

**Faculty Advisory Committee to the Auraria Board
Meeting Agenda
February 2, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attending:

Eric Hamilton	CCD Representative (Chair/Board Representative)
Lincoln Phillips	CCD Representative
David Kottenstette	MSU Denver Representative
Zsuzsa Balough	MSU Denver Representative
Rafael Sanchez	CU Denver Representative
Leo Bruederle	CU Denver Representative
Barb Weiske	EVPA, Auraria Higher Education Center
Ariel deGruy	Staff, Auraria Higher Education Center

Approval of Minutes:

Minutes from the December 1, 2014, regular meeting of the Faculty Advisory Committee to the Auraria Board.

Recommended Motion: That the Faculty Advisory Committee to the Auraria Board approve the minutes of the November 3, 2014 meeting, as presented.

Agenda Items:

- Mail/Distribution Services Discussion with guest, Bill Mummert
- Friends of Auraria Awards
- Updates/Concerns
- Other

**Faculty Advisory Committee to the Auraria Board
Meeting Minutes
February 2, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attendees:

Eric Hamilton	CCD Representative – present
Lincoln Phillips	CCD Representative – present
David Kottenstette	MSU Denver Representative –present
Zsuzsa Balough	MSU Denver Representative –present
Rafael Sanchez	CU Denver Representative –present
Leo Bruederle	CU Denver Representative –present
Barb Weiske	EVPA, Auraria Higher Education Center –present (via phone)
Ariel deGruy	Staff, Auraria Higher Education Center –present
Bill Mummert	Guest, Auraria Higher Education Center, CFO

1. Approval of Minutes:

David Kottenstette moved to approve the minutes from the December 1, 2014, regular meeting of the Faculty Advisory Committee to the Auraria Board. Leo Bruederle seconded.

The motion passed with five approvals and one abstention from Zsuzsa Balough.

2. Guest: Bill Mummert:

Bill Mummert was present to discuss distribution services with the group. He began by asking how he could help. Leo Bruederle stated that he requested this be an agenda item because of complaints he has been getting from the front desk assistant in his office. She has specific concerns including:

- The hours of pick up and drop off not known or consistent.
- The time of the last pick up is unknown and varies.
- Lots of mistaken deliveries (things get sent to their office, but are not addressed to anyone there).
- Intercampus mail takes a long time.

Bill told the group that distribution services tries their best to provide a good service. Every building should have mail delivered to it every day. He explained that they do two runs. One begins around 9:30am and is completed by noon. During this first round, mail services both picks up and drops off mail. Some buildings get another pick up in the afternoon around 1:00-2:00pm. Eric Hamilton asked how long mail usually sits at the distribution facility and Bill replied that mail should be picked up at 6am each morning, and then gets sorted and delivered that same day. Eric asked if this is something that is

consistent or if that system has flaws. Bill explained that he met with the manager of distribution services in December to reaffirm how this process works, and making sure that mail is getting sorted and delivered that same day. Interoffice mail, Bill told the group, is sorted and delivered the following day. It should not take longer than two days to reach its destination. Additionally, Bill explained that for most buildings, the mail is placed in a particular delivery location, where it is then another person's responsibility to deliver and distribute it to individual departments.

David Kottenstette explained that they know where to drop the mail in their buildings, and depending on the reliability of the person working that day, it usually goes into a stack that goes out at the end of each day. He continued that it should also be the responsibility of the faculty or staff member to get things out themselves if necessary. He also brought up that sometimes individuals forget to put things in the outgoing stack or whatever the case may be, but it isn't always the fault of distribution services.

Leo expressed that the woman who has voiced these complaints in his department is the one who deals directly with the mail, so she is aware that things are sitting down in their building's mail room for days at a time. Bill responded that the mail should be picked up from those centers on a daily basis, and if there is a need for a specific or special pick up, Vicki Ulibarri is always willing to help. She is the manager of distribution services and she is always willing to hear about any issues that people are having with the mail.

Bill went on to say that they recently fixed an issue they were having with UPS deliveries, so they are eager to hear about other issues and try to get them resolved as well. He said that they try to increase the level of service based on people voicing opinions about what's working and what isn't. Leo asked if there was regular communication between distribution services and other departments. Bill said that he wasn't sure about the level of communication between individual departments and mail services. He explained that there used to be a guide online that explained what would be delivered where, and at what time, but it is no longer up to date. Barb added that it would be beneficial to update the website. She also suggested having Katy Brown put together a special message that could be sent out to all users with the updated mail document. Bill agreed, and said he would get in touch with Vicki about posting the hours on the website, and possibly creating a PDF with additional information.

Leo inquired about CU Denver address. He was curious how mail services decides where CU Denver mail should go? They are getting a lot of mail that doesn't belong to them. Bill told the group that CU Denver is tough because often people address things incorrectly, or have a name that belongs here at Auraria with the Anschutz address. So they try to figure out who the PERSON is, then decide where the mail should go. The back and forth from the medical campus has always been a little issue, but mail services does try their hardest to get things where they need to go. Bill thanked the group for allowing him to come and requested that they let him know about any issues or concerns they have in the future.

3. Friends of Auraria Award:

Eric moved on to talk about the Friends of Auraria award that the group has been discussing for some time now. At their last meeting, he introduced the idea to the Auraria Board of Directors, but they didn't seem very excited. Eric wanted to know from FACAB if the award is something that they are all still interested in, and something that is worth pursuing. He explained that the board didn't have a negative reaction; he just felt that they weren't excited about the idea. Leo said that he mentioned it to his faculty and they really liked the idea of the award. David Kottenstette said that his people were also enthusiastic about it. It creates a sense of community among the three institutions, and brings them together. Recognizing someone outstanding is a positive thing.

David asked the group, since the award will include a parking pass, for people who might not park on campus every day, is this something that would be transferable to another individual. Barb responded that she would be more inclined to give another gift to the winner, rather than making the parking pass transferable. She added that the group wouldn't want to take the risk of false nominations.

The group agreed to bring ideas for criteria to the March FACAB meeting.

4. Updates/Concerns:

Eric brought up an additional item from the Auraria Board meeting. Tami Door had mentioned that she was concerned with the lack of communication about race and thought there should be dialogue with the Campus as a leader.. David was surprised, and thought that there should be more investigation done about what events are already happening on campus each year regarding race. He believes that all three of the schools do a great job in creating and starting conversations about race and the individual diversity councils are always working on something new. Barb explained that Tami had said that when she first came to Denver, it was something that she didn't believe was really addressed as much, and she thought that higher ed is a great place for those conversations to begin. Tami had expressed that she thinks it could have an effect on the fabric of Denver.

Eric stated that he believes Auraria is doing a great job with race relations. David responded to Tami's inquiry, asking what DDP could do in order to help Auraria engage Denver in the conversations. Who can participate in the events that are already happening on campus, and bring those to light? Barb said that was a great point, and she believes that should be proposed back to Tami and the DDP. The group agreed that there should be education about what is already going on around campus and the challenge of getting the word out there about those events and discussions. Barb asked the group how hard it would be for FACAB to come up with a list of initiatives- something written and comprehensive that they could report to the board. It would be a chance to celebrate and acknowledge what is already going on. Lincoln Phillips brought up Steve Willich, Director of GLBT student services, because they are always putting on and coordinating diversity events tri-institutionally, and Steve might be very helpful in compiling their list. David also mentioned that a lot of the money for these events and activities come from student fee's, so he asked the group if they thought that SACAB should also be involved in this project. Additionally, he requested that maybe Tami and DDP might be willing to contribute as well.

Barb suggested that the group get together the information they have and bring it to the next meeting. Eric said he would send an email out to the group and include SACAB to get feedback for the March FACAB meeting. Eric would also include the Friends of Auraria award in his email, so that people can bring their ideas about that to the next meeting as well. Zsuzsa Balough mentioned that she liked the name Friends of Auraria for the award, and she believes it's a great idea.

5. Other:

Raphael asked about the parking area near the North Classroom. He wanted to know if there was a loading zone in that area, or if it was strictly for busses. Barb explained that there is a loading zone and some parking spaces between the PE/Events Center and North Classroom, but ACPD would ticket if a car is parked in the bus turnaround.

Zsuzsa asked when and how AHEC is involved in new neighborhood buildings. Barb responded that they are required to be a part of the process. The Master Plan and the design review process are AHEC's main concern with new buildings. The appearance of the building is also very important to AHEC. She gave the group Carl Meese's name, because he is highly involved in those types of things.

Leo asked where it is legal for scooters to park, because he has noticed that the sidewalk gets blocked sometimes between the old science building and the library. Barb responded that they are allowed to park at the bike racks, but that they should be contained, like a bike. They should not be protruding or blocking sidewalks. She will have staff monitor that issue.

6. Adjournment:

David Kottenstette made a motion to adjourn the meeting. Zsuzsa Balough seconded.

The motion carried unanimously.

Meeting was adjourned at 8:56

**Faculty Advisory Committee to the Auraria Board
Meeting Agenda
March 2, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attending:

Eric Hamilton	CCD Representative (Chair/Board Representative)
Lincoln Phillips	CCD Representative
David Kottenstette	MSU Denver Representative
Zsuzsa Balough	MSU Denver Representative
Rafael Sanchez	CU Denver Representative
Leo Bruederle	CU Denver Representative
Barb Weiske	EVPA, Auraria Higher Education Center
Ariel deGruy	Staff, Auraria Higher Education Center

Approval of Minutes:

Minutes from the February 2, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board.

Recommended Motion: That the Faculty Advisory Committee to the Auraria Board approve the minutes of the February 2, 2015 meeting, as presented.

Agenda Items:

- Smoking Discussion/Presentation with guests
- Jeff Stamper-Needle Disposal Discussion
- Friends of Auraria Awards Criteria
- Diversity Discussion
- Updates/Concerns
- Other

**Faculty Advisory Committee to the Auraria Board
Meeting Minutes
March 2, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attendees:

Eric Hamilton	CCD Representative – present
Lincoln Phillips	CCD Representative – present
David Kottenstette	MSU Denver Representative –excused
Zsuzsa Balough	MSU Denver Representative –absent
Rafael Sanchez	CU Denver Representative –present
Leo Bruederle	CU Denver Representative –excused
Barb Weiske	EVPA, Auraria Higher Education Center –present
Ariel deGruy	Staff, Auraria Higher Education Center –present
Jerry Mason	Guest, Auraria Higher Education Center
Jeff Stamper	Guest, Auraria Higher Education Center
Alyssa Kriese	Guest, SACAB
Austin Banks	Guest, SACAB
Kelly Witthuhn	Guest, Election Commission

1. Approval of Minutes:

Rafael Sanchez moved to approve the minutes from the February 2, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board. The minutes were approved by consensus.

The motion carried unanimously.

2. Intros:

Eric requested that everyone go around the room and introduce themselves. Everyone did so.

3. Guests from SACAB, Election Commission, AHEC and PODSOC:

Ally Kriese, a current SACAB representative, began by explaining that student leaders from all three institutions came to an agreement on a smoking policy resolution. They have all passed the same verbiage for the limited smoking policy. She also explained that this is something that could be revisited by future SACAB groups, if they decide to go 100% tobacco free. Ally told the group that they would be meeting with the AEC on March 10, 2015 to discuss this topic and the progress they have made.

Eric Hamilton mentioned that FACAB has supported this initiative in the past, and that he would be willing to draft up an email to send out to the members who are not in attendance today in order to get a feel for the whole group consensus.

Ally went on, telling the group that the AEC wanted this to be a student driven initiative, but SACAB also wanted to get support from faculty and staff, because they play a hugely important role on campus. Eric asked if SACAB was looking for something specific, or just a nod of approval. Ally explained that they just want a show of support, possibly in the form of a letter. Eric told Ally that he would send out an email to the FACAB group to get consensus before writing a letter of support. He also suggested that they speak with the faculty senates at each institution. Barb Weiske mentioned that faculty senate can endorse the limited smoking policy as well, but she emphasized the importance of getting a separate letter from FACAB. Eric agreed.

Eric asked when the group would identify the smoking zones. Ally replied that Jerry Mason has already been working on finding good places for the zones to be placed. He plans to work with marketing to create a map of the selected areas around campus. Jerry explained that they intend to take some of the areas that people already use for smoking and create a demarcated zone by adding signage, urns for the butts, and possibly benches. He went on to say that there should be at least one smoking zone in each neighborhood, and a couple in the shared center of campus. They are considering 7-10 total areas around campus. Eric inquired about what kind of signage would be used and Ally replied that they plan to have lots of signs, especially when the policy is first introduced, so that people know exactly where they can go to smoke if they wish. Eric then asked about enforcement, and how they plan on keeping people from smoking elsewhere. Ally told the group that this will still just be a smoking policy, not a law, so they will not be giving out any sort of tickets or fines for this. Instead, the neighborhood officers will assist with monitoring the use of tobacco outside of the smoking zones. It will eventually just become a part of the campus culture. Ally told the group that if the new smoking policy passed this semester, over the summer and fall, there would be lots of education about the policy- getting the message out, and promoting cessation programs. Then in the fall of 2016, they would implement the full policy. She believes that it will be a smooth transition.

Eric suggested that they take advantage of some of the new technology around campus. The large LED screens in each building would be a great place to promote the new policy and educate people all over campus. He then asked when SACAB would need the approval by, and Ally replied that they would like something in time to present to the AEC on 3/10/2015. Barb thanked the students, and everyone who has been working so hard on getting this policy pushed through.

4. Needle Disposal:

Eric explained to the group, why he wanted this to be brought as an agenda item. He told them that he has a student in one of his classes who is diabetic and needs to use insulin, sometimes during his class period. Because there is no place in Cherry Creek to properly dispose of the

needle, the student must walk over to the Confluence Building in order to throw away his needles.

Jeff Stamper was present at the meeting to discuss this agenda item. He explained that many of the defibrillating machines as well as needle disposal units were put in by the schools themselves. These were in neighborhood buildings, and therefore, controlled by the three institutions. He went on to explain that there might be some underlying issues with installing more needle disposal units. Being so close to Colfax, AHEC already has some issues with drug users in the buildings. The people most often using and disposing of needles are not students. Furthermore, he explained that it is not an ADA requirement. There are additional costs involved, besides the disposal units themselves. A special company needs to be paid to come and empty the units and dispose of the used needles. Eric asked who is in charge of CCD's disposal unit, and Jeff replied that he would suggest contacting Kevin Seidler.

Lincoln Phillips suggested that the Health Center at Auraria might also be a good contact, since they also have a needle disposal unit in their area. If someone is already paying to have that unit picked up, there might be a way to piggy-back on that, even if it was just a few other buildings on campus. Eric said that he believes it is a necessary accommodation for students as well as a health issue. Often people with diabetes carry kits in which the needles come with caps on them, and they can simply replace the cap once the needle has been used, and wait until an appropriate time to dispose of it. AHEC has had issues with needles and drug use before, especially near the light rail stations, so they have been working hard to discourage that. Eric asked Jeff if it was possible for him to come to the next FACAB meeting with more information about this, and Jeff agreed.

5. Faculty Friends of Auraria Criteria:

Eric came prepared with a list of criteria that he had put together from the ideas the group had sent him since their last meeting. He believes that this award will really bring the institutions together. Barb Weiske and some of the FACAB members all agreed that the criteria looked great. Lincoln liked that it was direct- short and sweet, nothing that is difficult to understand. Rafael Sanchez brought up that it should be based on service, not just sitting on a committee, because of how many people are involved in other things around campus. Eric agreed, but also mentioned that he believes it should depend on the nature of the activity. They don't want to limit themselves or the award. The award should be something that recognizes people who are already going above and beyond and not as much about promoting people to begin these activities. Barb suggested that the group start small, with fewer criterions, and see how it goes. There is always room to grow and improve once they see how the first round shakes out. Once the group begins getting nominations they will have a better idea about what they might want as criteria in future years. Eric asked the group about a timeline and when they want to start taking nominations. He said mentioned that CCD's employee recognition takes place annually in April, and asked Barb if she envisioned this being a separate ceremony, or if they would include this award with their regular employee recognition ceremony. The group thought it would be a

good idea to have this award announced at one of the Auraria Board meetings, possibly May or June, since they would get the most out of their parking passes that way. Not to mention, they thought it would be an honor receiving the award from the Auraria Board of Directors. The group liked the idea.

6. Diversity Discussion:

Eric told the group that his goal is to compile a list of diversity events that happen both in class and around campus. He also suggested that the FACAB group go to their diversity officers and see if they can give insight into the events they put on each semester/year. Eric explained that the board wants to know about events that are going to happen in the upcoming year in addition to the events that have already taken place. Eric explained that he thinks the group should put together two lists, one highlighting things that happen in the classroom, and the other highlighting campus wide events, or bigger things that happen around campus that might involve all the institutions. Lincoln mentioned that he wanted to try and engage the Downtown Denver Partnership on this as well. He believed they could be helpful both in the communication aspect as well as funding. Eric agreed. The group will come back together next month and share what they have found so far.

7. Updates:

Barb wanted to share a couple updates. The students will be presenting two referendums to be voted on in April. One for the increased RTD fee connected to the student bus/light rail pass, and the other for the Tivoli Park/Quad fee. This particular fee will not only cover the Tivoli Park project, but also help with future projects on campus. She explained that the Tivoli Park plans that the design team has shared are very exciting. They include the addition of lots more trees, study areas, a beer garden, tiered patios, personal spaces, and room enough for 12,000 people for graduations.

8. Other

Rafael Sanchez mentioned that he really liked the addition of the charging stations in the 5th street garage. He explained to the group, because he has an electric car himself, that the charging stations are actually shareable- they don't necessarily need one per car, because the cars only need to charge for a few hours at a time.

Lincoln brought up that he was excited to see all the updates for bikers around campus. Being a cyclist himself, he was pleased at the efforts to make this a more bike friendly campus. Rafael asked about bike safety on campus. Barb responded that if you have the right kind of locks (u locks), then the campus was a fairly safe place to park your bike. Lincoln agreed, and shared that he has had a u lock for years now, and has never had any trouble parking his bike on Auraria.

Eric asked the group if there was anything else they would like to discuss, and the group said that there was not.

9. Adjournment:

Lincoln Phillips made a motion to adjourn the meeting. Rafael Sanchez seconded.

The motion carried unanimously.

Meeting was adjourned at 9:11

**Faculty Advisory Committee to the Auraria Board
Meeting Agenda
April 6, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attending:

Eric Hamilton	CCD Representative (Chair/Board Representative)
Lincoln Phillips	CCD Representative
David Kottenstette	MSU Denver Representative
Zsuzsa Balough	MSU Denver Representative
Rafael Sanchez	CU Denver Representative
Leo Bruederle	CU Denver Representative
Barb Weiske	EVPA, Auraria Higher Education Center
Ariel deGruy	Staff, Auraria Higher Education Center

Approval of Minutes:

Minutes from the March 2, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board.

Recommended Motion: That the Faculty Advisory Committee to the Auraria Board approve the minutes of the March 2, 2015 meeting, as presented.

Agenda Items:

- ABOD update
- Diversity Discussion/Update
- Updates/Concerns
- Other

**Faculty Advisory Committee to the Auraria Board
Meeting Minutes
April 6, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attendees:

Eric Hamilton	CCD Representative – present
Lincoln Phillips	CCD Representative – absent
David Kottenstette	MSU Denver Representative –present
Zsuzsa Balough	MSU Denver Representative –present
Rafael Sanchez	CU Denver Representative –present
Leo Bruederle	CU Denver Representative –present
Barb Weiske	EVPA, Auraria Higher Education Center –present
Ariel deGruy	Staff, Auraria Higher Education Center –present

1. Approval of Minutes:

David Kottenstette moved to approve the minutes from the March 2, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board. Zsuzsa Balough seconded the motion. **The motion carried unanimously.**

2. Faculty Friends of Auraria Award:

Eric Hamilton told the group that he was finalizing the criteria for the faculty friend's award. Once he has a solid document, he will distribute to FACAB. Eric also made a quick announcement that he might be retiring next year, so he may not be able to continue with FACAB.

3. ABOD update:

Eric asked if Barb Weiske would give an update on the board meeting, because he was not in attendance. Barb told the group that it was a short board meeting. They approved the negotiation of a memorandum of agreement for the dissolution of the Auraria Foundation. AHEC will become the custodian of their records. The Board also changed Barb's title from EVPA to CEO. The title change will help people know who she is and what her position is.

David Kottenstette asked why the Foundation was being dissolved and Barb replied that AHEC no longer needs as much assistance from them as they have in the past. They deemed themselves no longer a fund raising body. David then asked if we would lose a board member because of the dissolution of the Foundation. Barb told the group they would not lose an ABOD member, because she is a governor appointee. David also asked if there was any money left over from the Foundation, and Barb told the group that they are planning to use that money towards the new Tivoli Quad project.

Rafael Sanchez told Barb that it would be nice if students had a place designated to run some of their solar projects. There isn't anywhere currently on campus for students to test photo cells, run experiments, etc. Barb suggested two things, the first being, to speak to Jeff Stamper, because he schedules a lot of the outdoor spaces around campus. She also suggested hooking up with the Sustainable Campus Program to see if they can work together on a project for these particular students. David asked about the 5th Street Hub, and if that might be an ideal place for some of the experiments. Barb explained that the 5th Street Hub is now housing CU Denver motorsports engineering programs as well as MSU Denver's bio diesel projects.

4. Diversity Discussion:

Eric asked the group if and how they integrate diversity practices into their classrooms. Leo suggested that FACAB talk to the diversity offices, because they most likely have a list of all events for the semester, both in the classroom and out. Eric agreed, saying that it would help to have a contact from each institution, so they could start a list of all the events that happen on campus. Barb told the group that Brenda Allen from CU Denver's diversity office has already been spoken to about this initiative and is currently working on it, along with Myron Anderson from MSU Denver.

David mentioned that a big piece to this puzzle is connecting with downtown Denver. Having some sort of liaison would be helpful. Someone who can communicate to DDP what is happening on campus, and spread the word outside of campus. Barb mentioned that having every single event shared with DDP would be a little overwhelming for them, because so much goes on around campus, but hitting topical things, like diversity is a great idea. David mentioned creating an easier website where all Auraria events could be listed. The group agreed that this was a great idea. Zsuzsa mentioned possibly getting all four of the IT departments together to see if they can come up with an easily navigable website. The group concurred.

5. Updates/Concerns:

There were no current updates.

6. Other:

Eric asked about 10th Street being torn up and what is going on there. Barb responded that they are refinishing the pedestrian mall with concrete pavers. They are trying to get the work done now, so that it will be completed by the fall semester for the incoming freshman.

Zsuzsa asked about the solid line at the turn lane at Auraria and 7th Street. She told the group that you have to cross a solid line in order to turn there, and asked if there was some way to correct that issue. Barb replied that Jill Jennings Golich submitted a request to the city when she was here, but they still haven't heard any new info about it. There are quite a few other projects that the city is working on, so she believes that this just isn't a top priority right now.

Eric asked the group if there was anything else they would like to discuss, and the group said that there was not.

7. Adjournment:

David Kottenstette made a motion to adjourn the meeting. Zsuzsa Balough seconded. **The motion carried unanimously.**

Meeting was adjourned at 9:03

**Faculty Advisory Committee to the Auraria Board
Meeting Agenda
May 4, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attending:

Eric Hamilton	CCD Representative (Chair/Board Representative)
Lincoln Phillips	CCD Representative
David Kottenstette	MSU Denver Representative
Zsuzsa Balough	MSU Denver Representative
Rafael Sanchez	CU Denver Representative
Leo Bruederle	CU Denver Representative
Barb Weiske	EVPA, Auraria Higher Education Center
Ariel deGruy	Staff, Auraria Higher Education Center

Approval of Minutes:

Minutes from the April 6, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board.

Recommended Motion: That the Faculty Advisory Committee to the Auraria Board approve the minutes of the April 6, 2015 meeting, as presented.

Agenda Items:

- Semester wrap up
- Updates/Concerns
- Other

**Faculty Advisory Committee to the Auraria Board
Meeting Minutes
May 4, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attendees:

Eric Hamilton	CCD Representative – present
Lincoln Phillips	CCD Representative – excused
David Kottenstette	MSU Denver Representative –present
Zsuzsa Balough	MSU Denver Representative –absent
Rafael Sanchez	CU Denver Representative –present
Leo Bruederle	CU Denver Representative –present
Barb Weiske	EVPA, Auraria Higher Education Center –present
Ariel deGruy	Staff, Auraria Higher Education Center –present

1. Approval of Minutes:

Leo Bruederle moved to approve the minutes from the April 6, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board. David Kottenstette seconded the motion. **The motion carried unanimously.**

2. Semester Wrap Up:

Eric Hamilton asked the group if they had thought about who will chair FACAB next year. It will be MSU Denver's turn to be chair/board rep. David Kottenstette mentioned that he and Zsuzsa had a short discussion about the chair position, but nothing has been decided yet. Eric and Leo will both be leaving FACAB next year, but they have both found replacements.

The group brought up the Faculty Friends of Auraria Award. They wanted to tie up a few details about when the award would be given, and how the nomination process would work.

3. Updates/Concerns:

There were no current updates.

4. Other:

5. Adjournment:

David Kottenstette made a motion to adjourn the meeting. Leo Bruederle seconded. **The motion carried unanimously.**

Meeting was adjourned at 8:41

**Faculty Advisory Committee to the Auraria Board
Meeting Agenda
September 21, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attending:

Zsuzsa Balogh	MSU Denver Representative (Chair/Board Representative)
David Kottenstette	MSU Denver Representative
Lincoln Phillips	CCD Representative
Chris Holcom	CCD Representative
Rafael Sanchez	CU Denver Representative
Timberley Roane	CU Denver Representative
Barb Weiske	EVPA, Auraria Higher Education Center
Ariel deGruy	Staff, Auraria Higher Education Center

Approval of Minutes:

No minutes to approve

Agenda Items:

- WELCOME/Intros
- Confirmation of Chair
- Semester goals
- Campus Updates (Barb)
- Other

**Faculty Advisory Committee to the Auraria Board
Meeting Minutes
September 21, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attendees:

Zsuzsa Balogh	MSU Denver Representative - present
David Kottenstette	MSU Denver Representative - present
Lincoln Phillips	CCD Representative – present
Chris Holcom	CCD Representative – present
Rafael Sanchez	CU Denver Representative – present
Timberley Roane	CU Denver Representative – present
Barb Weiske	EVPA, Auraria Higher Education Center – present
Ariel deGruy	Staff, Auraria Higher Education Center – present

1. Approval of Minutes:

No minutes to approve

2. Introductions:

The group went around the room and introduced themselves. There were a couple new members, Chris Holcom and Timberley Roane.

3. Confirmation of chair:

David Kottenstette nominated Zsuzsa Balogh as the chair/board rep. Lincoln seconded. **The motion carried unanimously.**

4. Semester Goals:

The group discussed goals for the semester. They indicated that they would like to complete the Faculty Friends of Auraria Award project that they began work on last year. David Kottenstette asked if there was a timeline created last year and Barb Weiske said that she thought there was a timeline put together by Eric, and she thought they had decided to take one year to solicit the new award, get people excited about it, and get nominations, then they would award their first faculty member next year at the September Auraria Board of Directors meeting. Zsuzsa Balogh told the group that she would put together a final time frame document. She also asked how the winner would know to not purchase a parking pass if they received the award after the semester had already begun. Barb suggested that they could give the award at the May Board meeting instead and the faculty member would get their parking pass in July.

Zsuzsa asked the group if they had more goal ideas for the FACAB year and David brought up that they would like to take tours of the new buildings; not only to view the progress of the campus, but also so that they have the most up to date information on all campus resources. The group decided that instead of a regular meeting (or possibly two), they would take that time and tour the new facilities around campus.

Rafael Sanchez asked if the library was open 24 hour a day and Barb responded that the library has set hours. Those hours are extended slightly around finals time, but the library is not open 24 hours a day at any time during the year. She explained the reasons; both cost of staffing and the location of the building doesn't lend itself to being open all night, particularly considering the fact that this is not a commuter campus.

David brought up another goal that he was interested in pursuing this year; the extended Auraria community and connecting with Downtown Denver. There is a desire to engage the campus with the community, but he believed there hasn't been a plan put forth to do so. Barb explained that initiatives have been ongoing and told the group that she hopes with the opening of the Tivoli Quad, the Denver community will be a bigger part of Auraria life. She believes that engaging the bike paths will also help by connecting our routes to the Denver routes that already exist. She also told the group that the Denver Performing Arts Center has a plan for a physical adjustment and they plan to incorporate the campus more in the future. Some ideas that they have had so far have been cross-selling tickets, using both our facilities and their facilities in order to get people more familiar with what Auraria has to offer, and the use of the new Tivoli Quad, once completed.

Barb also told the group that they have been installing new crosswalks on Speer as a pilot project. They are wide, reflective, brick pattern cross walks and they hope that this project will also help connect Auraria with the Denver community. David suggested that they spend a whole meeting on the updates that are going on around campus, since there are so many, and also go over ideas about how to connect with the city. He would like to get more in depth on this topic and come up with ideas about how they can personally contribute or how they can encourage their respective institutions to contribute.

Rafael brought up the idea of a walking tour, at least through 9th Street Park. He shared with the group that he believed that 9th street is a place of historical value and he believes that people would like to see it and hear its history. Chris Holcom said that he is part of a committee that is currently working on a walking tour that would incorporate recorded messages with signs and plaques and around campus. Lincoln Phillips mentioned that there is also some historical information on the AHEC website under the "history" section. Timberley Roane said that the AHEC website isn't very user friendly, but that she thinks it would be smart to have links on the website that maybe connected the master plan for each institution with the walking tours. David said that he thinks they should spend a larger amount of meeting time on this topic as well.

5. Campus updates:

The group had run out of time, but Barb had given some updates throughout the discussion. She will give further updates at a later meeting.

6. Other:

David told the group that he had been receiving complaints about the Faculty and Staff Club, across 9th Street Park. He said that the quality of both food and service had gone down. They are always very busy with students now, so it has been more difficult for faculty and staff to get lunches in a timely manner, which was one of the perks of the Faculty and Staff Club. Barb told the group that, unfortunately, AHEC does not run that facility, Vanilla Bean is contracted with them, but she would work on finding a contact person over there or someone who they can direct their complaints to.

7. Adjournment:

Meeting was adjourned at 9:15am

**Faculty Advisory Committee to the Auraria Board
Meeting Agenda
November 2, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attending:

Zsuzsa Balogh	MSU Denver Representative (Chair/Board Representative)
David Kottenstette	MSU Denver Representative
Lincoln Phillips	CCD Representative
Chris Holcom	CCD Representative
Rafael Sanchez	CU Denver Representative
Timberley Roane	CU Denver Representative
Barb Weiske	EVPA, Auraria Higher Education Center
Ariel deGruy	Staff, Auraria Higher Education Center

Approval of Minutes:

Minutes from the September 21, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board.

Recommended Motion: That the Faculty Advisory Committee to the Auraria Board approve the minutes of the September 21, 2015 meeting, as presented.

Agenda Items:

- Faculty Friends of Auraria Award
- Site Visit Schedules 2015-16
- Annual Report Presentation (Barb)
- Campus Updates (Barb)
- Other

**Faculty Advisory Committee to the Auraria Board
Meeting Minutes
November 2, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attendees:

Zsuzsa Balogh	MSU Denver Representative - present
David Kottenstette	MSU Denver Representative - present
Lincoln Phillips	CCD Representative – absent
Chris Holcom	CCD Representative – present
Rafael Sanchez	CU Denver Representative – present
Timberley Roane	CU Denver Representative – present
Barb Weiske	CEO, Auraria Higher Education Center – present
Ariel deGruy	Staff, Auraria Higher Education Center – present

1. Approval of Minutes:

Timberley Roane moved to approve the minutes from the September 21, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board. Rafael Sanchez seconded the motion. **The motion carried unanimously.**

2. Annual Report Presentation (Barb):

Barb was happy to report that Auraria had successfully completed all of their goals assigned by the Auraria Board from last year. She talked about the Tivoli Quad project first. Barb told the group that they will be bringing 11th street through to Auraria Pkwy and there will be a signal at that intersection as well as making Walnut a through street. This will be set up as a pedestrian oriented area, with speed humps and bike lanes. These updates are scheduled to be completed by April of 2016, with the intersection improvements at Auraria Parkway occurring after that.

Timberley suggested that they might also consider putting raised speed humps on Larimer, because people often speed through that area. Rafael asked Barb if there was room for future MSU Denver buildings and Barb responded that yes, there was plenty of room for all three institutions to continue expanding their neighborhoods, and this addition had already been identified in the Master Plan.

Barb went on to talk about the Library project. They have created the new entry on Lawrence, which is very exciting and looks transparent and lovely. They will also keep the entryway on 10th. There will be a patio area outside and new landscaping all around. They have also worked in a

new roof. This project is on schedule and should open in the fall of 2016, not including the roof piece.

The King Center and Arts Building have two separate program plans that are both now completed. The King Center was submitted and they will present to legislature in December. As of right now, it's #11 on the capital construction list. The concept is to move all performing arts into the King Center and all visual arts into the Arts Building. This will require expansions and remodels.

In the Tivoli, there were multiple projects including the Tivoli brew house and tap room, the CU Denver Theatre space as well as a possible conference space also located in the theatres. St. Cajetan's will also be getting a facelift. It was awarded a grant to do some work on the windows and Auraria is hoping for more funds to be able to update both the interior and exterior of the historic building.

CU Denver opened their new Student Commons building this year, which was a success. MSU Denver opened up the Regency Field, also a big success. In the PE/Events Center, they drained the leaking swimming pool and are brainstorming some new ideas for the use of that space. Starbucks is now on Auraria campus and they are doing incredibly well. A new, outdoor patio is still to come. The NCO program has also been a huge success – people feel safer, they created the text a tip program and lots of other security initiatives. The 10th Street Mall project has wrapped up its first stage. There has been great feedback about the new, pedestrian friendly section of 10th Street. AHEC has received assurances that we will receive funding to complete the project all the way down to the Tivoli.

The pilot project on the intersections across Speer went very well. They hope to complete the Colfax and Lipan intersection project next year as well. The primary new goal that the Auraria Board of Directors identified this year was creating an interactive walkway across Speer to connect campus to downtown.

3. Faculty Friends of Auraria:

Zusza told the group that the timeline that Eric had put together last year seemed reasonable to her, and she asked the group for input. They agreed that the timeline was sufficient. They agreed to get the information out to their respective groups and ask for nominations to be sent to Ariel by November 30th.

4. Campus Tours:

The group decided to make a list of possible tour locations and then they could set up tours, either with folks from that particular building, or just self-guided tours of the new spaces on campus.

5. Other:

Zsuzsa asked if Barb would be willing to give a short version of her presentation to the MSU Denver faculty senate, so they can know what's going on around campus as well and Barb responded that she is always willing to come to any faculty senate to give updates.

Timberley brought up one last thing she thought the group should be aware of regarding server changes. She told the group that Russell Pool is proposing big changes for the server system at CU Denver. Evidently CU hired someone to hack into the server system to find weaknesses, but no one was informed that this was happening, so it ended up causing some serious issues; some of which still have not been resolved. Timberley said that the whole thing had not been talked about openly, but she thought that the group should know.

6. Adjournment:

Meeting was adjourned at 9:18am

**Faculty Advisory Committee to the Auraria Board
Meeting Agenda
December 7, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM**

Attending:

Zsuzsa Balogh	MSU Denver Representative (Chair/Board Representative)
David Kottenstette	MSU Denver Representative
Lincoln Phillips	CCD Representative
Chris Holcom	CCD Representative
Rafael Sanchez	CU Denver Representative
Timberley Roane	CU Denver Representative
Barb Weiske	CEO, Auraria Higher Education Center
Ariel deGruy	Staff, Auraria Higher Education Center

Approval of Minutes:

Minutes from the November 2, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board.

Recommended Motion: That the Faculty Advisory Committee to the Auraria Board approve the minutes of the November, 2015 meeting, as presented.

Agenda Items:

- Faculty Friends of Auraria Award – review and selection
- Faculty Senate Presentations (done by Barb)
- Spring Site Visits
- Other

Faculty Advisory Committee to the Auraria Board
Meeting Minutes
December 7, 2015
EVPA Office Conference Room 1068 9th Street Park
8:00 – 9:00 AM

Attendees:

Zsuzsa Balogh	MSU Denver Representative - present
David Kottenstette	MSU Denver Representative - present
Lincoln Phillips	CCD Representative – present
Chris Holcom	CCD Representative – present
Rafael Sanchez	CU Denver Representative – present
Timberley Roane	CU Denver Representative – present
Barb Weiske	CEO, Auraria Higher Education Center – present
Ariel deGruy	Staff, Auraria Higher Education Center – present

1. Approval of Minutes:

David Kottenstette moved to approve the minutes from the November 2, 2015 regular meeting of the Faculty Advisory Committee to the Auraria Board. Chris Holcom seconded the motion.
The motion carried unanimously.

2. Faculty Friends of Auraria Award:

Zsuzsa asked the group about the best ways to get the word out about this award, so that it can reach the largest number of people. The group suggested email, but it was brought up that often times, faculty members don't read mass emails, so it would be nice to have an alternative route of getting the message out. David suggested that the group also include information about the prize and that might also generate some excitement among faculty. While the group doesn't want folks to apply just for the prize, it is a good incentive to put in the time and effort.

Timberley suggested that they give more leeway as far as the time frame goes for next year's award. Although they were able to get the word out to some of their faculty, it seemed like a lot of folks didn't have enough time to actually apply for the award. David added that they should set the dates soon, and then promote it throughout the year. The group decided that they wanted to have guidelines put together to be sent out in the spring with all the information about the award, including the deadlines. Everyone agreed that the first week in December is a good deadline for submissions, which, for 2016 would be December 2nd. That way there is plenty of time to go through each person's submissions and decide on a winner before the March 2017 ABOD meeting, where the award will be formally announced and presented.

Timberley also thought it would be a good idea to include some examples of the types of tri-institutional service they are looking for out of the applicants, so that everyone is clear on what kinds of things that they should include in their submissions. It should be clear to faculty that FACAB is looking for folks that support the campus as a whole and not just one institution. David brought up SACAB, saying that another important aspect of the award should be working with students on campus on projects and initiatives.

Zsuzsa said that she would draft up some criteria and bring it to the next meeting to discuss with the group, making sure to include the focus on tri-institutional accomplishments and the betterment of the campus.

Lincoln mentioned that it is really up to the people in the room (FACAB) to spread the word through their own channels at their own institutions and drum up some excitement about the award. FACAB decided that since there were only two submissions this year, and they were both from MSU Denver, they would not be giving the award to anyone, and instead, they would promote it throughout the year, and try to get a larger pool of applicants in 2016. The group generated letters for the two applicants notifying them that there would be no winner this year, thanking them for their time and effort, and encouraging them to re-apply again next year.

3. Faculty Senate Presentations:

Zsuzsa wanted to confirm that Barb would be willing to do mini presentations at one of the upcoming faculty senate meetings for MSU Denver as well as the other two institutions. She expressed that FACAB gets a lot of great information about campus growth, and she would like to share that knowledge with a larger group of people. Barb said that she would be happy to come to any faculty senate meetings and discuss AHEC and Auraria campus growth and development. She just needs advance notice and to be sure her schedule will accommodate it.

4. Spring Site Visits:

The group decided that they would each bring a list of possible locations they want to visit to the next FACAB meeting. They would then discuss options regarding the best times to go see the new buildings or development sites.

5. Other:

Zsuzsa announced that MSU Denver has a new minor in architecture that they are very excited about. She also brought up the need for partnerships among the institutions, especially with programs like this that would truly benefit from networking and making more connections. David agreed and added that there are lots of resources and possibilities when folks work together and he would like to discuss this further. Timberley mentioned that it is FACAB's responsibility to share all the information they get through these meetings with their respective institutions and help to build bridges between the schools. The group decided that they would like to talk more about ways to connect and integrate their programs.

6. Adjournment:

Meeting was adjourned at 9:13am