

**COLORADO STATE UNIVERSITY SYSTEM  
BOARD OF GOVERNORS  
ACADEMIC AFFAIRS COMMITTEE MEETING MINUTES  
July 16, 2010**

Committee members attending were Dorothy Horrell, Co-Chair, John Ikard, Co-Chair. Others attending were Russ Meyer, Provost, CSU-Pueblo and Rick Miranda, Provost, CSU-Fort Collins, and Melanie Geary, staff member.

Note: Not enough Committee members present for a quorum

Chairwoman Horrell brought the meeting to order at 2:30 p.m.

Discussions with CSU-Fort Collins and CSU-Pueblo Provosts. Chairwoman Horrell began the discussion regarding the responsibilities of the Academic Affairs Committee and noted the importance to her that the committee be a meaningful Committee of the Board of Governors and not onerous to the campuses. There was a rich discussion on the role of the committee. She did note that it would be helpful to have Becky Takeda-Tinker in attendance at the Academic Affairs Committee meetings in the future.

They reviewed Schedule K and discussed timing of these committee meetings based on Schedule K, Strategic Plan and CCHE deadlines, and requested an annual calendar of items they would be asked to consider and that the committee meetings are scheduled three weeks to a month before Board meetings. They emphasized that process will be key to the committee. They asked whether the campuses would consider some synchronization of campus calendars where it would not be cumbersome to do so. They again requested an overall calendar for the year that includes a master matrix of Schedule K, Strategic Plan and CCHE deadlines. To assist the committee they recommended 30 minutes of orientation on the subject matter they will be asked to consider at any given meeting (if they are reviewing sabbatical leave have 30 minutes orientation on the process that has taken place and then the remaining 90 minutes of the meeting would be reviewing the sabbatical requests). Both Provosts committed to helping with Schedule K.

There was discussion about who would develop the agenda and they agreed that would be done by the Academic Affairs Officer and if that position is not filled then it would fall to the Provosts of the campuses to develop together. The committee was informed that the Academic Officer position would be discussed by the Board at the August Board meeting when they review the Buzz Shaw report.

As they looked ahead they discussed potential topics the committee would review and the role of the committee in subjects like duplication of programs or if a campus was making a major change that might make sense to them but did not follow the role, mission and purpose of that campus. Russ noted that the committee would be asked to approve a change in CSU-Pueblo's Role and Mission which would then need Board and Legislative approval. It will be to offer a Doctorate in Nursing Practice because the Masters in Nursing Practice will no longer be

recognized by the National League of Nursing. The change would be beneficial to the community because CSU-Pueblo produces most nurse practitioners in Southern Colorado. He noted he did not want to offer other Doctorate programs because Fort Collins has that covered. They then discussed why tenure was approved by the President and not the Board and Rick noted the Board approves the process to gain tenure but that the President approves tenure and if the Board was involved in the approval of tenure the university could lose accreditation. Dorothy noted that Stephen Portch had left the Board with the impression that they should be reviewing tenure approval so they would need clarification at the August meeting. As a result the committee suggested a review of the rules and regulations regarding tenure and sabbatical. Rick suggested that both Provosts provide a short monthly report for the committee and then use those short whitepapers as a handbook for the committee.

They discussed the committee's ability to get more substantial information to the board through the committee in a more effective way, and to provide balance to help improve productivity.

Final Submission of Material Related to Governing Board Questions to Campuses. The committee received, discussed accepting the report and was satisfied that it completed the overall report requested by the Board of Governors. The committee then requested that the report be prepared annually.

Future meetings will be scheduled to coincide with CCHE meetings, so that the committee can be kept abreast of CCHE decisions and policies. The Provosts will develop processes for effective and timely input to the committee.

Next meeting is September 14, 2010 10:30-12:30 at the System Office.

Chairwoman Horrell adjourned the meeting at 4:30 p.m.

**COLORADO STATE UNIVERSITY SYSTEM  
BOARD OF GOVERNORS  
AUDIT COMMITTEE MEETING MINUTES  
JUNE 23, 2010**

Committee Vice-Chair Bonifacio Cosyleon brought the meeting to order at 12:20 p.m. Other Committee members present were Mary Lou Makepeace. Absent: Chairman Tom Farley. Allison Horn, Director of Internal Audit, was present as assigned staff.

Ms. Horn began with agenda item number four, the Proposed Audit Plan for the current year. She first outlined the audit resources currently available, four auditors currently in Fort Collins, plus an ongoing search for an additional auditor for Pueblo.

Ms. Horn then delineated the three audits begun but yet to be completed from the previous audit year, one in the College of Agricultural Science, one in the College of Engineering in the Department of Atmospheric Sciences, and the third being in the Office of Sponsored Programs.

Audits not yet begun that will carry over into the new Audit Plan year are as follows: The CSU Health Network, Division of Continuing Education, the Procurement Card Program, and in Information Technology. She described the new Koali financial reporting system and the relevant inquiries in the auditing process and then moved on to the next item on the list, the NCAA compliance areas which is an annual audit required by the NCAA.

That Department of Intercollegiate Athletics was next on the audit list, which is number three on the risk assessment list the next item on the Audit Plan list is the College of Vet Med, which ranks number one on the risk assessment overall. Due to the size and complexity of the program, only two departments are set to be audited in this plan, the Department of Biomedical Sciences and the Equine Reproduction Lab. Club Sports is also on the audit list within the Department of Recreational sports, last audited in 2000. Travel will also be audited, as well as the CSU Extension program.

Ms. Horn then moved on to the audit plan for Pueblo, where the first audits listed were Accounts Receivable and travel. She then explained other audits scheduled for Pueblo would include student activities and student organization accounts.

Next Ms. Horn talked about the audits scheduled for the Global Campus, focusing on student financial services and student financial aid and explained that they would be conducting annual smaller audits of discrete departments in the same manner as they had outlined for the College of Veterinary Medicine.

A motion was then made to recommend approval of the Proposed Audit Plan to the full Board, and unanimously approved.

The next agenda item was review of the Audit Charter which was deemed to continue to be operating satisfactorily and required no action from the committee.

Ms. Horn then moved on to reviewing the two reports issued since the last meeting that were part of the Fiscal Year 2010 Final Update. One of the audits conducted was of the Forest Service in which there were five action items recommended, mostly of an administrative nature. Facilities Management was also audited and while there were many recommendations made, no serious deficiencies were found by the auditor conducting the review.

Finally, in reviewing open audit action items, Ms. Horn explained some reasons why action items might remain open for longer than desirable periods of time and indicated that her office was working some adaptations to the process of tracking action items to allow them to take into account changing circumstances.

Vice-Chairman Cosyleon adjourned the meeting at 1:17 p.m. by unanimous consent.

**COLORADO STATE UNIVERSITY SYSTEM  
BOARD OF GOVERNORS  
MINUTES OF THE REGULAR BOARD MEETING  
JUNE 23, 2010**

The Chairman McConathy called the meeting to order at 1:29 p.m. Board members present were Chairman Patrick McConathy, Ed Haselden, Bonifacio Cosyleon, Joseph Zimlich, Dorothy Horrell, Mary Lou Makepeace, Frank Pierz, and Scott Johnson. Richard Schweigert was present as assigned staff. Also present were Chancellor Blake, CSU-Pueblo President Joe Garcia, CSU President Tony Frank and CSU-Global President Becky Takeda-Tinker, General Counsel Mike Nosler, CSU-Fort Collins Faculty Representative Dan Turk, CSU-Pueblo Faculty Representative Rick Huff, CSU-Fort Collins Student Representative Cooper Anderson, CSU-Pueblo Student Representative Steve Titus.

The consent agenda was moved and unanimously approved.

The first committee report was from Academic Affairs, presented by Governess Horrell, co-chair of the committee who first described her vision of the role and mission of the Academic Affairs Committee. The proposed changes to the Faculty Manual for CSU-Fort Collins were moved and unanimously approved. The new degrees proposals of Master of Science degrees in Systems Engineering, Bachelor of Science in Biomedical Engineering and Electrical Engineering, and the Bachelor of Science in Biomedical Engineering and Mechanical Engineering, Doctor of Philosophy in Systems Engineering, a dual degree B.S. in Biomedical Engineering and Electrical Engineering, Lasers in Optical Engineering, and a B.S. in Biomedical Engineering and Electrical Engineering with a concentration of lasers in Optical Engineering were moved for Board approval and unanimously approved. In preparation for the upcoming accreditation of CSU-Global, the Board unanimously approved a resolution of reaffirmation of support of CSU-Global.

Next, Governor Cosyleon gave the report for the Audit Committee, inviting Allison Horn to first give highlights on the Audit Plan and field Board questions. The Proposed Audit Plan for 2010-2011 was then moved and unanimously approved by the full Board.

Governor Zimlich then gave the report from the Finance Committee and invited President Frank to summarize the budget at the request of Governess Makepeace. The President gave a brief overview of the process of approving fee increases, and detailed tuition and student fee increases slated to go into effect with this budget as follows: 9-percent resident undergraduate tuition increase, a 3-percent nonresident undergraduate tuition increase, a 15-percent resident graduate increase and a 5-percent non-resident graduate increase. Student facilities fees will also increase from \$10 per credit hour to \$15 per credit hour. The overall cost-of-attendance increase taking all factors into consideration was determined to be about \$669 total.

The proposed list of capital construction projects was unanimously approved by the Board, and the next item from the Finance Committee was on the fourth supplemental bond resolution consisting of five different projects. Ed Haselden recused himself from this vote due to a conflict of interest on this action item, which was unanimously approved from the Board.

The final Finance Committee item was the expenditure of up to \$2.5 million from the land revenue account to make improvements to Hughes Stadium. President Frank explained this use was legally acceptable per the statute and this item was unanimously approved by the Board.

The Board then entertained a motion to appoint Dr. Becky Takeda-Tinker to the position of President of Colorado State University-Global Campus, which was unanimously approved.

Frank Pierz then gave a status report on the Schedule K which, after receiving feedback from the respective Presidents, will be returned to the committees for more suggestions, and will be presented in more final form at the August Board meeting.

Mr. Pierz then presented the 2011-2012 proposed Board meeting calendar which was unanimously approved.

Governess Makepeace indicated that the evaluation criteria project was not yet complete and requested that this item also be moved to the August Board meeting agenda.

Chancellor Blake then explained the System's opposition to upcoming ballot items Amendments 60 and 61 and Proposition 101. A motion was made and unanimously approved to go into Executive Session for the purposes of obtaining legal advice. The meeting of the full Board then came back on the record at 2:25 p.m. to resume the regular meeting, and Mike Nosler explained the resolution that he drafted and Ed Haselden made an amendment to the resolution, emphasizing the Board's strong opposition to the items. The amended resolution was unanimously approved by the Board.

The final item discussed was to ensure all Board members received copies of the stretch goals and strategic plan in order to reconcile those two documents.

Chairman McConathy announced the meeting adjourned at 2:35 p.m.

**COLORADO STATE UNIVERSITY SYSTEM  
BOARD OF GOVERNORS  
EXECUTIVE COMMITTEE MEETING MINUTES  
June 11, 2010**

Committee members attending were Joe Zimlich, Dorothy Horrell, Bonifacio Cosyleon (by phone). Committee members absent: Patrick McConathy, Ed Haselden. Others attending were Joe Blake, Chancellor and Frank T. Pierz, Executive Secretary.

Mr. Pierz, Executive Secretary requested that Governor Zimlich chair the meeting. Governor Zimlich called the meeting to order at 12:20 p.m.

The Executive Committee met to discuss RFP proposals for the Executive Secretary position. Seven firms submitted proposals.

Some of the questions posed were: how important for the firms to know Colorado and what resources they have available.

It was unanimously decided to arrange a date and time to interview the top three firms selected, which were:

1. EFL
2. Academic Search
3. J. Robert Scott

The meeting adjourned at 12:59 p.m.

**COLORADO STATE UNIVERSITY SYSTEM  
BOARD OF GOVERNORS  
EXECUTIVE COMMITTEE MEETING MINUTES  
June 30, 2010**

Committee members attending were Chair Patrick McConathy; Vice-Chair Ed Haselden; Treasurer Joe Zimlich; Secretary Bonifacio Cosyleon (by phone). Committee member absent: Dorothy Horrell. Others attending were Joe Blake, Chancellor; Frank T. Pierz, Executive Secretary; Janie Richmond, staff member.

Chair McConathy called the meeting to order at 1:16 p.m. The Executive Committee was meeting to conduct interviews with representatives from the search firms Academic Search, EFL and J. Robert Scott, to discuss the Executive Secretary position search.

Dr. Elaine Hairston from Academic Search was the first interview. Dr. Hairston was actually representing John Hicks, who was unable to attend due being on an international trip. Dr. Hairston explained the approach John Hicks would take in recruiting applicants for the position, the skills sets needed, the key characteristics. Academic Search has 32 consultants, 19 of which were either former Chancellors or Presidents. Two unique characteristics of the individuals that make up Academic Research are 1) dedicated to the future of higher education, good solid leadership, and were very collegial; 2) they have networks that others do not. She said John Hicks was approachable, easy to work with and efficient. Also, Mr. Hicks was a former Executive Secretary himself.

Jonathan Fortescue from J. Robert Scott was the second interview. He began with a history of the firm and that it was owned by Fidelity Investments. Jonathan said that the qualities he would look for in an applicant would be strong organizational skills, confidentiality, and effective communication. They would look in the corporate world, development, public sector and government sector. Felt the timeline was tight and that summer is the docile time of year.

Jan Aniscar and Mary Hobson from EFL were the third interview. Began with an explanation that EFL was the initials of the three founders of the firm. Mary said there was a unique combination between herself and Jan. Jan conducts public and private higher education institutions searches, while Mary conducts executive searches assignments. The applicants for Executive Secretary should have good organization skills, political antenna, and confidentiality. The unique ability of EFL to find best candidate would be because of local contacts, who know people out of Colorado or out of country, and know people who know people.

The Executive Committee asked to meet with John Hicks on July 7<sup>th</sup>.

The meeting adjourned at 3:00 p.m.

**COLORADO STATE UNIVERSITY SYSTEM  
BOARD OF GOVERNORS  
EXECUTIVE COMMITTEE MEETING MINUTES  
July 7, 2010**

Committee members attending were Chair, Pat McConathy (by phone); Vice-Chair, Ed Haselden; Treasurer, Joe Zimlich. Members not attending: Secretary, Bonifacio Cosyleon. Others attending were Frank T. Pierz, Executive Secretary, assigned staff and John Hicks, Academic Search consultant

Chair Pat McConathy requested that Vice-Chair Haselden conduct the meeting. Governor Haselden started with an introduction of the members to Mr. Hicks, a consultant from Academic Search.

Mr. Hicks introduced himself and supplied a history of his employment, revealing that he had been employed as an Executive Secretary and knew what characteristics should be expected. In searching for an Executive Secretary, Mr. Hicks pointed out that since the Board turns over every few years that it is very important to find someone that will be long-term and supply continuity to know and be able to share the history of the Board. That the Executive Secretary should realize it is not about “me”, but about the Board.

Governor Haselden thanked Mr. Hicks for attending the meeting.

After discussion the Board decided that if Academic Search could meet their requests/requirements that they would be chosen to conduct the search for a new Executive Secretary to the Board of Governors.

The Executive Committee meeting adjourned at 12:00 p.m.

**COLORADO STATE UNIVERSITY SYSTEM  
BOARD OF GOVERNORS  
FINANCE COMMITTEE MEETING MINUTES  
June 23, 2010**

The meeting was brought to order at 12:16 p.m. Committee members present were Chairs Joseph Zimlich and John Ikard, and Scott Johnson. Richard Schweigert was present as assigned staff. Also present were CSU-Pueblo President Joe Garcia, CSU-Fort Collins President Tony Frank and CSU-Global President Becky Takeda-Tinker, CSU-Fort Collins Faculty Representative Dan Turk, CSU-Pueblo Faculty Representative Rick Huff, CSU-Fort Collins Student Representative Cooper Anderson, CSU-Pueblo Student Representative Steve Titus, Bob Osika, Steph Chichester, Amy Parsons, and Lynne Johnson.

Mr. Schweigert began by introducing the various campus Presidents asking them to present their tuition and fee increases to the full Board. President Frank began with an overview of the process of how student fees are implemented, and reviewed some of the actual numbers on increases that have been recommended.

Mr. Schweigert then asked President Garcia to outline the proposed fee changes for CSU-Pueblo. President Garcia explained that the process in Pueblo is very similar to that of Fort Collins and that the actual numbers were consistent with Fort Collins, as well, with about a 10 percent differential.

Mr. Schweigert then moved on to a review of the System Office budget and the changes reflected therein which, overall, with personnel switches, ends up remaining constant from the previous year.

It was then noted that in regards to the goal of increasing unrestricted net assets by 3 percent over 5 years, there has been an increase of 1 percent thus far towards that goal.

Mr. Schweigert requested that the committee recommend the presented schedule of new tuition and fees presented for approval by the full Board, which motion was made and passed unanimously.

The next agenda item was to review adoption of a formal, combined project list for the two campuses and the \$100-million worth of bond projects on the combined list. A motion was made and seconded to recommend the resolution on page 78 of the report for approval by the full Board.

Mr. Schweigert then asked Bob Osika to present the next action item for the committee's consideration, the authorization to move forward to structure and proceed forward with

the bond sale which could be as early as the end of July or early August. The motion to recommend approval was made and approved.

The final action item was presented by President Frank, asking the committee to recommend for Board approval of a \$2.5 million use of land funds for use in the stadium project after noting that the Office of General Counsel was consulted and cleared this as a legal use of said funds. President Frank pointed out that the improvements to the outside of the stadium would improve the aesthetics in the area and contribute towards improving athletic programs, safety and convenience in the area.

The meeting was adjourned at 1:14 p.m.