

UNIVERSITY OF  
**NORTHERN COLORADO**

**MINUTES**  
**BOARD OF TRUSTEES MEETING**  
**June 12, 2020**  
**Virtual via Zoom**

A meeting of the University of Northern Colorado Board of Trustees was held Friday, June 12, 2020, beginning at 8:40 a.m. via Zoom.

Trustees present: Chair Dick Monfort, Christine Scanlan, Prateek Dutta, Maia Babbs, Steve Jordan, Janice Sinden, Patricia Barela Rivera, Fritz Fischer, Malaika Michel-Fuller

Officers and Administrators present: President Andy Feinstein, Vice President and General Counsel Dan Satriana, Senior Vice President for Finance and Administration Michelle Quinn, Provost Mark Anderson, Vice President for University Advancement Allie Steg Haskett, Vice President for Student Affairs Katrina Rodriguez, and Director of Athletics Darren Dunn

**CALL TO ORDER**

Chair Dick Monfort called the meeting of the Board of Trustees to order.

**Public Comment Instructions**

- If anyone has public comment on the action item for the Revised FY21 Budget, the Q&A icon is located at the bottom of the screen.
- To make comment click on Q&A icon and type in your name and type the comment you would like for the Board to review before they vote on the revised FY21 budget.
- Public comment can be made at any time during the meeting using the Q&A function and any public comment made will be reviewed by the Trustees before the vote on the revised FY21 budget.

**APPROVAL OF AGENDA**

Trustee Jordan moved to approve the agenda. Trustee Babbs seconded the motion. Motion carried unanimously.

**APPROVAL OF MINUTES**

Trustee Jordan moved to approve the minutes from the February 14, 2020 Regular Meeting, March 12, 2020 Special Meeting, and April 22, 2020 Special Meeting. Trustee Babbs seconded the motion. Motion carried unanimously.

Trustee Jordan moved to approve the FY21 Board Meeting Schedule with one adjustment moving the September 18, 2020 meeting to September 25, 2020. Trustee Babbs seconded the motion. Motion carried unanimously.

## **GOVERNANCE GROUPS REPORTS**

- **Student Senate Report (Michel-Fuller)**
  - Student Senate elections were held in April and Student Trustee Alexis McCowan was elected
  - Trustee Michel-Fuller expressed appreciation for her support while attending UNC and working with the Board
- **Faculty Senate Report (Luger)**
  - Faculty Senate Elections were held in April and Oscar Levin was elected Faculty Senate Chair

## **PRESIDENT'S REPORT**

- Thanked Student Trustee Michel-Fuller and Faculty Senate Chair Luger for their service to the University
- Hosted discussions on the transition and implementation of the Administrative Service Center (ASC)
  - Created new student support positions in the Colleges to ensure that students have help to navigate the college experience
  - ASC consolidations across the University resulted in the layoff of 52 staff
- Commended faculty, staff, and students on Covid-19 responsiveness efforts while continuing delivery of academic programs
- Postponed commencement in May, planning to host spring's ceremonies in December
- Held communication events with families and students regarding re-entry in the fall; optimistic that courses will be offered in person
- Provost Mark Anderson and Vice President Katrina Rodriguez will lead and co-chair the Re-entry Task Force, and Associate Vice President Blaine Nickeson will lead logistical efforts
- Waiting for the NCAA to issue guidance for fall intercollegiate athletic season
- Financial Task Force met during the summer:
  - Prioritization subcommittee will conduct a vertical review of campus
    - Each division will present high-level summaries of budgets and staffing
    - Will assess three to seven major functions that would be impacted by cuts of 3%, 5%, or 7%
    - Feedback will be incorporated into FY21 budget discussions
  - University Wide Savings subcommittee will review strategies e.g. compensation, furloughs, pay cuts, benefit reductions, and early retirement
    - Review of internal expense reductions in contracts, travel, and other items

## **BOARD CHAIR'S REPORT/TRUSTEE REMARKS**

## **INFORMATION ITEMS**

- **Fall Semester Planning (Anderson/Rodriguez)**
  - Over spring break UNC pivoted from traditional course instruction to online
    - UNC changed the course withdrawal date for classes so that students experience online delivery before they decide to withdraw

- Academic Affairs worked with Faculty Senate to approve a grade option of satisfactory or unsatisfactory
  - As co-chairs of the Re-entry Task Force two subgroups of Academic Affairs and Student Affairs have been formed
    - Fall is a logistical puzzle with seating, entrances and exits, and how we provide instruction for performing and visual arts students
    - We will continue to monitor Covid-19 guidance from the State and consult with other institutions
  - Housing assignments will go out to students the end of June
  - Thirty-five single rooms were reserved for Covid-19 quarantine and isolation
  - Timeline under development for student move-in
  - Dining will provide grab-and-go options that are cost effective
  - Dining-in and common spaces will be evaluated for distancing and traffic flow
  - The Board requested clarification on the number of days a student should be quarantined and monitored
- **Faculty Sabbaticals (Anderson)**
    - Faculty are eligible for sabbaticals (for professional growth) during their sixth year of employment or can apply for a sabbatical six years after a previous sabbatical (to be taken in the following year)
    - Twenty-six faculty applied and twenty-five were approved
  - **Hiring of New Deans (Anderson)**
    - This year we conducted four searches:
      - Dr. Sher Gibbs, Monfort College of Business, starts July 1
      - Dr. Jeri Lyons, Dean of the Graduate School, starts July 1
      - Dr. Jennifer Nutefall, Dean of University Libraries, starts July 1
      - Offer for the College of Education and Behavioral Sciences was declined, Trent LaLonde is currently interim Dean
      - Dr. Kiki Gilderhus continues as interim Dean for the College of Performing and Visual Arts
  - **Personnel Items (Satriana)**
    - Information item provided to the Board for exempt hires since the February meeting

## **ACTION ITEMS:**

Because of the financial challenges of COVID-19, for FY21 a provisional budget will be presented and the Board will be presented with a revised final FY21 budget in September.

### **FY21 Interim Budget (Quinn)**

- Presented provisional budget which allows UNC time over the summer to identify cost savings, and monitor enrollment and revenue for fall prior to presentation of final FY21 budget
- Predicted a 10% decrease in fall undergraduate enrollment; summer enrollment is down 12%; graduate enrollment looks to remain flat; monitoring transfer enrollment

- Hosting community forums with students and families to understand concerns, personal economies and assurances of how we will deliver programs in the fall
- Over 300 students have applied for the higher education CARE Act supplemental funds
- UNC plans to use CARES credits to help to cover cost of the housing and dining credits given to students for the fall semester
- Anticipate significant reductions in auxiliary
- Provisional budget includes \$175.8M in revenue, expenditures of \$122M in personnel, \$40M in non-personnel and \$11.7M in bond and lease payments, strategic investments of \$2.5M (start-up packages for new faculty, technology projects); decrease in operating reserves of \$7M
- UNC's tuition and fee rates totaled \$10K per year, tuition will remain flat and this amount includes the \$75 fee increase

Trustee Jordan moved to approve the FY21 Interim Budget and the tuition and fee rates as recommended, *under the provision* that UNC will provide the Board in September an update on enrollment, impacts to the budget and plans for the \$10M in reductions. Trustee Sinden seconded the motion. Motion carried unanimously.

#### **Capital Plan Approval (Quinn)**

- FY22 State Capital budget proposals include the UNC Facility Master Plan update, Gray Hall mechanical systems replacement (phase 1) and Frasier Hall Capital renewal
- The State requires early submittal of proposed projects for planning purposes

Trustee Sinden moved to approve the Capital Plan as recommended. Trustee Babbs seconded the motion. Motion carried unanimously.

#### **Faculty Promotion and Tenure Recommendations (Anderson)**

- Faculty are evaluated by colleagues in their unit and make recommendations to the Chair or Director of the unit, who in turn make recommendations to the Dean and Provost
- The Dean and Provost ensure that evaluations and processes within the unit follow set criteria in making the final recommendation

Trustee Jordan moved to approve the Faculty Promotion and Tenure Recommendations as recommended. Trustee Babbs seconded the motion. Motion carried unanimously.

#### **Emeritus Faculty Recommendations (Anderson)**

- Emeritus faculty are those that have served the University for ten or more years and are in good standing and distinction

Trustee Jordan moved to approve the Emeritus Faculty Recommendations as recommended. Trustee Sinden seconded the motion. Motion carried unanimously.

#### **Head Football Coach Employment Agreement (Satriana)**

- New head coach Ed McCaffrey's bio and achievements were presented

Trustee Sinden moved to approve the Head Football Coach Employment Agreement as recommended. Trustee Dutta seconded the motion. Motion carried unanimously.

**Head Men’s Basketball Coach Employment Agreement (Satriana)**

- Head coach Stephen Smiley’s bio and achievements were presented

Trustee Sinden moved to approve the Head Basketball Coach Employment Agreement as recommended. Trustee Jordan seconded the motion. Motion carried unanimously.

**Board Policy Manual Amendment – Section 2-1-201 to 204 (Academic Appeal Procedure) (Satriana)**

- Update and clarity to Academic Appeals Procedure

**Board Policy Manual Amendment – Section 2-3-902(3)(b) (Tenure Clock Extension) (Satriana)**

- Retroactive change in provisions due to the pandemic or other event(s) that supports tenure clock extension for faculty members

**Board Policy Manual Amendment – Section 2-1-501 to 504 (Student Conduct) (deletion effective August 1, 2020 to be replaced by revised Student Code of Conduct in University Regulations (Sections 3-2-201 to 211)) (Satriana)**

- Approval to remove sections from Board Policy Manual to be replaced by new student code in University Regulations that will be effective August 1, 2020

Trustee Jordan moved to approve the Board Policy Manual Amendments – Section 2-1-201 to 204, Section 2-3-902(3)(b) and deletion of Section 2-1-501 to 504 (Student Conduct) as recommended. Trustee Scanlan seconded the motion. Motion carried unanimously.

**EXECUTIVE SESSION (Personnel and/or legal issues pursuant to C.R.S. 24-6-402(3)(b)(I) et seq.)**

None.

**ADJOURNMENT**

The meeting of the UNC Board of Trustees adjourned at 11:40 a.m.

Respectfully submitted by:

Victoria Niccum  
Recording Secretary