

UNIVERSITY OF
NORTHERN COLORADO

BOARD OF TRUSTEES AGENDA ITEM

Meeting Date: February 14, 2020

☒ Action Item ☐ Discussion Item ☐ Information Item

Name of Item:	Board Policy Manual Amendment – Section 1-1-201(2) Student and Faculty Trustees
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Responsible Staff Member: Dan Satriana

Summary of Issue: The purpose of this amendment is to describe in the Board Policy Manual the statutory requirements for the Student Trustee and Faculty Trustee as stated in the applicable Colorado statute, C.R.S. Section 23-40-104(1)(b)(VI). The amendment also includes renumbering of other subsections in Section 1-1-201 (without any substantive changes to those renumbered subsections.)

Recommended Action by BOT:	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> No Action Needed
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Change to Board Policy Manual:	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> No Action Needed
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If yes, Section: 1-1-201(2)

Administrative Recommendation (Motion): Recommend approval


Signature of Vice President

2/7/20
Date

Signature of President

Date

Attachment to Senate Action #1173

Approved by the Faculty Senate

January 27, 2020

Part 2 Governance.

1-1-201 Board of Trustees (BOT) [See C. R. S. Section 23-40-101 et. seq.].

The BOT of the University is an entity charged by the Colorado General Assembly as the official and final governing authority of the University. The BOT reserves all rights, powers, and privileges attendant to that authority except as specifically delegated herein. Where the BOT has delegated authority to the President or to other University employees or agents, and regardless of whether that authority has been further sub-delegated, the BOT reserves the right to amend, modify, rescind or adopt any action taken by such employee or agent prior to it becoming a final action of the BOT.

1-1-201(1) Board of Trustees' By-Laws. The BOT shall adopt and maintain by-laws for the orderly conduct of BOT business. The by-laws may be amended or modified from time to time as the BOT sees fit. It is the BOT responsibility, with the assistance of the Office of the President, to assure the by-laws are in compliance with all federal, state, and local laws, rules, regulations and executive orders, including without limitation the Colorado open meetings and open records acts. If at any time a conflict is found to exist between the by-laws and the requirements of law, the law shall control and the offending provision of the by-laws shall be modified or repealed as necessary to comport with the law.

1-1-201(2) Student and Faculty Trustees. Pursuant to Colorado Revised Statutes, one trustee shall be an elected member of the student body who is a full-time junior or senior student at the University of Northern Colorado. The term of said elected office shall be one year, beginning July 1. The elected student office shall be advisory, without the right to vote. The elected student member of the board shall have resided in the state of Colorado not less than three years prior to their election. Another trustee shall be an elected member of the faculty at large elected by other members of the faculty at large for a term of one year, beginning July 1, and such office shall be advisory, without the right to vote.

1-1-201(23) Presidential Search. The selection of the President of the University is a function and responsibility of the BOT. The BOT will seek the advice of faculty, staff, students and friends of the University in identifying and evaluating presidential candidates. The BOT will establish guidelines and procedures for a presidential search as needed.

1-1-201(34) Budget Process. The BOT shall annually adopt and administer a budget in conformance with the following requirements:

- (a) the proposed budget for each fiscal year shall be summarized by the Administration and compared to the Funding Priority Guidelines set forth in 1-1-201(4) when the proposed budget is presented to the BOT for consideration;
- (b) significant variations from the funding priorities guidelines must be identified and justified by the administration during the budgetary process, and approved by the BOT as a part of the final budget document;
- (c) the administration shall report to the BOT during its fall meeting each year, expenditures by functional category during the past fiscal year. The actual expenditure should be compared to the original budget and the Funding Priorities Guidelines set forth in 1-1-201(4);
- (d) during the budget preparation and its administration during the fiscal year the President is directed to take all reasonable measures to prevent the practice of forward funding and running deficit accounts. At the close of each fiscal year the President will report to the BOT any University accounts that retain a negative balance more than thirty (30) days after the close of the fiscal year.

1-1-201(45) University Funding Priorities Guidelines. The fiscal year budget shall conform to the following guidelines. Variations may be approved by the BOT pursuant to 1-1-201(3).

Research	1.25%
Public Service	0.10%
Academic Support	14.75%
Student Services	7.00%
Institutional Support	10.25%
Operation & Maintenance of Plant	8.25%
Scholarships & Fellowships	3.30%
Transfers	0.10%

Clean Copy Version: Faculty Representative to the Board of Trustees: Faculty Senate, January 27, 2020

Part 2 Governance.

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1-1-201(3) Presidential Search. The selection of the President of the University is a function and responsibility of the BOT. The BOT will seek the advice of faculty, staff, students and friends of the University in identifying and evaluating presidential candidates. The BOT will establish guidelines and procedures for a presidential search as needed.

1-1-201(4) Budget Process. The BOT shall annually adopt and administer a budget in conformance with the following requirements:

- (a) the proposed budget for each fiscal year shall be summarized by the Administration and compared to the Funding Priority Guidelines set forth in 1-1-201(4) when the proposed budget is presented to the BOT for consideration;
- (b) significant variations from the funding priorities guidelines must be identified and justified by the administration during the budgetary process, and approved by the BOT as a part of the final budget document;
- (c) the administration shall report to the BOT during its fall meeting each year, expenditures by functional category during the past fiscal year. The actual expenditure should be compared to the original budget and the Funding Priorities Guidelines set forth in 1-1-201(4);

(d) during the budget preparation and its administration during the fiscal year the President is directed to take all reasonable measures to prevent the practice of forward funding and running deficit accounts. At the close of each fiscal year the President will report to the BOT any University accounts that retain a negative balance more than thirty (30) days after the close of the fiscal year.

1-1-201(5) University Funding Priorities Guidelines. The fiscal year budget shall conform to the following guidelines. Variations may be approved by the BOT pursuant to 1-1-201(3).

Instruction	55.00%
Research	1.25%
Public Service	0.10%
Academic Support	14.75%
Student Services	7.00%
Institutional Support	10.25%
Operation & Maintenance of Plant	8.25%
Scholarships & Fellowships	3.30%
Transfers	0.10%