

BOARD OF TRUSTEES
UNIVERSITY OF NORTHERN COLORADO

Thursday, February 12, 1976
Student Council Room, University Center

11:00 A.M.
Public Hearing on Faculty Sabbatic Leave Policy

1:00 P.M.
Presentation of Reading and Writing Skills Project
Dr. Robert Pavlik, Dr. Nicholas Glaser
and Mr. Charles Meyer

1:45 P.M.
Business Meeting

Suggested Agenda

*Meeting for Goodhouse
April 14 AG*

* Denotes Action Item

- ✓ 1. Adoption of Agenda
- ✓ 2. Approval of Minutes of December 4, 1975
- ✓ 3. Personnel *Dr. Lakin*
- ✓ 4. Faculty Leave Policy (Final Reading) *Dr. Lakin*
- ✓ 5. Leave Requests for 1976-77 *Dr. Lakin*
- ✓ 6. Administrative Leave Policy (First Reading) *Dr. Lakin* *At meeting on 1/14*
- ✓ 7. Approval of Fall Graduation List *Dr. Lakin*
- ✓ 8. Corporate Resolution to Authorize UNC Foundation to Administer Stocks, Bonds, and Other Securities *Mr. Lee Howard - will discuss*
- ✓ 9. University Center Renovation *Dr. Barnhart* *with April*
- ✓ 10. Jackson Field Public Restroom Facility *Dr. Barnhart*
- ✓ 11. Amendment to Bylaws - *delete meeting* *Dr. Hause*
- ✓ 12. Sponsored Programs Report *Dr. Mickey*
- ✓ 13. Report of Colorado Commission on Higher Education *Trustee Bain*
- ✓ 14. President's Report *President Bond*
- ✓ 15. Chairman's Report *Chairman Caplan*
- ✓ 16. Secretary's Report *Dr. Hause*

Anderson 35 - 1/30 3:00 A
OK - defer until after
Legislation

APPROVED March 25, 1976

MINUTES

UNIVERSITY OF NORTHERN COLORADO
BOARD OF DIRECTORS

February 12, 1976

The Board of Trustees for the University of Northern Colorado met in the Student Council Room of the University Center at 1:20 p.m. on February 12, 1976, with the following present:

TRUSTEES:	Mrs. Jean Bain, Dr. Harlan Bryant, Mr. Gerald Caplan, Mr. Eddie Lopez, Mrs. Alison Robinson, Mrs. Florence Winograd, and Mr. Don Dimberger (Interim Student Advisory Trustee)
ADMINISTRATION, FACULTY, STAFF, STUDENTS:	President Bond, Alvin Barnhart, J. Gilbert Hause, Frank Lakin, Barbara Mickey, Jerald Johnson, Ted Nelson, Bob Reinert, Bob Cowles Pat McCloskey, Recorder, and various other members of the faculty, staff, students, and the press

Chairman Caplan called the meeting to order.

PRESENTATION OF READING AND WRITING SKILLS PROJECT

Dr. Robert Pavlik and Mr. Charles Meyer presented a brief overview of the Reading and Writing Skills Project, some of the reasons why the project is needed, time element involved in implementing the project, the estimated costs, and the potential implications of the entire project on the University of Northern Colorado. (A copy of the position paper is attached to the minutes in the Secretary's office.)

Mr. Caplan thanked Dr. Pavlik and Mr. Meyer for their presentation of the project and the enthusiastic attitude and support of those involved to see that the project is accomplished.

BUSINESS MEETING CONVENED AT 1:45 P.M.

ADOPTION OF AGENDA

Mr. Lopez moved that the agenda be adopted as presented; seconded by Mrs. Winograd. Motion carried.

APPROVAL OF MINUTES OF DECEMBER 4, 1975

Mrs. Bain moved that the minutes of the December 4, 1975, meeting be approved as presented; seconded by Mrs. Robinson. Motion approved unanimously.

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PERSONNEL--APPOINTMENTS, CHANGE OF STATUS, RESIGNATIONS

Dr. Lakin presented the personnel items for approval. Dr. Bryant moved that the Trustees approve the personnel items as presented; seconded by Mrs. Bain. Motion approved unanimously. (Names of individuals presented for approval attached to minutes in Secretary's office.)

FACULTY LEAVE POLICY

Mr. Caplan stated that there had been an open hearing at 11 a.m. today on the proposed leave policy.

Mr. Joe Goldhammer, Assistant Attorney General, suggested that line 39, page 2, of the proposed policy be amended to read as follows:

"Individuals who request sabbatic leave ARE OBLIGATED to return to the University. . . ."

Mrs. Winograd moved that the Trustees approve the faculty leave policy as amended; seconded by Dr. Bryant. Passed unanimously on second reading.

Mr. Caplan suggested language be incorporated into information to new faculty members regarding the expectancy of sabbatic leaves and moved that:

"Trustees instruct the administration to include in the materials given to beginning faculty members information to the effect that the sabbatic leave is an expense line in the budget developed to improve the University and that there is no expectancy created for a specific individual to receive sabbatic leave benefits."

Mrs. Bain seconded the motion. Motion approved unanimously.

LEAVE REQUESTS FOR 1976-77

Dr. Lakin presented the information on the individuals requesting sabbatic leaves and leaves without pay for the 1976-77 year. He stated that requests for sabbatic leave were approved once each year, but that additional requests for leaves without pay would be forthcoming. (A copy of the names of the individuals approved for leave is attached to the minutes in the Secretary's office.)

Mrs. Bain moved that the Trustees approve the individuals for leaves; seconded by Mrs. Winograd. Motion approved.

AMENDMENT TO BYLAWS

Dr. Hause suggested that the proposed amendment to the bylaws be further amended by omitting the word "voting" in the amendment.

Mr. Goldhammer made the following recommendations for deletions or additions to the proposed amendment:

1. Delete proposed last paragraph and insert on first page following a, b, c, d,:

"Formal hearing in such cases meaning cases of the above may also be held in executive session by the election of the majority of the voting board members at the request of a board member, a witness, or any other party."

This gives the power to voting members of the board only.

2. Second sentence, second paragraph, should be changed to read as follows:

"However, at the election of a majority of the voting members of the Board of Trustees then present, an executive session closed to the public and attended only by members of the Board may be held but only to discuss. . . ."

Dr. Bryant suggested that the Trustees defer any action on the amendment to the Bylaws and instruct Dr. Hause and Mr. Goldhammer to suggest alternative amendments regarding executive sessions at the next board meeting. There was consensus of the entire members present.

Dr. Bond expressed his concern regarding his inability to meet with the voting members of the Board of Trustees in closed session to discuss personnel problems or student problems without either a faculty member or a student present.

Mr. Goldhammer concurred with Dr. Bond regarding the shortcoming in some areas of the statute and stated that the statute should be changed.

ADMINISTRATIVE LEAVE POLICY

Dr. Lakin presented the proposed administrative leave policy for review on first reading. (Copy of the proposed administrative leave policy is attached to the minutes in the Secretary's office.)

Mr. Goldhammer suggested that line 51, page 2, also be changed to read:

"Individuals who accept Administrative Leave ARE OBLIGATED to return to the University. . . ."

Mrs. Bain moved that the Trustees approve the administrative leave policy as amended on first reading; seconded by Mrs. Robinson. Motion approved. An open hearing will be held prior to the second reading at the March meeting.

APPROVAL OF FALL GRADUATION LIST

Dr. Bryant moved that the Trustees approve the Fall Graduation List as amended; seconded by Mr. Lopez. Motion approved. (Copy of the fall graduation list as amended is attached to the minutes in the Secretary's office.)

CORPORATE RESOLUTION--AUTHORIZE UNC FOUNDATION TO ADMINISTER STOCKS, BONDS, AND OTHER SECURITIES

Mr. Lee Howard, Executive Director of the UNC Foundation, explained some of the problems encountered by the foundation when donors who specify that funds should be deposited with the foundation fail to include the foundations' name on the check or stocks. He asked the Trustees to authorize the President, Vice President or Treasurer to transfer these specific funds to the Foundation so that they can be transferred or sold.

Considerable discussion was held concerning the legality of transferring any funds or stocks in the name of the University to the Foundation.

Mr. Caplan asked about the audit procedures for the accounting of the funds. Dr. Barnhart stated that the resolution would clear the audit procedures since accompanying data and correspondence is available from the donor specifying the foundation as recipient of the funds or stocks. Dr. Barnhart also stated that if gifts come to the University and it is fully the intent of the donor that they are for the University, then the University should keep those gifts.

Dr. Bryant moved that the Trustees approve the resolution subject to the approval of the Vice President for Administrative Affairs and the Attorney General's office, limited to the sale of stocks where the intent is clear by the donor. Mrs. Winograd seconded the motion. Motion approved unanimously.

UNIVERSITY CENTER RENOVATION

Mr. John McAfee discussed the proposed renovation of the University Center. He stated that the Trustees had approved Phase I of the project at the October 30th meeting and made the following recommendation:

RECOMMENDATION: That the Schematic Design and Budget for University Center Renovation be approved, and that a Phase II contract, covering Design Development, Construction Documents, and Construction be awarded to the firm of Allred and Fisher, in an amount of \$14,700.

Mr. McAfee informed the Trustees that the money to complete the project had been appropriated for this renovation in May, 1969, and May, 1970, and no additional student fee increase would be needed for this project.

Discussion was held concerning the input of students and faculty members in the project design. Dr. Nelson assured the Trustees that both the students and the faculty has input into the project.

Mr. Lopez moved that the Trustees approve the recommendation; seconded by Mrs. Robinson. Motion carried. (Copy of the information presented by Mr. McAfee is attached to the minutes in the Secretary's office.)

JACKSON FIELD PUBLIC RESTROOM FACILITY

Mr. John McAfee briefly described the present facilities at Jackson Field, the problems of renovation of these facilities, and the three elements of the proposed Restroom Facility and made the following recommendation:

RECOMMENDATION: That the tentative budget of \$68,000 for a new restroom facility at Jackson Field be approved, that a contract for architectural, engineering, management, and inspection services be negotiated with Mr. Robert Rutterford in an amount of \$10,000 and that preparation of construction and bidding documents proceed.

Considerable discussion was held concerning the amount of the contract to Mr. Robert Rutterford in relation to the tentative total budget. (A copy of the information provided is attached to the minutes in the Secretary's office.)

Mrs. Bain moved that the Trustees approve the recommendation as amended; seconded by Dr. Bryant.

Motion carried. Mrs. Winograd abstaining.

SPONSORED PROGRAMS REPORT

Dr. Barbara Mickey presented the information on the sponsored programs and stated that there was nothing unusual in the report. (A copy of the report is attached to the minutes in the Secretary's office.)

COLORADO COMMISSION ON HIGHER EDUCATION REPORT

Mrs. Bain reported that at the last two meetings of the Colorado Commission on Higher Education, considerable time was spent going over the Task Force Reports. A draft copy of the staff paper regarding the goals and reassessment of the CCHC that came out of the task force committees is available for perusal by the Trustees.

Dr. Hause stated that the Commission is still wrestling with the tuition policy. He further stated that on February 17, the Governing Board Secretaries will meet and discuss the tuition problems.

PRESIDENT'S REPORT

Dr. Bond introduced two of the three candidates for the student advisory member of the Board of Trustees: Don Dirnberger and Richard Olson. Gary Kampel is the other student running for the position. Student elections are scheduled for Wednesday, February 18, 1976.

Dr. Bond announced the dedication of the Foundation Hall of Music to be held on March 2 hosted by the Foundation, the University faculty and administration, and the Trustees.

Dr. Bond informed the Board about the request from Colorado School of Mines to be included in the insurance program of the State Colleges Board and the University of Northern Colorado at their own rate. Considerable discussion was held concerning the problems that could be encountered if Mines joins the group, what specifically UNC's share is in the insurance program, and the possibility of the insurance company establishing separate rates for the various institutions. The consensus of the Board was to instruct Dr. Hause to inform Dr. Sam Gates, Executive Director for the Board of Trustees of the State Colleges, that no action was taken by the Board of Trustees for UNC at this time and raise the following questions and concerns with him which he might want to raise with the members of his Board.

1. Is there a move to establish a rate for each institution?
2. Why does Mines want in at the same rate they are presently paying?
3. The Trustees for UNC do not feel that it is in our best interest to have Mines come in at this time. We do not benefit; Mines does. It may cost us money in the long run.
4. Maybe there is a long-range potential for a state-wide program if we can enlarge the base.
5. Proposal by the Association of College and University Presidents to look in to self-funding to include the State Colleges and UNC at this time and the possibility of adding Colorado State University and the University of Colorado. Several concepts are being reviewed at this time by the Business Managers of the individual institutions.

The members of the Board suggested that Mr. Russ Taylor of Galbraith and Green attend the next board meeting to discuss the entry of Mines into the present program.

Dr. Bond stated that he had a printout of the classes offered by the Open University.

Dr. Bond briefly discussed the reorganization of Outreach Education and stated that Dr. Robert Singer had been appointed Dean for Non-Traditional and Outreach Education, and Mr. Richard Wood had been appointed Academic Director, Center for Special and Advanced Programs.

Dr. Bond also raised the question with the Board regarding what stage they want to see the catalogs and approve them, or if they wanted to approve them.

Dr. Bryant stated that the catalog is a contract and is the obligation of the Board to approve it.

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Dr. Bond further stated that the University administration has been assiduous that the catalog only reflect changes which have been approved by the Board. Dr. Bryant stated that the Board should accept the catalog and reiterated that the catalog contain only those policies, programs, and procedures which had obtained prior approval by the Board. The other members of the Board agreed with this concept. It was agreed that the administration would continue with this process and that the completed catalog would be brought to the board for formal approval.

CHAIRMAN'S REPORT

Mr. Caplan stated that a petition signed by students had been handed to him earlier in the meeting; acknowledged that he had received it, and referred it to action by the appropriate members of the staff. Dr. Bond stated that the matter had been referred to Dr. Lakin and that it would receive appropriate consideration. (A copy of the signed petition is attached to the minutes in the Secretary's office.)

SECRETARY'S REPORT

Dr. Hause stated that the Senate Education Committee was meeting on Thursday, February 19 at 1:30 p.m. in Room 320A on the confirmation of the appointments of Mrs. Winograd and Mrs. Robinson as members of the Board of Trustees. Questions were raised concerning prior action taken by these board members if the Senate does not approve them as Trustees.

Dr. Hause also informed the members of the Board that the University had received notice from the United States Postal Service revoking the second class mailing privileges for University bulletins.

Membership dues in the Association of Governing Boards was discussed. It was suggested that the payment of the dues be delayed until after the AGB meeting to be held on April 25, 26, and 27 in Albuquerque. Dr. Hause suggested that any Trustee who wished to attend the meeting contact him and he would make all of the arrangements. Mrs. Winograd and Mrs. Robinson stated that they would attend.

The Legislative report attached to the University Bulletin was discussed. Dr. Hause stated that the Library had copies of all bills for use by the University community.

Dates for the March board meeting were discussed. All of the members present could attend on Thursday, March 25. Details will be sent later.

Meeting adjourned at 4:25 p.m.

Respectfully submitted.

J. Gilbert Hause
J. Gilbert Hause
Secretary