

*Approved at the 9/18/15 meeting*  
**BOARD OF TRUSTEES OF THE COLORADO SCHOOL OF MINES**  
**MINUTES OF THE BOARD MEETING**  
May 18, 2015  
**COLORADO SCHOOL OF MINES**  
**1500 ILLINOIS ST., COORS BOARD ROOM**

Chairman Spaanstra called the meeting to order at 9:20am.

Trustees present: Spaanstra, Cowart, Vallejo, Haddon, Bliss, Jordan, Miller, Truly

Trustees absent: Harrison

Select CSM executives and directors were also present including President Scoggins, Provost Parker, Asst. Provost Boyd, AVP Boyd, EVP Volip, Ms. Kinzel, Mr. Han, Ms. Walker, VP Fox, and Dean Moore.

**A. Recognition of Student Trustee**

Chairman Spaanstra presented outgoing student trustee Jerry Miller with a silver certificate in recognition of his year of service on the Board of Trustees.

**B. Consent Agenda**

Submitted for approval was the March 27, 2015 minutes. Trustee Jordan motioned to approve, seconded by Trustee Truly. Motion approved 7-0.

**C. Reports**

Faculty Senate Outgoing Faculty Senate president Dr. Knauss updated the trustees on current senate activities, noted positive feedback regarding the presidential search process and campus forums with finalist Paul C. Johnson, and introduced incoming Faculty Senate president Dr. Osgood. The trustees thanked Dr. Knauss for his year of service.

Committee Reports Trustee Vallejo reported that the Investment Advisory Committee met on April 28 to review the cash position. The Finance and Audit committee met that same day to review the March 31 financials and discuss the proposed FY16 Budget, Tuition & Fees, Capital 5-year plan, and capital approval of the GRL annex.

President's Report: President Scoggins highlighted recent campus activities including a campus visit by the Petroleum Institute leadership and tenure announcements at the recent Faculty Senate Forum. AVP Boyd provided an admissions update for the Class of 2019, noting that is the most academically qualified class in Mines' history and that currently 30% are women. Mr. Han provided an update of legislative activities.

Research Ms. Kinzel gave an overview of current research activities and volume along with a Tech Transfer update.

EH&S Ms. Volpi provided an update of activities and noted that the Foundry is temporarily shut down until safety assessment is complete. EHS is doing a full lab assessment for each lab. The trustees indicated the desire for lab-specific training to be implemented by the start of school year.

Financial Statements Ms. Volpi reviewed March 31, 2015 financial statements.

#### **D. Action items**

1. Tuition and Fees for AY 15-16 Ms. Volpi gave an in-depth presentation of the proposed tuition and fees for the coming academic year, noting that the University's tuition is tightly tied to our level of support from the state, our high cost programs, as well as market conditions which include student demand. Since 2006, our annual tuition rate increases have ranged from a low of 2.75% to a high of 9.00%. This year's recommended increases will be used to offset mandated cost increases expected in fiscal year 2016 and to continue to invest in our strategic initiatives in financial aid, student services, and campus infrastructure.

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Trustees hereby approves of the proposed tuition and fees for the academic year 2015 and 2016:*

- *2.9% increase for resident undergraduate and graduate rates;*
- *3.9% increase for non-resident undergraduate and graduate rates;*
- *Increase in Housing and Board charges of 5%; and*
- *Increases in non-mandatory fees and charges, and two new lab fees.*

The Finance and Audit Committee motioned to approve. Approved 7-0.

2. FY2016 Budget Ms. Volpi noted that the university continues to make strides in funding strategic and critical investments. The proposed FY16 budget reflects investing in areas that are critical to the operations of the university as well as efforts to align resources with the strategic initiatives set forth in the strategic plan. This budget represents all funds received and used by the university and is categorized as current unrestricted funds ("operating"), funds that are designated for particular purposes (faculty start up and indirect cost recoveries), restricted funds (research and gifts) and the university's endowment funds.

For FY16, the CSM Foundation will provide financial funding to the University in order to support funding of CSMAA and Federal and Colorado Legislative Services.

The Finance and Audit Committee recommends approval of the Fiscal Year 2016 Budget. With a new President starting at the beginning of this budget year, the Committee recognizes that he may have alternate initiatives that could impact the 2016 budget. The Committee acknowledges that those changes can be made through our quarterly forecast process.

#### **RESOLUTION**

*BE IT RESOLVED that the Board of Trustees hereby approves the Fiscal Year 2016 Budget as follows:*

	Current					
	Unrestricted	Designated	Current	Endowment and		
<b>Revenue</b>	\$ 183,807,854	\$ 26,115,203	\$ 83,960,739	\$ 716,441	\$	
<b>Expense</b>	\$ 183,104,259	\$ 21,724,556	\$ 79,734,922	\$ 424,617	\$	
<b>Net Activity</b>	\$ 703,595	\$ 4,390,647	\$ 4,225,817	\$ 291,824	\$ 9,611,883	

- *Colorado School of Mines Foundation unrestricted support on behalf of the university in the amount of \$511,118 for the Colorado School of Mines.*

The Finance and Audit Committee motioned to approve. Approved 7-0.

3. Capital Approval- GRL Annex Ms. Volpi stated that the General Research Laboratory (GRL) Annex will be located to the west of the GRL. It will be approximately 21,500 square feet of laboratory space that will initially house the Physics Department teaching and research laboratories during the construction of the CoorsTek Center for Applied Science and Engineering (CoorsTek). Once Physics moves into CoorsTek in the fall of 2017, the GRL Annex will then be used to increase the research laboratory capacity across the university. The total project budget is estimated to be \$7.8 million which includes the site work, utilities, structure, lab fit-up, relocation of the occupants from Meyer Hall, furniture, and re-use of laboratory equipment from Meyer Hall. Pursuant to the President's signature authority on capital projects, he approved \$1,646,000 for the phase one costs. We are bringing to the Board for their consideration approval of the cost of phase two of the project, estimated to be \$6,154,000. We plan to utilize general fund reserves to pay for the project.

#### **RESOLUTION**

*BE IT RESOLVED, that the Board of Trustees of the Colorado School of Mines hereby approves a budget of \$6,154,000 for phase two for the construction of the GRL Annex.*

Trustee Jorden motioned to approve, seconded by Trustee Vallejo. Approved 7-0.

4. Capital Construction 5-year plan Ms. Volpi stated that each summer we are required to submit a five-year plan to the State for their approval of every project over \$2 million. For State purposes, they will be approving the projects in fiscal year 2017 through fiscal year 2021 as they have already approved projects for fiscal year 2016.

The Green Center is one of the largest buildings on campus and serves many functions including the home to the Geophysics Department, Bunker Auditorium, large meeting spaces (used as classroom and event venues), Campus Computing, and other public and private uses. In most instances, any work to the building requires asbestos abatement prior to the beginning of the work. More critical is the condition of the roof that cannot be replaced without a complete abatement of asbestos in the building. Given the feasibility based on

programming and cost, a full renovation of the existing building is the option that to date is the most favorable. The project will abate hazardous material and completely renovate the entire building with no additional space added. Levels 1, 2 and 3 will be re-planned to better accommodate the Geophysics Department, classroom space and event space and some additional classroom space will be added. The entire building will get new finishes, code upgrades, and building systems.

Total project cost is estimated at \$64 million. We anticipate requesting 40% State funding and raising private gifts for the remainder. We are requesting design funding for fiscal year 2017 and construction funding for fiscal year 2018. We will bring to the Board this coming fall for consideration of approval the complete program plan for this project.

**RESOLUTION**

*BE IT RESOLVED that the Board of Trustees of the Colorado School of Mines approves the Capital Construction Five Year Plan that includes the Green Center renewal with a total project cost of \$64 million.*

The Finance and Audit Committee motioned to approve. Approved 7-0.

5. Faculty Handbook Changes Dr. Tom Boyd reviewed the proposed material changes.

Subject	Description	Handbook Sections
University Emeritus Appointments for Teaching Faculty	Modifications to existing Handbook policy that would allow Teaching Faculty to be nominated for University Emeritus Faculty appointments. Currently, only Tenured Faculty may be nominated for University Emeritus standing upon retirement.	4.1.5
Conflict of Interest Disclosure Policy	Revised language and process for disclosure and management of potential conflict-of-interest and conflict-of-commitment issues.  Revised policy: <ul style="list-style-type: none"> <li>• Defines initial and annual disclosure requirement</li> <li>• Defines management procedure through employee’s management chain</li> <li>• Defines oversight role for a revised institutional Conflict of Interest Committee</li> </ul>	6.3.4, 12.14
Teaching Faculty Promotion Criteria	Revised criteria governing promotion of Teaching Faculty. New criteria better recognize primary instructional and service roles for Teaching Faculty.	8.2.1
Non-Renewal Notification for	New language providing a non-renewal notification timeline for Teaching Faculty based on length of service at Mines. Non-	9.2.1, 9.6.1,

Teaching Faculty	renewal language does not alter at-will status of Teaching Faculty, but rather provides a notification timeline in the event a Teaching Faculty member's contract is not renewed.	9.6.2, 9.6.4A, 9.6.4 B
Grievance Process	Revised faculty grievance procedure. New procedure: <ul style="list-style-type: none"> <li>Streamlines grievance process (e.g., eliminating "informal" grievance procedure).</li> <li>Defines University Faculty Grievance Committee as a mechanism for providing a pool of trained faculty qualified to hear grievances.</li> </ul>	11.3, 12.15

Trustee Jorden motioned to approve, seconded by Trustee Cowart. Approved 7-0.

**E. Emergency Action Item**

1. Third Quarter Operating Forecast \_\_\_\_\_ Ms. Volpi noted that the school develops three forecasts during the year for operating activity. These forecasts serve to reflect where the school anticipates to end the fiscal year in relation to the original budget that was set. The third forecast is set in April.

**RESOLUTION**

*BE IT RESOLVED that the Board of Trustees of the Colorado School of Mines approves the third quarter operating forecast that results in a Net Revenue over Expenses of \$0.61 million. The forecast is as follows:*

- Revenue of \$172.63 million, an increase of \$0.18 million
- Expenses of \$161.16 million, a decrease of \$0.91 million – including 1.7 FTE
- Reserve additions of \$10.86 million, an increase of \$1.55 million

The Finance and Audit Committee motioned to approve. Approved 7-0.

2. Emeritus President M.W. "Bill" Scoggins has served Colorado School of Mines with distinction as its President from 2006 to 2015. The Board of Trustees agreed that it is altogether fitting that Colorado School of Mines recognize the exemplary contributions Dr. Scoggins has made in his leadership of the University.

**RESOLUTION**

*BE IT RESOLVED by the Board of Trustees of Colorado School of Mines confer the title of President Emeritus upon Dr. M.W. "Bill" Scoggins effective July 1, 2015, to coincide with his retirement.*

Trustee Haddon motioned to approve, seconded by Trustee Vallejo. Approved 7-0.

### III Executive Session

Chairman Spaanstra noted the need to move into executive session to discuss personnel matters and to receive legal advice per §24-6-402(3)(b)(I) and §24-6-402(3)(a)(II) CRS. Motion made by Trustee Haddon, seconded by Trustee Jorden. Approved 6-0. Executive session began at 11:30am.

At 12:25pm, Trustee Haddon motioned to move back into regular session, seconded by Trustee Jorden. Approved 7-0.

#### RESOLUTION

*BE IT RESOLVED that the Board of Trustees of the Colorado School of Mines approves the recommendation of Dr. Linda Layne for tenure.*

Trustee Jorden motioned to approve, seconded by Trustee Haddon. Approved 7-0.

#### RESOLUTION

*BE IT RESOLVED that the Board adopts the President's Supplemental Retirement Plan effective with the date consistent with the establishment of the Plan Document. The President's Supplemental Retirement Plan will be a Section 403(b) plan. The terms of the plan will be contained in the Plan Document, and contributions to the plan will be made in accordance with the schedule established by the Board, as required by the employment agreement with the Mines President, including any addenda or amendments to that agreement that may be added from time to time. Action item Adoption of Supplemental Retirement Plan for President.*

Trustee Vallejo motioned to approve, seconded by Trustee Jorden. Motion approved 7-0.

The Colorado School of Mines Board of Trustees agreed to vote to put forth letters of offer and understanding for the presidency to Dr. Paul C. Johnson.

Trustee Cowart motioned to approve, seconded by Trustee Haddon. Motion approved 7-0.

#### RESOLUTION

*BE IT RESOLVED that the Board of Trustees of the Colorado School of Mines approves tenure for Dr. Paul C. Johnson in the Department of Civil and Environmental Engineering.*

Trustee Bliss motioned to approve, seconded by Trustee Haddon. Approved 7-0.

There being no further business, the meeting adjourned at 12:35pm.