

**TOPIC:                    CAPITAL        ASSETS        SUB-COMMITTEE        VACANCY**  
**APPOINTMENTS**

**PREPARED BY:    DANIEL KRUG**

**I.        SUMMARY**

The Commission is charged with the review and approval of campus master plans, program plans, capital construction budgeting, and long range capital improvement planning. The Commission coordinates these responsibilities with the Office of the State Architect, the Office of State Planning and Budgeting, and Governing Board staffs to ensure that higher education funding requests are consistent with state policies, plans, and priorities, and to ensure cost effectiveness. To accomplish these responsibilities the Commission has the standing Capital Assets Sub-Committee. Since August 2010 this Sub-Committee has had a vacancy. This item recommends the appointment of Commissioners to the Sub-Committee.

**II.        BACKGROUND**

The Capital Assets Sub-Committee has historically been the only standing Sub-Committee of the Commission and typically consists of three members. These members are supported by one full time Department staff member who operates under powers delegated to the Department by Commission Policy Section III Part J.

Every July the Department receives, on behalf of the Commission, all capital construction proposals requiring state funds and such cash funded projects requiring Commission approval. Department staff then reviews, summarizes, and briefs Sub-Committee members on projects. Beginning in August the Department distributes information to the Sub-Committee for review and consideration. Department staff and Sub-Committee members then hold working sessions to develop draft priority lists for state funded projects. Drafts are distributed to Governing Boards for input before the Sub-Committee finalizes a priority list to forward to the Commission for the October meeting. The Sub-Committee then prepares long range planning documents for the November or December Commission meetings and testifies before the Capital Development Committee of the General Assembly during December hearings.

During the rest of the year the Sub-Committee meets infrequently based upon business at hand and pending issues.

**III.        STAFF ANALYSIS**

The Sub-Committee's membership has consisted of three members for approximately the last five years. However this is a practice and is a requirement of neither statute nor Commission policy. With the August 2010 resignation of Commissioner Plachy, the Sub-Committee was

reduced to two members (Sub-Committee Chair Commissioner Pacey and Commissioner Stevinson). Both existing Commissioners hold terms that expire July 2011.

The Sub-Committee and Department staff have discussed this issue and believe that the Sub-Committee could operate efficiently with between three and five members. Given long term planning and recurrence of unfunded capital proposals, having additional members would help to ensure a consistency of approach and long range vision on Sub-Committee actions and knowledge regardless of turnover.

The existing practice of serving on the Sub-Committee has been coterminous with the Commissioner's time on the Commission. Separating terms of service on the Sub-Committee from terms of service on the Commission has not been a common practice. However, there is support among Department staff and current Sub-Committee membership to formalize a Sub-Committee term of service. It is suggested that the Commission adopt the practice of appointing members to the Sub-Committee for two-year terms every July, with the option of making immediate appointments in the event of a vacancy. This staggering of appointments would effectively create continuity over time.

Table 1 below displays a visual depiction of the two-year staggered term proposal. The Commission could appoint two Sub-Committee members effective immediately to Seats # 2 and 4 and appoint three in July 2012 to Seats #1, 3, and 5, or if there is suitable interest the Commission could establish with a term ending July 2012.

Table 1: Visual depiction of Sub-Committee membership

	July 2011	July 2012	July 2013	July 2014	July 2015	July 2016	July 2017
Seat #1	Pacey						
Seat #2	Vacant						
Seat #3	Stevinson						
Seat #4							
Seat #5							

#### **IV. STAFF RECOMMENDATION**

**That the Commission appoint two or three members to the Capital Assets Sub-Committee, effective immediately, for two-year terms ending July 1, 2012.**

**That the Commission revisit the issue of Capital Assets Sub-Committee membership in July 2011 for the two-year terms running from July 2011 through July 2013.**

#### **STATUTORY AUTHORITY**

C.R.S. 23-1-106 Duties and powers of the commission with respect to capital construction and long-range planning.