



Regular Board of Trustees (BOT) Meeting Minutes

December 9, 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 **9:01 AM**.

II. ATTENDANCE

Trustees Present

Chair Shaddock, Trustee Blessman, Trustee Engleman (Student Rep), Trustee Ferchau, Trustee Gallegos, Trustee Miccoli (Faculty Rep), Trustee Pribyl, Trustee Szczurek, Trustee Todd

Trustees Absent

Trustee Vasquez , Trustee Oates

Additional Attendees

Interim President Chisholm, Natalie Powell (Attorney), Brad Baca (EVP), Julie Baca (VP), Bill Niemi (VP), Kevin Alexander (AVP), Mike LaPlante (VP), Tom Burggraf (Executive Director, WCU Foundation), Tamara Toomey (Executive Assistant), Abel Chavez (VP), Kelli Kelty (Politicalworks), Pat Magee! (Faculty Senate Rep), Taryn Mead (Faculty), Sam Liebl (Editor, Gunnison Country Times), Kelsey Bennett (AVP), Suzanne Taylor (Faculty), Sherry Ford (Director), Brian Waggoner (student) Josh Eberly (community member), Derek Veerkamp (Servitas), and Angel Rivera (Servitas), Chandler Hutchinson (student), Peter Breche (student)

Total Attendees: 32

III. APPROVAL OF THE AGENDA

Trustee Szczurek proposed adding “Other Business” to the end of agenda, prior to adjournment. *Amended agenda approved by consensus.*

IV. EXECUTIVE SESSION

Executive Session was requested by Chair Shaddock under Section 24-6-402(3)(b)(I), C.R.S. and 24-6-402(3)(a)(II), C.R.S to consider personnel matters and to receive legal advice. *Trustee Blessman moved to convene Executive Session, and Trustee Pribyl seconded.* Executive session convened at **9:08 AM** and ended at **10:13 AM**.

Break 10:13 AM – 10:20 AM

V. APPROVAL OF MINUTES

Trustee Szczurek moved to approve the previous Special Board Meeting minutes and Trustee Blessman seconded. Motion carried. Trustee Pribyl moved to approve the regular meeting minutes from 10/7/21, and Trustee Ferchau seconded. Motion carried.

VI. REVIEW OF ACTION ITEMS FROM OCTOBER 7, 2021 BOT MEETING

VII. ORAL REPORTS

A. Board Chair: Chair Shaddock passed.

- B. Interim President: Interim President Chisholm provided updates on COVID mitigation efforts, her Faculty Senate address last week, the return of a potential bill that circulated last year regarding state employees, and the administrative annual report.
- C. Student Trustee: Trustee Engleman updated the Board on Timely Care (a program that provides telehealth mental health services for Western students), SGA's annual review of their constitution and bylaws this spring, and SGA elections scheduled for after spring break.
- D. Faculty Trustee: Trustee Miccoli passed.
- E. Faculty Senate Chair: Pat Magee! reported that salary, tenure density, work-load, and housing are continued faculty concerns. Faculty are supportive of the Signal Peak Housing Project with some concerns that are being appropriately and proactively addressed.
- F. Mid Managers Chair: Sherry Ford reported staff fatigue regarding COVID and team shortages. As requested, she provided more information about staff turnover, with the main reasons reported as housing, COVID, cost of living, and normal transition to other employment. Chair Shaddock asked about her recent appointment – she was elected by industry peers to serve on Colorado's procurement advisory council.
- G. Foundation Executive Director: Tom Burggraf reported that the Foundation has yielded over \$1M in nine months. Trustee Blessman asked if there is a BOT giving strategy. Tom deferred to Mike LaPlante who will discuss in his report.
- H. Attorney General/Legal Report: Attorney Powell passed.
- I. Legislative Report: Kelli Kelty updated the Board on the joint technology project and the \$42 million budget proposal. Politicalworks is engaging on Western's behalf with other institutions and continues to speak with all legislators about funding support.

VIII. PUBLIC COMMENT

None.

IX. ACTION ITEMS

- A. Personnel Action and Information Items
Trustee Blessman moved to approve Personnel Action and Information Items, and Trustee Todd seconded. Motion carried.
- B. Revision to the *Handbook for Professional Personnel*, Section 2.04 (IV)
The revisions to Section 2.04 (IV) in the Board packet clarify that pay supplements must be approved by department heads and the respective Vice President prior to issuance and that this approval will serve as the method of processing pay supplements. *Trustee Pribyl moved to revise the Handbook for Professional Personnel Section 2.04 (IV), and Trustee Gallegos seconded. Motion carried.*
- C. Western 2020-21 Administrative Annual Report – Final
The report covers efforts and outcomes from this past year and the alignment with Western's strategic plan. *Trustee Blessman moved to approve the Western 2020-21 Administrative Annual Report, and Trustee Szczurek seconded. Motion carried.*
- D. Board Vision Statement and Values
Interim President Chisholm reviewed the vision and values survey feedback from the Board packet. The responses to the drafted vision statement and values were overwhelmingly positive. The grammatical and substantive trends were reviewed for the Board's consideration. *Trustee Pribyl moved to adopt the right-hand column vision statement with discussed changes, and Trustee Todd seconded. Motion carried.*

Trustee Szczurek moved to change the order of the descriptors under Courage and Stewardship and leave the title of Growth as is, and approving Integrity and Inclusivity as worded, and Trustee Blessman seconded. Trustee Miccoli and Faculty Senate Chair Pat Magee! supported. Motion carried. The next step is for the President and her staff to communicate the vision and values out.

E. Ad Hoc Committee on Policy

Chair Shaddock reviewed the redline amendments to sections 1.9 and 1.10 of the Trustee Policy Manual (TPM) for the Board's consideration, *and moved to adopt the recommendations made by the Ad-Hoc Committee on Policy for section 1.9 and 1.10 of the TPM. Trustee Szczurek seconded. Motion carried.* Chair Shaddock presented items in Section 1.9 that the committee was not able to reach consensus on for the Board's review. They were:

- 1) Trustee Szczurek's suggestion to add the words "as examples"
 - 2) Faculty clause regarding Faculty Senate policies versus Trustee Oates' expressed concerns
- Trustee Blessman moved to accept the changes to 1.9 put forth by Trustee Szczurek and the faculty, and Trustee Szczurek seconded. Motion carried. Trustee Szczurek moved to strike the words "proper" and strong" from section 1.9 under University-Level Policy, and Trustee Blessman seconded. Motion carried.*

Chair Shaddock presented items in Section 1.10 that the committee was not able to reach consensus on for the Board's review. *Trustee Szczurek moved to allow everyone, faculty and staff included, to sign up to speak on the day of the meeting instead of providing 7 days' notice, and Trustee Pribyl seconded. After, discussion, Trustee Pribyl withdrew his second and Trustee Szczurek withdrew the motion.*

Break 12:33-1:00

X. CELEBRATION FOR TRUSTEES WHOSE TERMS ARE ENDING: JIM OATES & AQUINO GALLEGOS

Chair Shaddock discussed Trustee Oates' and Trustee Gallegos' tenure with the Board and commended their service.

XI. DISCUSSION TOPICS

- A. Presidential Search Update – Trustee Pribyl, Search Chair, referred Board members to the presentation submitted by AGB and the search timeline in the Board packet. He then reviewed the timeline and Board commitments.
- B. Administrative Cost Analysis – VP Brad Baca referenced the memo and documents included in the Board packet, showing the lean administrative costs of Western as analyzed under the analysis of the American Council of Trustees and Alumni. He reviewed the administrative/instructional cost ratios of Western over the most recent five-year period of available data from the Integrated Postsecondary Education Data System (IPEDS). Trustee Miccoli suggested sharing the final information with faculty. Trustee Szczurek suggested this information be reported on to the BOT annually and included in the WCU financial dashboard.
- C. Elevate Western Campaign Update – Mike LaPlante, VP for Advancement, provided an update on the Campaign, answered the question regarding a Board giving strategy, and encouraged a continued focus on campaign goal. Trustee Pribyl suggested the objective of having 100% of Board of Trustees participate in the Elevate Campaign, as they are comfortable. Trustee Szczurek agreed with Trustee Pribyl and also suggested that Trustees participate in fundraising events, as they are able. An RFP for new CRM platform was submitted and Blackbaud, an industry leader in higher education, was selected. Alumni Ski weekend scheduled for the end of February.
- D. Draft 2022-23 Board of Trustees Meeting Schedule and Administrative Calendar – EVP Brad Baca reviewed the 2022-23 meeting schedule and referred members to the two options for the administrative calendar in the Board packet. A Board vote will be taken in February.

- E. Higher Learning Commission (HLC) Reaffirmation Process & Timeline – VP Bill Niemi reviewed the 10-year reaffirmation process for accreditation through the HLC. Dr. Taylor (Faculty) and Dr. Bennett (AVP) presented Western’s Accreditation Reaffirmation Process, including drafting an assurance argument and collecting evidence, which will be shared with Faculty Senate, the president, and the Board for review.

Break 2:36-2:41 PM

- F. Campus Surveillance Assessment Update – VP Abel Chávez referenced presentations included in the Board packet and the Board portal covering campus security, safety, and lighting. Students Chandler Hutchinson, Peter Breche, and Trustee Engleman also presented. Next steps in the process include filling in data gaps, updating the cost analysis, recirculating with stakeholders, and presenting recommendations to Cabinet in January. VP Chávez and the students will report back to the board at the February Board meeting.
- G. Signal Peak Ranch Workforce Housing Project – VP Julie Baca reviewed the Signal Peak Housing Project and referenced materials in the Board packet. She then turned the presentation over to Servitas representatives Derek Veerkamp and Angel Rivera who provided a project overview. The trustees had many questions about projected costs, short-term rentals, community response, rent increases, and risk. Chair Shaddock stated that they will hold a Trustee work session to further address these questions.

XII. WRITTEN REPORTS

- A. HB21-1330 Task Force
- B. Department of Higher Education Budget Request
- C. Enrollment Report
- D. Financial and Capital Construction Report
- E. Organizational Chart
- F. COVID-19 Campus Update
- G. Campus Updates

XIII. SET NEXT MEETING AGENDA: FEBRUARY 3, 2022

XIV. OTHER BUSINESS

Trustee Szczurek asked about the status of the Rady building agreements and transfer of ownership. Interim President Chisholm reported that this is in progress. Chair Shaddock asked for an update at the next meeting.

XV. ADJOURNMENT

Chair Shaddock adjourned the meeting at **3:59 PM**.