

Send - call. bring letter

*Jerry - Southard & Davis not attend
Does suggest to call to T from Sec W
Bond - 10/19 or 10/23*

BOARD OF TRUSTEES
UNIVERSITY OF NORTHERN COLORADO
September 26, 1974
Panorama Lounge - University Center

1:30 p.m.

SUGGESTED AGENDA

* Denotes item requiring Trustees' action

* 1. Adoption of Agenda

* 2. Approval of Minutes of July 10, 1974

3. Continuing Business

A. Information on Joint Board of Trustees' insurance agreements

Dr. Hause

* B. Consideration of Amendment of Bylaws

1) Item 5. Meetings

Dr. Hause

2) Item 7. Special Meetings

Dr. Hause

3) Item 9. Signing of Papers

Mr. Elliott

4. New Business

Do statement of lost sentence in original by. clause necessary? Does amended by their next report in Chap 7 of 5 (no) BT use graduation?

A. Personnel

President Bond

* 1. Appointments *OK*

* 2. Change of Status

* 3. Resignations

* 4. Reappointments

5. Miscellaneous

B. Finance and Capital Construction

1. Resolution of Board of Trustees of State Colleges regarding transfer of properties

Dr. Hause & Mr. Elliott

2. Executive Order regarding Capital Construction Procedure

Dr. Barnhart

* 3. 1975-76 Budget Request

Report date of hearings

Dr. Barnhart & Dr. Johnson

4. B. Finance and Capital Construction (continued)

- 4. Report of status of Reserve Funds required for bond indentures Dr. Barnhart
- 5. Parking Regulations Dr. Barnhart *Send out Reps*
- 6. Lab Breakage Deposit Dr. Lakin
- 7. Restatement of State Fiscal Rules Dr. Barnhart

C. Academic Affairs

- * 1. Approval of Summer Quarter Graduation List Dr. Lakin
- * 2. Consideration of Bachelor's Degree program in Preparation of Teachers for the Middle School Dr. Mickey
- * 3. Consideration of Bachelor's degree program in Interdisciplinary Degree in Musical Theatre Dr. Mickey *W. W.*
- 4. Special Programs Report Dr. Hause

D. Student Affairs

- 1. No Items Dr. Nelson

E. General Administration

- 1. President's Comments President Bond
- 2. Chairman's Comments Trustee Caplan
- 3. Report of Colorado Commission on Higher Education Trustee Bain
- 4. Secretary's Report Dr. Hause

Collective Bargaining Comm. For Senate to select people to discuss CBA Public Forum

4th's return

Orig in master plan Comm.

Roll & Mission Statement to Trustee

Comments on Roll

OSPE on Roll Mission

OSPE named from 6/20/68. at 10:00 AM

Trustee Caplan

Trustee Bain

Schedule for Feb. and Dec.

Frontload deposits - reports

AGB Mtg. Chicago Oct 24 + 25

UVC representation on T.F.'s

C & d activities

APPROVED October 21, 1974

Board of Trustees
September 26, 1974
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UNIVERSITY OF NORTHERN COLORADO
BOARD OF TRUSTEES

September 26, 1974

The Board of Trustees for the University of Northern Colorado met in the Panorama Lounge of the University Center at 1:30 p.m. on September 26, 1974, with the following present:

TRUSTEES: Mrs. Jean Bain, Dr. Harlan Bryant, Mr. Gerald Caplan,
Mr. Eddie Lopez, Mr. Robert Timothy

ADMINISTRATION, FACULTY, STAFF: President Richard R. Bond, Dr. Alvin Barnhart,
Dr. J. Gilbert Hause, Dr. Jerald Johnson,
Dr. Frank Lakin, Dr. Barbara Mickey, Dr. Ted Nelson,
and Mr. Tom Elliott

Mrs. Pat McCloskey, Recorder, and various other members of the faculty, staff, students, and the press.

The meeting was called to order by the Chairman, Gerald Caplan.

ADOPTION OF AGENDA

Mr. Lopez moved that the Board adopt the agenda as presented; seconded by Mr. Timothy. Motion carried.

APPROVAL OF JULY 10, 1974, MINUTES

Mr. Timothy moved that the minutes of the July 10, 1974, meeting be approved as submitted; seconded by Dr. Bryant. Motion carried.

✓ JOINT BOARD OF TRUSTEES' INSURANCE AGREEMENTS

The signed insurance agreements between the Trustees of the State Colleges and the Trustees of the University of Northern Colorado regarding the United Benefit Life Insurance Company Group Policy No. GLUG-5315 for faculty, and Southland Life Insurance Company Student Policy Nos. G-3390, G-3391, G-3392, G-3393, and G-3394 were presented to the Board. (Copies of both agreements are filed with the minutes in the Secretary's office.)

✓ AMENDMENTS TO THE BYLAWS--MEETINGS, SPECIAL MEETINGS, AND SIGNING OF PAPERS

Dr. Bryant moved that the Board approve the revisions to the Bylaws concerning meetings and special meetings as recommended: seconded by Mrs. Bain. Motion was approved. Revisions are as follows:

Page 3, Item 5. Meetings. Meetings of the Board shall be held on a regular schedule to be determined by the Board. Meetings shall be held in the City of Greeley, but at the discretion of the board, such meetings may be held at any other time and place, provided actual notice of such time and place of meeting

is given each member of the Board and the President of the University before or at the time of the meeting. Any meetings can be changed as to time, adjourned, continued, or cancelled by a quorum of the Board.

Page 3, Item 7. Special Meetings. Special meetings of the Board may be held at any place at the call of the Chairman of the Board, or in his absence, of the Vice-Chairman or of any other members of the Board or of the President of the University, upon giving of not less than five days oral, written, or telegraphic notice thereof, stating the purpose of the meeting. Notice of any meeting need not be given to any members of the Board, however, who are personally present at the meeting or who shall waive notice thereof, either by signing a waiver or by signing the minutes of the meeting, whether such signature be given before, at, or after the meeting.

Agenda of special meetings shall be limited to items for which the meeting has been called and agenda are to be included with the call.

Tom Elliott spoke to the amendment concerning the signing of papers. Mr. Timothy moved that the Board approve the amendment; seconded by Mr. Lopez. Motion carried. Amendment as approved is as follows:

Page 4, Item 9. Signing of Papers. All instruments of a contractual nature and all leases, vouchers, warrants, orders for the payment of funds, and the like shall be signed by the President of the University or his agent in writing to execute such documents on the President's behalf. The President shall decide whether such an instrument or document should be submitted to the Board of Trustees for approval and/or for informational purposes. Generally, the President of the University is authorized to enter into, execute, and deliver in the name and behalf of the Trustees for the University of Northern Colorado, any contract, agreement conveyance, or any other instrument that may be deemed by him necessary and proper for the operation of the University of Northern Colorado, without further act or resolution of this Board. The President is encouraged to delegate his responsibility with respect to such contracts to the appropriate vice presidents, deans, and/or department heads where he deems it appropriate for the efficient administration of the affairs of the University.

Dr. Hause requested that the proposed amendment be amended by including the following sentence from the original Bylaws: "Correspondence and other documents requiring execution by the Board of Trustees shall be answered by the Chairman and/or the Secretary." The Trustees approved inclusion of this sentence. (A complete copy of the amended bylaws is filed with the minutes in the Secretary's office.)

✓ 1975-76 BUDGET REQUEST

Dr. Barnhart distributed copies of the tentative changes in the 75-76 budget request, stating that additional changes for intercollegiate athletics for women still had to be added. Dr. Bond stated that the most significant increase was for professional salaries (25.5%). He further stated that other increases are included for supplies, travel, new faculty and staff positions, and increasing the percentage of summer salaries from 25% to 33%, since most of the faculty at UNC teach a full load in the summer similar to any academic year quarter. Mr. Caplan suggested that when UNC makes their budget presentation that some examples of the ways students have been helped, how the community has been helped, and how savings of any nature have been accomplished should be presented. The inflationary cost of supplies and the funding received for supplies in the instructional areas in the past were discussed as some of the current operational problems.

Dr. Bryant moved that the Board approve the criteria upon which the 75-76 budget request has been built; seconded by Mr. Timothy. Mr. Timothy went on to ask for more information on the various items presented in the budget request.

Dr. Jerry Johnson briefly discussed the items in the Organized Activities item, stating that the Laboratory School, the Museum, and the Instructional Materials Center were covered in this line item.

Dr. Johnson provide the following information:

Line Item 420, Organized Research basically consisted of increases in salaries.

Line Item 434, Public Services, relates to the outreach programs and other programs of community services.

Line Item 450, General Administration, consists of new clerical positions.

Line Item 452, Student Services, represents an increase in personnel and salaries.

Line Item 454, Data Processing and Line Item 456, Libraries, are self-explanatory.

Increase in utilities and new personnel are included in the Line Item 460, Plant.

Line Item 480, Capital Outlay. Past experience with small capital outlay appropriations was explained.

Line Item 490, Rentals. Two buildings which the University rents at low rates are included in this total.

Line Item 492, Extraordinary. Items included are projects that have not been funded before, such as, new programs in outreach and special needs programs.

Line Item 650, Intercollegiate Athletics. As stated, costs for women's athletics have not been included. Mr. Timothy moved that funds for women's athletics be requested and that this be done without damaging the men's program.

Dr. Hause called attention to the State Fiscal Rules, Chapter 7, Section 1, which states that contracts for institutions of higher learning require the signature of the president or his designee and/or the proper designee of the governing board. The Trustees agreed that this matter was appropriately taken care of in the preceding amendment to the Bylaws.

PERSONNEL--APPOINTMENT, CHANGE OF STATUS, RESIGNATIONS, REAPPOINTMENTS

Dr. Bond presented the personnel appointments in the academic, non-academic, and for the Navajo Education project. Dr. Bryant moved that the Board approve the appointments, seconded by Mr. Timothy. Motion carried. (Complete list of individual names is on file with the minutes in the Secretary's office.)

Dr. Bryant moved that the Board approve the Change of Status items as presented; seconded by Mr. Timothy. Motion approved. (Complete list of individual names are filed with the minutes in the Secretary's office.)

Dr. Bond presented the names of the individuals who have resigned since the last meeting stating that since the Board passes on all appointments, it must also pass on all resignations. Mr. Lopez moved that the Board approve the resignations; seconded by Dr. Bryant. Motion approved. (Complete list of individual names are filed with the minutes in the Secretary's office.)

Dr. Bond presented the individuals who were inadvertently omitted from the report of reappointments to the Board on March 13, 1974. Mr. Timothy moved that the Board approve the re-appointments; seconded by Mrs. Bain. Motion carried. (Complete list of individual names are filed with the minutes in the Secretary's office.)

PERSONNEL--INFORMATION ITEMS

Dr. Bond presented the information items relating to the new assignments of department chairmen. Dr. Mickey and Dr. Lakin briefly explained the reorganization of the Vocational Education Department.

✓ TRANSFER OF REAL AND PERSONAL PROPERTIES

Dr. Hause informed the Board that the Board of Trustees for the State Colleges had approved and signed the resolution for the transfer of Real and Personal Properties held by the Trustees of the State Colleges to the Trustees for the University of Northern Colorado.

Mr. Caplan suggested that the University take an inventory of all items that need to be transferred and report on the status of these items at a future meeting. Mr. Elliott stated that this was being done by Dr. Barnhart's office.

• EXECUTIVE ORDER REGARDING CAPITAL CONSTRUCTION PROCEDURES

Dr. Barnhart explained the Executive Order on Capital Construction Procedures to the Trustees.

Mrs. Bain seconded the motion. Motion carried unanimously.

Line Item, Special Programs. This item is an estimate only and is based upon actual amounts of money received from federal and private sources in the past.

Dr. Bond briefly discussed the concept of formula budgeting and the advantages of that system. He stated the three dates for UNC's budget hearings: 1) Executive Budget Office at Ft. Collins on October 21 from 1 to 4 p.m. (CU and CSU budget hearings will also be held on October 21 and 22); 2) Commission hearings in Denver, probably on November 18; and 3) Joint Budget Committee hearings on a date to be established.

Mr. Caplan suggested that at the next board meeting, the concept of formula budgeting be explained.

Considerable discussion was held concerning the overall 40% increase being requested and the role of the Trustees with regard to the request.

Margaret Proctor, Vice President of Associated Students, was recognized and stated that if the Trustees were questioning their role in dealing with the budget, did they also question their role with respect to their relationship with students.

Mr. Timothy stated further that he thought the budget request was a reasonable amount of money to do the job for the students and the State of Colorado. Mr. Caplan asked if we can modify our budget request if, after review by the Executive Budget Office and notification of their reactions, it is determined that we cannot support it adequately and, therefore, must modify our request. He was assured that we could take such action.

The question was called for on the motion for approving the criteria upon which the budget was based. Motion carried unanimously.

Dr. Bond thanked the board members for reviewing the budget so closely with respect not only to the students but also the State, and informed them that it truly was an institutional budget and had had input from all areas of the campus in the preparation of the request. (Copy of all budget material distributed is on file with the minutes in the Secretary's office.)

✓ REPORT OF STATUS OF RESERVE FUNDS REQUIRED FOR BOND INDENTURES

Dr. Barnhart presented the status report of reserve funds for all bond indentures in the housing system. (Copy of the report is on file with the minutes in the Secretary's office.)

✓ PARKING REGULATIONS

New parking regulations were distributed to the Board. (Copy of the regulations is on file with the minutes in the Secretary's office.)

Margaret Proctor talked briefly about the administration of parking permits and the work of the parking committee. She further stated that the Trustees should be more aware of student needs and student concerns. She suggested three ways in which this could be done:

1. It is essential that the full agenda of Board meetings be placed in the library before the meeting.
2. Trustees should make themselves more available and more visible to the students, such as, meeting in the Council Room instead of the Panorama Lounge.
3. Trustees are encouraged to interact with the students and faculty more; for example, an adoption program whereby a small group of students adopt each Trustee and have the Trustee visit the campus on various occasions and go with the students to see the problems encountered by the students.

She apologized for interrupting the meeting, stated that she only wanted to "startle" the members and make the meeting come alive.

Mr. Caplan thanked Margaret for her comments and informed her that these items would be considered by the Trustees.

✓ LABORATORY BREAKAGE DEPOSIT

Dr. Lakin informed the board member that because of a small supply budget, a laboratory breakage deposit would be charged of students. Considerable discussion was held concerning the administrative procedures and costs required for carrying out this program. Further study of the problem was suggested by the Trustees. It was agreed that this study would be done.

✓ RESTATEMENT OF STATE FISCAL RULES

Dr. Barnhart discussed the State Fiscal Rules which have been revised as of July 1, 1974.

Mr. Elliott raised the question regarding to whom the Board wanted Frank Abbott of the CCHS to delegate his authority to sign contracts for the State. Mr. Lopez moved that Frank Abbott be notified to delegate whatever authority he has concerning the signing of contracts for the Governor to the President of the University or his designee. Mr. Timothy seconded the motion. Motion carried.

✓ SUMMER GRADUATION LIST

Dr. Lakin presented the Summer Graduation List for approval. Mrs. Bain moved that the graduation list as presented for summer be approved; seconded by Mr. Lopez. Motion carried. (Complete list of individual names is on file with the minutes in the Secretary's office.)

✓ BACHELOR'S DEGREE PROGRAM IN PREPARATION OF TEACHERS FOR THE MIDDLE SCHOOL

Dr. Robert Johnson, Coordinator for Secondary Education, presented the request for new degree program in the preparation of Teachers for the Middle School.

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He stated that no new faculty would be needed to implement the program, and also discussed the concept of the idea and the present status of the program area.

Mr. Timothy moved that the Board approve the Bachelor's Degree Program in the Preparation of Teachers for the Middle School; seconded by Mrs. Bain. Motion carried. (Complete information about the program is filed with the minutes in the Secretary's office.)

BACHELOR'S DEGREE PROGRAM IN INTERDISCIPLINARY DEGREE IN MUSICAL THEATRE

Dr. John Willicoxon, Department Chairman of Theatre Arts, presented the program in Interdisciplinary Degree in Musical Theatre. He explained that the program was being proposed due to requests from students for a combined program in music and theatre. He further stated that it probably was the most currently employable degree program in the music and theatre areas.

Mrs. Bain moved that the Board approve the Bachelor's degree program in Interdisciplinary Degree in Musical Theatre; seconded by Mr. Lopez. Motion carried. (Complete information about the new program is on file with the minutes in the Secretary's office.)

SPECIAL PROGRAMS REPORT

Dr. Hause presented the special programs report for information. (The report is on file with the minutes in the Secretary's office.)

STUDENT AFFAIRS

Dr. Nelson distributed copies of the 1978 Student Record and the "Bears Handbook" to the Trustees.

PRESIDENT'S COMMENTS

President Bond informed the Board that in the packets given to them was a copy of his remarks to the Colorado Commission on Higher Education last Friday when they were on campus, and a copy of a letter to Dr. Gene Wilson answering his request to submit a statement of mission and role of the institution.

Collective bargaining was discussed. Dr. Lakin stated that there would be public forums on campus regarding the matter and that the Faculty Senate was establishing a faculty committee composed of members who have differing points of view regarding collective bargaining. He further stated that it was most important to get information out to faculty and administrators through the public forum concept. All faculty, students, and the Trustees would be included in order to better understand collective bargaining.

Dr. Bryant reported on the seminar he attended with the Trustees of the State Colleges in Gunnison in August where collective bargaining was a major issue. The Trustees agreed with this concept and asked to be included in the forums.

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CHAIRMAN'S COMMENTS

Mr. Caplan explained the purpose of the Task Force of the CCHE on Roles and Missions stating that it was designed to make recommendations for each institution of higher education in Colorado as they relate to the State and their sister institutions.

He further stated that the Trustees of the State Colleges are considering a University/College concept of State Colleges in Colorado under a chancellor with the option of establishing consortium arrangements with the Universities in the State without obtaining approval of the Colorado Commission on Higher Education.

Mr. Lopez left the meeting at 5 p.m.

COLORADO COMMISSION ON HIGHER EDUCATION REPORT

Mrs. Bain reported that two meetings of the CCHE had been held since the last Trustees' meeting. She stated that the allocations for student aid funds and veteran's guidelines for the institutions in the State had been approved. She also stated that she served on the Task Force for the Private Sector.

SECRETARY'S REPORT

Dr. Hause stated that Bob McHugh was the new Chairman of the Commission on Higher Education; Fred Thomas is Vice Chairman; and three students from Colorado institutions serve on the Advisory Committee.

Dr. Hause announced that the association of Governing Boards is meeting in Chicago on October 24 and 25. Mr. Caplan suggested that Dr. Hause attend if at all possible.

Dr. Hause announced that tickets to the home football games are available to any Trustee and their guests who would like to attend. Trustees should contact Dr. Hause for tickets.

He stated that he had signed the following contracts: 1) the grading and site work of the HPER Building, 2) the architectural barriers contract, 3) extension of Bob Rutherford's contract as construction manager for the HPER building, 4) the site development plan for the HPER building, and 5) the construction management contracts for the HPER building as previously approved by the Board of Trustees.

The next meeting of the Board of Trustees will be held at 9 a.m. on Monday, October 21; lunch will be served at 11:30 a.m. with departure at 12:30 for Ft. Collins to attend the budget request meeting with the Executive Budget Office at 1 p.m. at Colorado State University.

Meeting was adjourned at 5:30 p.m.

Respectfully submitted,

J. Gilbert Hause
J. Gilbert Hause
Secretary