



**Meeting Minutes
Board Business Session**

**June 27, 2024
9:00am – 3:00pm
Crested Butte Community School Library**

I. Call to Order

The meeting was called to order by Vice Chair Buckley at 9:00am.

II. Attendance

Trustees: Vice Chair Buckley, Trustee Gutierrez (Zoom), Trustee Hamner, Faculty Trustee Mason, Trustee Szczurek, Student Trustee Tanner, Trustee Todd, Trustee Wiens, Trustee Vasquez (Zoom)

Non-Trustees: Brad Baca (President), Senator Jeff Bridges (via zoom), Representative Shannon Bird (via zoom), Representative Marc Catlin, Paul Giberson (Director of Retention & Completion), Ian Higgins (VP Finance & Administration), Kelli Kelty (Politicalworks-zoom), Senator Barbara Kirkmeyer (via zoom), Pat! Magee (Faculty Senate Chair), Steven D. Parker (VP Inclusivity), Lauren Peach (First Assistant Attorney General), Gary Pierson (Dean of Students), Caitlin Rovner (EA to the President- via zoom), Rep Emily Sirota (via zoom), Leslie Taylor (VP Marketing & Enrollment Management), Miles VanHee (Athletic Director), Senator Perry Will (via zoom), James Young (Campus Audio-Visual Manager), Jess Young (Provost), Sen Rachel Zenzinger (via zoom)

III. Approval of the Agenda

A motion to approve the agenda was made by Trustee Szczurek and seconded by Trustee Todd. The motion carried.

IV. Approval of Minutes for the Board of Trustees meeting of May 3, 2024

A motion to approve the minutes for the Board of Trustees meeting of May 3, 2024 with the addition of Trustee Blessman to the attendance record was made by Trustee Szczurek and seconded by Trustee Todd. The motion carried.

V. Review of Action Items from BOT Meeting of May 3, 2024

President Baca provided updates to the presented action items. It was requested that 'Trustee evaluation' be added as clarification to the item *Look into survey tools for Trustees*.

VI. Oral Reports

A. President

President Baca welcomed the group to Crested Butte for the Retreat. He provided updates on Propositions 50 and 108. Discussion followed, and it was determined that the Board would further discuss at a future meeting, once more information is available. President Baca shared the status of key administrative vacancies and the hiring processes and timelines for these.

B. Board Chair

Vice Chair Buckley did not deliver an official report.

C. Student Trustee

SGA is currently inactive, so Student Trustee Tanner had no business or current bills to report on. She has been working closely with her executive board and SGA faculty leadership to prepare for the first meeting on August 28th. She has been working with Sara Phillips to plan homecoming, orientation activities, and update the student's website for our incoming freshman. As President of the SGA, Tanner's goals for the year include emphasizing the importance and power of a position within SGA and focusing on communication both internally and externally with the campus community. Other than SGA activities students on and off campus have been participating in summer "Maymester" classes, online master's classes, and study abroad trips.

D. Faculty Trustee

Faculty Trustee Mason reported on summer activities. There are summer courses, many online, that are being offered. Students also still need advising help and recommendation letters written. There are research activities going on from astronomy to business. The main on-campus activities are run by the faculty that teach in the graduate programs: Summer Teacher Institute, Master of Arts in Education and Special Education, MEM Summer Intensive, Outdoor Industry MBA Fall Semester Immersion, and the Graduate Program in Creative Writing Summer Residency.

E. Faculty Senate Chair

Faculty Chair Magee! was thanked by the Board for his work as a leader and advocate. He reported on summer activities: many undergraduate and graduate students are engaged in research projects, including studies on the Uncompahgre Fritillary Butterfly, bird communities in sub-alpine forests, and ecological research in Taylor Park, often in collaboration with various agencies. The Faculty Evaluation Task Force, led by Associate Provost Ashley Carlson and Kimberly Yadon, is working on updates to be presented in the fall. The new GE program is progressing, with faculty developing new curriculum proposals for the Watersheds program, which will require significant effort to implement. Sustainability remains a key focus, with a call for continued progress towards sustainability goals, including the recent hiring of a Sustainability Director.

D. Administrative Leadership Council Chair

Paul Giberson reported that the Administrative Leadership Council (ALC) staff are working on the implementation of Workday and continuing support of current and incoming students. The ALC Leadership is currently reviewing the constitution and bylaws, with proposed changes to be discussed in July, and assessing membership to ensure the right individuals are included. Nominations for the ALC Leadership

elections, set for July, are now open. The council recently held a professional development retreat on Microsoft Teams, and while most committees are paused for the summer, the E3 committee remains active, focusing on enhancing the employee experience. Paul Giberson's term as ALC Cabinet and Board Representative ends in June, with Laurel Fisher taking over in July.

E. Athletic Director

Director Van Hee reported on Western's athletic standing across different cups. He shared that over 7,000 campers from 300 high schools were attending 42 Western camps this summer. The grand opening of the Rady Family Sports Complex will be on September 7th.

F. Legislative Report

Kelli Kely provided an update on the primary elections, a preview of the General Elections and an overview of ballot measures that could have impacts to higher education and Western.

VII. Public Comment

No public comments were submitted.

VIII. Action Items

A. Personnel Action and Information Items

A motion to approve the personnel items as presented was made by Trustee Todd and seconded by Trustee Hamner. The motion carried.

B. Proposed Revisions to the *Handbook for Professional Personnel*

Proposed revisions to Sections 2.05, 3.01, and 3.05 of the *Handbook for Professional Personnel* relating to employee leaves of absences, tenure-track faculty probationary period extension, and faculty oath or affirmation of office were presented. A motion to approve the proposed revisions was made by Trustee Hamner and seconded by Trustee Wiens. The motion carried.

C. Delegation of Authority to President to Approve Interim Policy Updates to the *Trustee Policy Manual*

First Assistant AG Lauren Peach presented on the proposal to delegate Board authority to President Baca to approve interim policy updates to ensure timely compliance with state and federal law.

First, the Colorado General Assembly passed SB 24-131, prohibiting all individuals from carrying firearms on campus, with limited exceptions, with an effective date of July 1, 2024. Section 3.4 (Policy Prohibiting Violence and Weapons) will need to be amended. The interim policy implementing this change can be initially completed via email to the campus community.

Additionally, the federal Department of Education published its final federal rule changes to Title IX of the Education Amendments of 1972 (Title IX) on April 19, 2024. The regulations take effect on August 1, 2024. Section 2.2 (Discrimination, Harassment and Retaliation), Section 3.5 (Policy Prohibiting Sexual Misconduct), and Section 3.14 (Pregnancy and Parenting) of the *Trustee Policy Manual* will all likely need updates to comply with the new Title IX regulations. Institutions of Higher Education in Colorado are discussing the options available to implement the new regulatory requirements.

A motion to delegate authority to President Baca to adopt interim policy updates to the *Trustee Policy Manual* as necessary for compliance with the new federal Title IX regulations and Colorado Senate Bill 24-131 was made by Trustee Szczurek and seconded by Trustee Hamner. The motion carried.

D. Resolution of Appreciation for State Funding Increase

President Baca provided a proposed resolution of appreciation for Joint Budget Committee members. A motion to approve the below resolution was made by Trustee Todd and seconded by Trustee Szczurek. The motion carried.

Resolution Of the Board of Trustees of Western Colorado University

Whereas, members of the legislative Joint Budget Committee (JBC) are responsible for setting the budget for the State of Colorado and allocating over \$40 billion in resources to various state departments and programs; and

Whereas, in the State of Colorado, revenue and spending limitations require careful consideration of funding priorities by the JBC to ensure that scarce resources are utilized to the maximum benefit of all Coloradoans; and

Whereas, over the past several years, the Joint Budget Committee has prioritized funding increases for higher education, recognizing its important role in strengthening Colorado's economic position and creating social mobility and financial security for Coloradoans; and

Whereas, during the Second Regular Session of the 74th General Assembly, the Joint Budget Committee established a rural funding component within the higher education funding model, resulting in an \$4.5 million increase in operational funding for Western, the largest increase in funding in our 123-year history; and

Whereas, this funding increase will allow Western the ability to initiate measures that will improve student success and outcomes and will help realize Goal 4 of Western's strategic plan "Ensure Financial Strength and Support Enrollment Growth"; and

Whereas, the Board of Trustees wishes to express its sincere gratitude and appreciation to the Joint Budget Committee and the entire 74th General Assembly for their commitment to ensuring all regions of the state have access to quality higher education to advance the life goals of Colorado's citizens and the economic and cultural vibrancy of our communities;

Now, therefore, be it resolved, that the Board of Trustees of Western Colorado University declares July 1, 2024 as "Joint Budget Committee Appreciation Day" and extends its deepest appreciation to the JBC for their support of higher education, and in particular, Western Colorado University; and

Be it further resolved, that a copy of this resolution be presented to each member of the JBC as a token of our sincere appreciation and be it further noted in the official records of the Board of Trustees.

Passed and Adopted, this twenty seventh day of June, two thousand and twenty-four.

Lunch and Presentation of Resolution

Rep. Shannon Bird, Sen. Jeff Bridges, Rep. Marc Catlin, Sen. Barbara Kirkmeyer, Rep. Emily Sirota, Sen. Perry Will, and Sen. Rachel Zenzinger were read the Resolution by President Baca.

IX. Discussion topics

A. Attorney General's Office Training (hand carry) (*moved to before lunch*)

First Assistant AG Peach provided annual training to Trustees. She presented on Open Meetings Law, CORA, and Board fiduciary duties.

B. Enrollment Report (hand carry) (*started before lunch, completed after lunch*)

VP Taylor provided an enrollment report with a focus on the negative impacts of the FAFSA implementation by the federal government and the challenges with Workday integrations with new systems.

C. Elevate Western Campaign Update

VP LaPlante provided updates on the Advancement division, including the Foundation, Alumni Relations, and Career Services, which have initiated their annual planning process to establish goals and key metrics for FY25. Alumni Relations is organizing the annual Western at the Rockies game for August 10. The Elevate Western Campaign has achieved 85% of its goal, raising \$68 million as of June 27, 2024.

D. Foundation/University MOU Annual Review

VP LaPlante reported that after the first year, the Advancement restructure was reviewed, introducing the team comprising the Foundation, Alumni Relations, and Career Services, and revisiting the original rationale and outcomes. Fundraising highlights included the public launch of the Elevate Western Campaign, a \$6.6M Geiman Scholars gift, a record-breaking Mountaineer Gala, and the Verzuh Ranch property. Future opportunities were discussed, emphasizing ongoing campus partner support and the Foundation board's mission-in-action execution.

E. Housing (hand carry)

VP Higgins outlined the upcoming steps for a housing project on campus. After discussion, it was determined that he should proceed with the outlined plan. Western is targeting August 2026 for the completion of a campus housing project. The timeline allows for the completion of four processes: acquiring land, completing a Request for Proposal (RFP), gaining state approval, and issuing bonds. Currently, the Foundation owns the desired land, and approval is needed from the Foundation Board to transfer it to the University. This process, including working with a surveyor, attorney, and title company, is expected to take 1-2 months. An RFP will be issued for the design and construction of a multi-unit housing building, with a target maximum cost of \$12M. The goal is to post the RFP by the end of July, select a builder in September, and award a contract in October, contingent on state approval. The state approval process involves four groups and, despite the project being cash-funded, requires navigating their meeting schedules. The aim is to complete state approvals by October. Issuing bonds, the final process, will take about 8 weeks. Steps include hiring Capital Advisors and Bond Counsel, gaining Board of Trustees approval, conducting Moody's Rating calls, posting pricing notices, and finally issuing the bonds. The goal is to issue bonds as late as possible to minimize capitalized interest.

X. Written reports

A. Financial and Capital Construction Report

XI. Set Next Meeting's Agenda: September 20, 2024 (*Homecoming*)

XII. Other Business

Logistics for Thursday evening and Friday were discussed.

XIII. Adjournment

Vice Chair Buckley adjourned the meeting at 2:34pm.



**Meeting Minutes
Board Seminar**

**June 28, 2024
9:00am – 2:00pm**

Crested Butte Community School Library

I. Call to Order

The meeting was called to order by Vice Chair Buckley at 9:00am.

II. Attendance

Trustees: Trustee Blessman (zoom), Vice Chair Buckley, Trustee Gutierrez (zoom), Trustee Hamner, Faculty Trustee Mason, Trustee Szczurek, Trustee Todd, Trustee Wiens

Non-Trustees: Brad Baca (President), Ian Higgins (VP Finance & Administration), Pat! Magee (Faculty Senate Chair), Steven D. Parker (VP Inclusivity), Gary Pierson (Dean of Students), Caitlin Rovner (EA to the President- via zoom), Terry Schliesman (Facilitator), Leslie Taylor (VP Marketing & Enrollment Management), Miles VanHee (Athletic Director), James Young (Campus Audio-Visual Manager), Jess Young (Provost)

III. Approval of the Agenda

A motion to approve the agenda, with the addition of overall board assessment as a discussion topic, was made by Trustee Todd, and seconded by Trustee Hamner. The motion carried.

IV. Discussion Topics (Working Lunch)

A. Development of Board Members Individual Action Plan for Implementation of Western's 2023-2028 Strategic Plan

a. Overview of Board of Trustee Roles and Responsibilities per State Statute and *Trustee Policy Manual*

A review of the Board as the governing authority for Western per statute was presented by President Baca. The *TPM* distinguishes the responsibilities of the Board from those of the University. Discussion relating to a one-page job description for Trustees followed.

b. 2023-2028 Strategic Plan Review

Senior Cabinet presented on their respective goals from the Strategic Plan, including where Trustee expertise and support could be provided.

c. Facilitated Workshop for Creating Individual Board Member Action Plans

Terry Schliesman facilitated a discussion with Trustees to develop personal action plans for furthering Western's strategic goals.

d. Overall Board Assessment

Trustee Szczurek explained best practice in Board assessments, looking at the overall Board, rather than individual Trustees in this instance. This would be the Board self-evaluating. Discussion followed, including the setting of goals/metrics as a Board so that assessment can take place. This was related back to the creation of job descriptions for Trustees. The consensus was that the establishing of norms on paper would be a good starting place.

V. Adjourn

Vice Chair Buckley adjourned the meeting at 12:56pm.