constituents inputs
- Finalize by December 2021 BOT meeting and put to use

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Recommendations Approved 2/4 by BOT

3. Improve Administrative Communications

- Develop a plan within one month, that will be approved by BoT, on improved presidential and campus-wide communications, to include goals, performance metrics, specific actions, and clear, transparent reporting approach. (Discussions took place. Given change in leadership, BOT discharged at 7/15/2021 BOT meeting.)
- Recognizing our commitment to shared governance, student body should be included on all appropriate communications from President to faculty and staff. (Ongoing)
- Remind WCU community of existing grievance procedures. (COMPLETE and ongoing)

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Recommendations Approved 2/4 by BOT

4. Strengthen Western's Commitment to Shared Governance and Policies

- Utilize the Concept: One Western, Many Voices
- All constituents must work harder on using this shared government concept
- BoT expects review of shared governance in annual performance review of President.
- Trustee Policy Manual (TPM) Sections 1.3, 1.9, 3.5, 5.4, and more will be revised to strengthen this concept by incorporating inputs from relevant constituents and especially governing Trustee email responses to Western community. Reconvene Ad Hoc Committee on Meeting Efficiencies, Bylaws and Policy. (In progress)
- Review and update Employee Handbook for Professional Personnel and other key documents after receiving input from administration, faculty, staff, and students, where applicable. (In progress by Ad Hoc Policy committee)

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Motion

- Subject to completing work in progress, continuing ongoing efforts, remembering lessons learned embedded in Actions, and attaching this final report in the 10/7/2021 BOT minutes,
- I, Theresa Szczurek, Trustee and Chair, move to discharge the Ad Hoc Committee for Action
 - Motion carried at 10/7/2021 BOT meeting

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